

**KENDALL COUNTY BOARD AGENDA
ADJOURNED SEPTEMBER MEETING**

**Kendall County Office Building, Rooms 209 & 210
Tuesday, January 17, 2017 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. Employee Recognition Awards
7. Correspondence and Communications – County Clerk
8. Citizens to Be Heard
9. Executive Session
10. Old Business
11. New Business
 - A. Collective bargaining agreement between the County of Kendall and the Kendall County Clerk and the General Chauffeurs, Sales Drivers & Helpers Teamsters Local Union No. 330 (County Clerk & Recorder's Office and Assessor's Office Bargaining Unit) from December 1, 2016 through November 30, 2019.
 - B. Collective bargaining agreement between the County of Kendall and the General Chauffeurs, Sales Drivers & Helpers Teamsters Local Union No. 330 (Facilities Management Department Bargaining Unit) from December 1, 2016 through November 30, 2019.
 - C. Collective bargaining agreement between the County of Kendall and Kendall County Sheriff and the Illinois Fraternal Order of Police Labor Council for the Kendall County Sheriff's Office Corrections Deputies Bargaining Unit from December 1, 2015 through November 30, 2019.
 - D. Collective Bargaining Agreement between Kendall County, Illinois and Kendall County Highway Department and International Union of Operating Engineers Local Union No. 150 from December 1, 2016 through November 30, 2020.
 - E. Approval of bid and agreement with Securus Technologies for the video visitation and video bond/court at the Public Safety Center and Courthouse
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. Approve Resolution Honoring Stephanie (Sucik) Todd
 - B. Public Safety
 - C. Administration/HR
 1. Approve a Resolution Relating to Participation by Elected Officials in the Illinois Municipal Retirement Fund
 - D. Highway
 1. Approve Agreement with Hampton, Lenzini and Renwick, Inc. to provide preliminary engineering services for the replacement of a drainage structure on Ament Road utilizing Township Bridge Program Funds in the amount of \$28,500
 2. Approve Agreement with Hutchison Engineering, Inc. to provide preliminary engineering services for the replacement of the Clear Creek Bridge in Millington in an amount not to exceed \$177,100
 3. Approve Supplemental Agreement with Willett Hofmann & Associates, Inc. for completion of preliminary engineering on grove Road Bridge over W. Aux Sable Creek in the amount on \$48,479.99
 4. Approve Resolution authorizing the posting of weight limit restrictions on certain roads in Kendall County

- E. Facilities
- F. Finance
 - 1. Approve Claims in an amount not to exceed \$ 834,416.32 and Petit Juror Claims in an amount not to exceed \$2,832.35
 - 2. Approve Coroner Claims in an amount not to exceed \$ 2,506.37
- G. Health & Environment
 - 1. Approve Food Protection Ordinance and Authorize forwarding to Illinois Department of Public Health for Review and Approval and rescind Ordinance 16-16 approved 9/20/16
 - 2. Approve Water Supplies Ordinance and Authorize forwarding to Illinois Department of Public Health for Review and Approval and rescind Ordinance 16-17 approved 9/20/16
 - 3. Approve Wastewater Treatment System Ordinance and Authorize forwarding to Illinois Department of Public Health for Review and Approval and rescind Ordinance 16-18 approved 9/20/16
- H. Labor and Grievance
- I. Committee of the Whole
- J. Standing Committee Minutes Approval
- 14. Special Committee Reports
 - A. VAC
 - B. Historic Preservation
 - C. Board of Health
 - D. Juvenile Justice Counsel
 - E. Regional Office of Education
- 15. Other Business
- 16. Chairman's Report

Appointments

Cathi Mundsinger – 708 Mental Health Board – 4 year term – expires January 2021

Announcements

- 17. Citizens to be Heard
- 18. Questions from the Press
- 19. Adjournment

**KENDALL COUNTY BOARD
ADJOURNED SEPTEMBER MEETING
December 20, 2016**

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 20, 2016 at 9:10 a.m. The Clerk called the roll. Members present: Chairman Scott Gryder, Bob Davidson, Elizabeth Flowers, 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 Davidson moved to approve the submitted minutes from the Adjourned County Board Meeting of 11/15/16. Member Prochaska seconded the motion. Chairman Gryder asked for a voice vote on the motion. All members present voting aye. Motion carried.

THE AGENDA

Chairman Gryder asked to strike the first executive session number 9 and remove item 11E. Member Hendrix moved to approve the agenda. Member Purcell seconded the motion. Chairman Gryder asked for a voice vote on the motion. All members present voting aye. Motion carried.

SPECIAL RECOGNITION

Dr. Lulu Blacksmith of Waubensee Community College recognized Kendall County for contributing and supporting the growth of the College. In the first 50 years of the College they have educated more than 6,000 from Kendall County.

CITIZENS TO BE HEARD

Dr. Amaal Tokars stated that the board voted in the budget to cut the Public Health levy by \$225,000; once the \$225,000 was secured from the Health Department to settle the levy. Dr. Tokars said that she was asked for an additional \$377,000 from the Health Department. If this is what they need to do to save their levy then that's what they will do. Dr. Tokars wanted the board to keep in mind that the Public Health levy was voted on by the citizens of the county as a referendum; that is value added to the services that they provide to the county. Not one penny can be used to settle the budget or for any other thing. To cut it represents a legacy cut to the health and human services for years to come.

Todd Milliron had comments for the Coroner as to the number of deputy coroner's that have been retained and how many she actually has. Mr. Milliron wanted to know how many badges have been retrieved.

NEW BUSINESS

Food Pantry Awareness Month

Member Purcell moved to approve the resolution declaring December 2016 as Kendall County Food Pantry Awareness Month. Member Gilmour seconded the motion. Chairman Gryder asked for a voice vote on the motion. All members present voting aye. Motion carried.

**A RESOLUTION DECLARING DECEMBER 2016
AS KENDALL COUNTY FOOD PANTRY AWARENESS MONTH**

Resolution No. 16-40

WHEREAS, the problem of hunger is a world-wide problem; and

WHEREAS, the problem of hunger exists within Kendall County, Illinois; and

WHEREAS, the Kendall County Food Pantry was established in 1983, in order to provide food to residents of Kendall County that are unable to afford to purchase food for their families; and

WHEREAS, the Kendall County Food Pantry is operated by a volunteer staff, with no paid employees; and

WHEREAS, over fifty thousand families, consisting of over one hundred thousand people have been served by the Kendall County Food Pantry since its inception, and within the last year, the Kendall County Food Pantry has served over seven thousand families; and

WHEREAS, while national concerns and world-wide problems concern all Americans, the problem of hunger and inadequate food for local citizens of Kendall County remains and it is the right and obligation of all citizens of Kendall County to help alleviate hunger on a local basis; and

WHEREAS, it is the intention of the Kendall County Board to increase the awareness of Kendall County residents to the existence of the Kendall County Food Pantry, to recognize and support the Kendall County Food Pantry and its volunteers, and further to encourage the donation of food to the Kendall County Food Pantry by all residents of Kendall County that are able to contribute to said cause;

BE IT HEREBY RESOLVED The Kendall County Board does hereby declare that December 2016 shall be "Kendall County Food Pantry Month" in Kendall County.

BE IT FURTHER RESOLVED that all residents of Kendall County are asked to contribute non-perishable food items or make a monetary donation to the Kendall County Food Pantry.

BE IT FURTHER RESOLVED that residents of Kendall County may donate items at the Kendall County Courthouse, Public Safety Center, Health and Human Services Building, County Highway Building or County Office Building during normal business hours through January 16th, 2017.

Passed and adopted by the County Board of Kendall County, Illinois this 20 day of December, 2016.

Scott Gryder, Chairman
Kendall County Board

ATTEST: Kendall County Clerk

State's Attorney Appellate Prosecutor Resolution

Member Purcell moved to approve the State's Attorney Appellate Prosecutor Resolution for Fiscal Year 2017 (December 1, 2016 to November 30, 2017) and authorization of payment for services in the amount not to exceed \$32,000. Member Prochaska seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. Motion carried.

RESOLUTION 16-41

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED that the Kendall County Board, in regular session, this 20 day of December, 2016 does hereby support the continued operation of the Office of the State's Attorneys Appellate Prosecutor, and designates the Office of the State's Attorneys Appellate Prosecutor as its Agent to administer the operation of the appellate offices and process said appellate court cases for this County.

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

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

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

BE IT FURTHER RESOLVED that the Kendall County Board hereby agrees to participate in the service program of the Office of the State's Attorneys Appellate Prosecutor for Fiscal Year 2017, commencing December 1, 2016 and ending November 30, 2017, by hereby appropriating the sum of \$32,000 as consideration for the express purpose of providing a portion of the funds required for financing the operation of the Office of the State's Attorneys Appellate Prosecutor, and agrees to deliver the same to the Office of the State's Attorneys Appellate Prosecutor on request during the Fiscal Year 2017.

Passed and adopted by the County Board of Kendall County, Illinois, this 20th day of December 2016.

Chairman

ATTEST: County Clerk

Public Defender Salary

Member Gilmour made a motion to set FY 2016-2017 salary for the Public Defender in the amount of \$149,857.20. Member Kellogg seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. Motion carried.

Supervisor of Assessments Salary

Member Gilmour made a motion to set FY 2016-2017 salary for the Supervisor of Assessments in the amount of \$84,700.00. Member Hendrix seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. Motion carried.

Law Enforcement Memorial Reimbursement

Member Hendrix moved to approve the Memorandum of Understanding between the County of Kendall, Illinois, and the Kendall County Association of Chiefs of Police, regarding the reimbursement for construction of the Kendall County Law Enforcement Memorial. Member Gilmour seconded the motion.

State's Attorney Weis explained that they are set to make their first payment. The construction costs were just under \$40,000, they would like to make a \$25,000 payment in 2017 and a minimum of \$5,000 in the subsequent years.

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

Memorandum of Understanding Between the County of Kendall, Illinois, and the Kendall County Association of Chiefs of Police, Regarding the Reimbursement for Construction of the Kendall County Law Enforcement Memorial.
MOU #16-48

This Memorandum of Understanding ("MOU"), entered into by County of Kendall, Illinois, a unit of local government, ("Kendall County") and the Kendall County Association of Chiefs of Police, ("Chiefs Association") hereby memorializes the understanding between the parties regarding the process by which the Chiefs Association will reimburse Kendall County for the funds expended by Kendall County in the construction of the Kendall County Law Enforcement Memorial ("Law Enforcement Memorial") located on the grounds of the Kendall County Courthouse. The parties understand and agree to the following:

1. The Chiefs Association sought to construct a memorial to honor law enforcement officers who have fallen in the line of duty. In full support of this objective, Kendall County agreed to have the memorial constructed on Kendall County property and to pay for the project, with the understanding that the Chiefs Association would reimburse Kendall County the full costs.
2. In 2016, the Law Enforcement Memorial was constructed on the Kendall County Courthouse property, located at 807 West John Street, Yorkville, Illinois. A Dedication Ceremony was held on Wednesday, September 28, 2016.

3. As the Law Enforcement Memorial is located on Kendall County property, it will remain property of Kendall County. Kendall County will assume responsibility for all maintenances related thereto. Kendall County will also assume responsibility for all insurance coverage related to the Law Enforcement Memorial.
4. The Chiefs Association assumes full authority and responsibility pertaining to any engraved content added to the Law Enforcement Memorial, including all expenses related thereto.
5. The total cost of the Law Enforcement Memorial was \$39,335.43. This amount has been paid in full by Kendall County.
6. The Chiefs Association is ready and willing to make a reimbursement payment of \$25,000.00 by June 1, 2017. The Chiefs Association will then reimburse Kendall County the remaining amount owed by making \$5,000 payments each subsequent fiscal year until the cost of the Law Enforcement Memorial is paid in full. All payments are to be made by June 1st of the year in which the payment is due.
7. All payments are to be sent directly to Kendall County Administration Services at 111 W. Fox Street, Room 316, Yorkville, Illinois 60560.

This MOU contains the mutual understandings of the parties and is effective as of the date it is executed by all parties. Signed and agreed to this 20 Day of December, 2016.

County of Kendall, Illinois,
County Board Chairman

Kendall County Chiefs of Police Association,
Commander Kevin Norwood, President

Attest: Debbie Gillette

HIDTA Initiative Manager Service Agreement

Member Purcell moved to approve the HIDTA Initiative Manager Service agreement with Kendall County as the Fiduciary Agent effective January 16, 2017 through January 16, 2018. Member Hendrix seconded the motion.

Sheriff Baird stated that the agreement is similar to other contracts they have with HIDTA; this agreement is increasing the percentage the county receives to 2%.

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

Modification HIDTA Grant

Member Flowers moved to approve the modification to the HIDTA Grant releasing additional funds in the amount of \$290,986.00. Member Purcell seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

Assignment of Plano Transfer Station

Member Gilmour moved to approve the resolution authorizing the letter regarding the assignment of the Plano Transfer Station Host Community Benefits and Reimbursement Agreement to Groot, Inc. Member Hendrix seconded the motion.

Members discussed the fees that the county could receive.

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

A complete copy of Resolution 16-42 is available in the Office of the County Clerk.

IDOT Temporary Construction Easement

Member Prochaska moved to approve the resolution to grant IDOT a temporary construction easement of 910 square feet at the Public Safety Center along Route 34 for the sum of \$1,500. Member Kellogg 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 16-43 is available in the Office of the County Clerk.

ELECTED OFFICIALS REPORT AND OTHER DEPARTMENT REPORTS

Sheriff

Security System Update

Sheriff Baird informed the board that they are going to do a system at a time; they will have conference calls the last day of every month as the project goes along. The project expected to be completed in May of 2018.

Annual Report

**Kendall County Sheriff's Office
12 Month Report
December 01, 2015 - November 30, 2016**

Records Division

Papers Served	2,103
Civil Process Fees	\$ 89,654.41
Record Fees	\$ 3,100.45
Sheriff's Sales	\$ 161,400.00
Bond Fees	\$ 13,048.67

Operations Division

Calls for Service	8,344
Police Reports	3,930
Total Arrests	1,644
Traffic Contacts	7,527
Traffic Citations Issued	3,301
DUI Arrests	72
Zero Tolerance	2
CAD Report	25,931

Court Security

Courthouse Entries	186,793
Arrests made at Courthouse	267

Corrections Division

Average Daily Population	123
Meals Served	121,175
Average price per meal	1.28
Inmates Housed from Other Jurisdictions	603
Total Inmate Transports	2,405
Out of County Housing Billed Out	\$ 820,335

Total Vehicle Mileage 781,728

12 Month Budget Results

Sheriff's Budget	\$5,721,448.00	Corrections Budget	\$4,443,713.00
Year to Date	\$5,389,308.68	Year to Date	\$4,222,295.77
Balance	\$332,139.32	Balance	\$ 221,417.23
Percent	94.19%	Percent	95.02%

Sheriff Baird stated that they came in well under budget; he credits the operational changes and the dedicated employees of the Sheriff's Office. Sheriff spoke about the housing of inmates from other prisons. Sheriff Baird informed the board that they have taken delivery of a transport van. The cost of \$27,000 will come out of the court security fees. They are partnering with the Village of Oswego to help cover the cost.

Member Davidson made a motion to accept the Sheriff's annual report. Member Purcell seconded the motion. Chairman Gryder asked for a voice vote on the motion. All members present voting aye. Motion carried.

County Clerk

Revenue Report 11/1/16-11/30/16 11/1/15-11/30/15 11/1/14-11/30/14

Line Item	Fund	Revenue	Revenue	Revenue
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	County Clerk Fees	\$860.00	\$645.50	\$621.50
	County Clerk Fees - Marriage License	\$630.00	\$840.00	\$690.00
	County Clerk Fees - Civil Union	\$0.00	\$0.00	\$0.00
	County Clerk Fees - Misc	\$2,054.00	\$1,744.00	\$1,584.50
	County Clerk Fees - Recording	\$30,312.00	\$21,791.00	\$21,712.00
01010061205	Total County Clerk Fees	\$33,856.00	\$25,020.50	\$24,608.00
01010001185	County Revenue	\$29,337.00	\$22,302.25	\$38,507.50
38010001320	Doc Storage	\$17,374.00	\$13,359.50	\$13,351.50
51010001320	GIS Mapping	\$29,256.00	\$22,526.00	\$22,580.00
37010001320	GIS Recording	\$3,652.00	\$2,812.00	\$2,820.00
01010001135	Interest	\$50.92	\$34.78	\$30.51
01010061210	Recorder's Misc	\$1,107.50	\$4,047.25	\$1,705.60
81010001320	RHSP/Housing Surcharge	\$15,480.00	\$11,619.00	\$11,187.00
CK # 18128	To KC Treasurer	\$130,113.42	\$101,721.28	\$114,790.11

County Clerk Debbie Gillette stated the consolidated election will be held on April 4, 2017.

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 TWELVE MONTHS ENDED 11/30/2016

<u>REVENUES*</u>	Annual <u>Budget</u>	2016 YTD <u>Actual</u>	2016 YTD <u>%</u>	2015 YTD <u>Actual</u>	2015 YTD <u>%</u>
Personal Property Repl. Tax	\$406,460	\$365,463	89.91%	\$412,804	111.57%
State Income Tax	\$2,650,000	\$2,241,829	84.60%	\$2,886,356	120.77%
Local Use Tax	\$470,000	\$729,938	155.31%	\$405,525	90.12%
State Sales Tax	\$545,492	\$410,417	75.24%	\$626,905	75.99%
County Clerk Fees	\$358,000	\$367,914	102.77%	\$365,118	101.99%
Circuit Clerk Fees	\$950,000	\$890,647	93.75%	\$920,345	96.88%
Fines & Foreits/St Atty.	\$475,000	\$391,889	82.50%	\$465,017	93.00%
Building and Zoning	\$59,500	\$63,222	106.26%	\$75,852	137.91%
Interest Income	\$30,000	\$64,145	213.82%	\$18,813	62.71%
Health Insurance - Empl. Ded.	\$1,250,141	\$1,107,191	88.57%	\$1,076,569	96.61%

1/4 Cent Sales Tax	\$2,698,000	\$2,842,110	105.34%	\$2,775,859	107.80%
County Real Estate Transf Tax	\$396,420	\$372,609	93.99%	\$401,885	160.75%
Correction Dept. Board & Care	\$766,500	\$568,520	74.17%	\$746,238	82.92%
Sheriff Fees	\$355,000	\$229,650	64.69%	\$318,833	55.45%
TOTALS	\$11,410,513	\$10,645,544	93.30%	\$11,496,119	101.36%
Public Safety Sales Tax	\$4,800,000	\$4,960,810	103.35%	\$4,833,270	112.40%
Transportation Sales Tax	\$4,500,000	\$4,960,810	110.24%	\$4,833,270	112.40%

*Includes major revenue line items excluding real estate taxes which are to be collected later.

To be on Budget after 12 months the revenue and expense should at 100.00%

State's Attorney

State's Attorney Eric Weis said that they have been busy with union negotiations. They have hired a new Assistant State's Attorney who will start in the misdemeanor division.

Coroner

Statistics:

2016 Statistics		Stats for Same Period in 2015		Difference
2016 Total Deaths.....	284	Total Deaths.....	272	4%
Autopsies to Date.....	23	Autopsies....	18	
Toxicology Samples.	34	Toxicology Samples..	27	
Cremation Permits....	161	Cremation Permits...	151	7%

- * Deputy Jacquie Purcell provided a presentation at Yorkville High School for Operation Impact on November 30.

Coroner Jacquie Purcell thanked the Facilities and IT Departments for their help with the transition in the office. Coroner Purcell introduced Sam Marshall who is the new Chief Deputy Coroner. There are 3 total people in the office now and 18 letters did go out asking for return of county property including badges; 5 badges have been received. Badges have been changed and the old badges have been removed from the system.

Supervisor of Assessments

Supervisor of Assessments Andy Nicoletti stated that they are finishing up with the hearings for the year.

STANDING COMMITTEE REPORTS

Planning, Building and Zoning

Member Davidson said that they met to discuss the direction they want to go for the year.

Public Safety

Member Prochaska stated that they met and had no action items.

Administration/HR

Member Gilmour stated that they set the schedule for the year.

Highway

Member Kellogg reported that they did not meet, they will be meeting the 2nd Tuesday of the month.

Facilities

Member Davidson stated that the December 12, 2016 minutes are in the packet.

Economic Development

Member Hendrix said that she has met with Andrez Beltran to get an in depth review and discussion of all that has taken place before and to go over the strategic plan that is in place. They discussed things that have had significant action that has been taken on and had not been taken on. Ms. Hendrix discussed the meeting schedule.

Finance

CLAIMS

Member Purcell moved to approve the claims submitted in the amount of \$1,798,582.65, Grand Juror Claims from 11/21/16 in an amount not to exceed \$237.84 Grand Juror Claims from 12/5/16 in an amount not to exceed \$281.44. Member Davidson seconded the motion.

COMBINED CLAIMS: FCLT MGMT \$66,711.80, B&Z \$5,437.82, CO CLK & RCDR \$528.35, ELECTION \$7,409.99, ED SRV REG \$7,590.25, SHRFF \$42,254.33, CRRCTNS \$32,269.28, EMA \$1,079.20, CRCT CT CLK \$965.69, JURY COMM \$552.99, CRCT CT JDG \$11,016.26, CRNR \$1,119.24, CMB CRT SRV \$13,544.92, PUB DFNDR \$475.28, ST ATTY \$1,616.53, SPRV OF ASSMNT \$6,848.32, EMPLY HLTH INS \$350,705.71, PPPOST \$1,566.54, OFF OF ADM SRV \$7,374.50, GNRL INS & BNDG \$1,127.00, CO BRD \$2,766.55, TECH SRV \$9,504.51, CONTINGEN \$3,137.82, ECON DEV \$68.58, CO HWY \$19,471.78, CO BRDG \$177,182.22, TRNSPRT SALES TX \$610,399.40, HLTH & HMN SRV \$309,910.30, FRST PRSRV \$1,729.57, ELLIS HS \$453.66, ELLIS BRN \$35.20, ELLIS GRNDS \$9.12, ELLIS RDNG LSSNS \$331.57, HOOVER \$1,362.27, ENV ED SCHL \$22.74, ENV ED NTRL BGNNGS \$203.02, ENV ED LWS OF NTR \$10.46, GRNDS & NTRL RSRCS \$4,394.53, ANML CNTRL \$674.19, RCDR DOC STRG \$5,584.24, HIDTA \$62,375.84, CMSRY FND \$1,263.44, COOK CTY REIMB FND \$5,052.39, CRT SEC FND \$70.62, JVNL JSTC CNCL \$3,050.00, CRNR \$1,118.67, PRBTN SRV EXP FND \$4,211.83, ENG/CNSLTG ESCRW \$3,468.34, VAC \$6,092.35, CRCT CLRK OP/ADMIN FND \$4,775.00, CRNR SPCL FND \$162.72, FP BND PRCDS '07 \$15.00

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

Settlement of Nelson et al vs. Kendall County Coroner

Member Purcell moved to approve a payment for the settlement of Nelson et al vs. Kendall County Coroner in the amount not to exceed \$23,359.17 as court ordered on December 2, 2016 to come out of the contingency line item. Member Flowers seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

Finance Meeting Schedule

Chairman Gryder stated that a global schedule will be approved at the next meeting. There was no action on this item.

Levies

VETERAN'S ASSISTANCE COMMISSION FUND LEVY

We, the Committee on Finance of the County Board of Kendall County, Illinois respectfully reports that it has estimated the amount necessary to raise by taxation for Kendall County VAC Fund Levy purposes for the year December 1, 2016 to November 30, 2017 inclusive, and we would recommend the levying of the following sum of money or the respective purposes, to-wit:

VAC	\$ 403,789
Total	<u>\$ 403,789</u>

We, the Committee on Finance would therefore respectfully recommend to the County Board of Kendall County that the sum of FOUR HUNDRED THREE THOUSAND SEVEN HUNDRED EIGHTY-NINE DOLLARS (\$403,789) be levied on all property subject to taxation in the said County, as the same is assessed and equalized for in the year 2016, in the

manner as is provided in the Statute in such cases made and provided for the fiscal year December 1, 2016 to November 30, 2017 inclusive.

RESOLUTION: TAX LEVY, VETERAN'S ASSISTANCE COMMISSION FUND

BE IT RESOLVED by the County Board of Kendall County, State of Illinois, at this session of the December meeting of said Board held at the County Office Building in Yorkville, Kendall County, Illinois, on the 20 day of December A.D., 2016, that the above Tax Levy as recommended by the Committee on Finance be and the same is hereby approved and adopted and there is hereby levied for the purpose as above set forth upon all taxable property within the County of Kendall the said sum of FOUR HUNDRED THREE THOUSAND SEVEN HUNDRED EIGHTY-NINE DOLLARS (\$403,789).

I, Debbie Gillette, County Clerk and Clerk of the County Board, in Kendall County, State of Illinois, and keeper of the records and files thereof, do hereby certify that the foregoing to be a true and correct copy of a Resolution adopted by the County Board at a meeting held at the County Office Building in Yorkville on the 20 day of December A.D., 2016.

Chairman of the Board

Debbie Gillette

County Clerk and Clerk of the
County Board of Kendall
County, State of Illinois

Member Purcell moved to adopt the Veteran's Assistance Commission Fund levy in an amount not to exceed \$403,789. Member Davidson seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. Motion carried.

TUBERCULOSIS FUND LEVY

We, the Committee on Finance of the County Board of Kendall County, Illinois respectfully reports that it has estimated the amount necessary to raise by taxation for Tuberculosis Fund Levy purposes for the year December 1, 2016 to November 30, 2017 inclusive, and we would recommend the levying of the following sum of money or the respective purposes, to-wit:

Payments to Other Agencies	\$ 15,000
Total	\$ 15,000

We, the Committee on Finance would therefore respectfully recommend to the County Board of Kendall County that the sum of FIFTEEN THOUSAND DOLLARS (\$15,000) be levied on all property subject to taxation in the said County, as the same is assessed and equalized for in the year 2016 in the manner as is provided in the Statute in such cases made and provided for the fiscal year December 1, 2016 to November 30, 2017 inclusive.

RESOLUTION: TAX LEVY, TUBERCULOSIS FUND

BE IT RESOLVED by the County Board of Kendall County, State of Illinois, at this session of the December meeting of said Board held at the County Office Building in Yorkville, Kendall County, Illinois, on the 20 day of December A.D., 2016, that the above Tax Levy as recommended by the Committee on Finance be and the same is hereby approved and adopted and there is hereby levied for the purpose as above set forth upon all taxable property within the County of Kendall the said sum of FIFTEEN THOUSAND DOLLARS (\$15,000).

I, Debbie Gillette, County Clerk and Clerk of the County Board, in Kendall County, State of Illinois, and keeper of the records and files thereof, do hereby certify that the foregoing to be a true and correct copy of a Resolution adopted by the County Board at a meeting held at the County Office Building in Yorkville on the 20 day of December A.D., 2016.

Chairman of the Board

Debbie Gillette

County Clerk and Clerk of the
County Board of Kendall
County, State of Illinois

Member Purcell moved to adopt the Tuberculosis Fund levy in an amount not to exceed \$15,000. Member Gilmour seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. Motion carried.

LIABILITY INSURANCE FUND LEVY

We, the Committee on Finance of the County Board of Kendall County, Illinois respectfully reports that it has estimated the amount necessary to raise by taxation for Liability Insurance Fund purposes for the year December 1, 2016 to November 30, 2017, inclusive, and we would recommend the levying of the following sum of money for the respective purposes, to wit:

Insurance premiums and claims	<u>\$ 1,100,000</u>
Total	<u>\$ 1,100,000</u>

We, the Committee on Finance would therefore respectfully recommend to the County Board of Kendall County that the sum of ONE MILLION ONE HUNDRED THOUSAND DOLLARS (\$ 1,100,000) be levied on all property subject to taxation in the said County, as the same is assessed and equalized for the year 2016, in the manner as is provided in the Statute in such cases made and provided for the fiscal year December 1, 2016 to November 30, 2017, inclusive.

RESOLUTION: TAX LEVY, LIABILITY INSURANCE FUND

BE IT RESOLVED by the County Board of Kendall County, State of Illinois, at this session of the December meeting of said Board held at the County Office Building in Yorkville, Kendall County, Illinois, on the 20 day of December A.D., 2016, that the above Tax Levy as recommended by the Committee on Finance be and the same is hereby approved and adopted and there is hereby levied for the purpose as above set forth upon all taxable property within the County of Kendall the said sum of ONE MILLION ONE HUNDRED THOUSAND DOLLARS (\$ 1,100,000).

I, Debbie Gillette, County Clerk and Clerk of the County Board, in Kendall County, State of Illinois, and keeper of the records and files thereof, do hereby certify that the foregoing to be a true and correct copy of a Resolution adopted by the County Board at a meeting held at the County Office Building in Yorkville on the 20 day of December A.D., 2016.

Chairman of the Board

Debbie Gillette
County Clerk and Clerk of the
County Board of Kendall
County, State of Illinois

Member Purcell moved to adopt the Liability Insurance Fund levy in an amount not to exceed \$1,100,000. Member Gilmour seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. Motion carried.

SOCIAL SECURITY FUND LEVY

We, the Committee on Finance of the County Board of Kendall County, Illinois respectfully reports that it has estimated the amount necessary to raise by taxation for Social Security Fund purposes for the year December 1, 2016 to November 30, 2017, inclusive, and we would recommend the levying of the following sum of money for the respective purposes, to wit:

Contribution to Social Security System	<u>\$ 1,535,000</u>
Total	<u>\$ 1,535,000</u>

We, the Committee on Finance would therefore respectfully recommend to the County Board of Kendall County that the sum of ONE MILLION FIVE HUNDRED THIRTY-FIVE THOUSAND DOLLARS (\$ 1,535,000) be levied on all property subject to taxation in the said County, as the same is assessed and equalized for the year 2016 in the manner as is provided in the Statute in such cases made and provided for the fiscal year December 1, 2016 to November 30, 2017 inclusive.

RESOLUTION: TAX LEVY, SOCIAL SECURITY FUND

BE IT RESOLVED by the County Board of Kendall County, State of Illinois, at this session of the December meeting of said Board held at the County Office Building in Yorkville, Kendall County, Illinois, on the 20 day of December A.D., 2016 that the above Tax Levy as recommended by the Committee on Finance be and the same is hereby approved and adopted and there is hereby levied for the purpose as above set forth upon all taxable property within the County of Kendall the said sum of ONE MILLION FIVE HUNDRED THIRTY-FIVE THOUSAND DOLLARS (\$ 1,535,000).

I, Debbie Gillette County Clerk and Clerk of the County Board, in Kendall County, State of Illinois, and keeper of the records and files thereof, do hereby certify that the foregoing to be a true and correct copy of a Resolution adopted by the County Board at a meeting held at the County Office Building in Yorkville on the 20 day of December A.D., 2016.

Chairman of the Board

Debbie Gillette
County Clerk and Clerk of the
County Board of Kendall
County, State of Illinois

Member Purcell moved to adopt the Social Security Fund levy in an amount not to exceed \$1,535,000. Member Gilmour seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. Motion carried.

ILLINOIS MUNICIPAL RETIREMENT FUND LEVY

We, the Committee on Finance of the County Board of Kendall County, Illinois respectfully reports that it has estimated the amount necessary to raise by taxation for all Illinois Municipal Retirement Fund purposes for the year December 1, 2016 to November 30, 2017, inclusive, and we would recommend the levying of the following sum of money for the respective purposes, to wit:

Payments to Illinois Municipal Retirement System	\$ 3,000,000
Total	<u>\$ 3,000,000</u>

We, the Committee on Finance would therefore respectfully recommend to the County Board of Kendall County that the sum of THREE MILLION DOLLARS (\$ 3,000,000) be levied on all property subject to taxation in the said County, as the same is assessed and equalized for the year 2016, in the manner as is provided in the Statute in such cases made and provided for the fiscal year December 1, 2016 to November 30, 2017, inclusive.

RESOLUTION: TAX LEVY, ILLINOIS MUNICIPAL RETIREMENT FUND

BE IT RESOLVED by the County Board of Kendall County, State of Illinois, at this session of the December meeting of said Board held at the County Office Building in Yorkville, Kendall County, Illinois, on the 20 day of December A.D., 2016, that the above Tax Levy as recommended by the Committee on Finance be and the same is hereby approved and adopted and there is hereby levied for the purpose as above set forth upon all taxable property within the County of Kendall the said sum of THREE MILLION DOLLARS (\$ 3,000,000).

I, Debbie Gillette County Clerk and Clerk of the County Board, in Kendall County, State of Illinois, and keeper of the records and files thereof, do hereby certify that the foregoing to be a true and correct copy of a Resolution adopted by the County Board at a meeting held at the County Office Building in Yorkville on the 20 day of December A.D., 2016.

Chairman of the Board

Debbie Gillette
County Clerk and Clerk of the

Member Purcell moved to adopt the Illinois Municipal Retirement Fund levy in an amount not to exceed \$3,000,000. Member Prochaska seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. Motion carried

COUNTY BRIDGE FUND LEVY

We, the Committee on Finance of the County Board of Kendall County, Illinois respectfully reports that it has estimated the amount necessary to raise by taxation for all County Bridge Fund purposes for the year December 1, 2016 to November 30, 2017, inclusive, and we would recommend the levying of the following sum of money for the respective purposes, to wit:

Construction of Bridges/Bridge Program	\$ 500,000
Total	\$ 500,000

We, the Committee on Finance would therefore respectfully recommend to the County Board of Kendall County that the sum of FIVE HUNDRED THOUSAND DOLLARS (\$ 500,000) be levied on all property subject to taxation in the said County, as the same is assessed and equalized for the year 2016, in the manner as is provided in the Statute in such cases made and provided for the fiscal year December 1, 2016 to November 30, 2017, inclusive.

RESOLUTION: TAX LEVY, COUNTY BRIDGE FUND

BE IT RESOLVED by the County Board of Kendall County, State of Illinois, at this session of the December meeting of said Board held at the County Office Building in Yorkville, Kendall County, Illinois, on the 20 day of December A.D., 2016, that the above Tax Levy as recommended by the Committee on Finance be and the same is hereby approved and adopted and there is hereby levied for the purpose as above set forth upon all taxable property within the County of Kendall the said sum of FIVE HUNDRED THOUSAND DOLLARS (\$ 500,000).

I, Debbie Gillette County Clerk and Clerk of the County Board, in Kendall County, State of Illinois, and keeper of the records and files thereof, do hereby certify that the foregoing to be a true and correct copy of a Resolution adopted by the County Board at a meeting held at the County Office Building in Yorkville on the 20 day of December A.D., 2016.

Chairman of the Board

Debbie Gillette
County Clerk and Clerk of the
County Board of Kendall
County, State of Illinois

Member Purcell moved to adopt the Bridge Fund levy in an amount not to exceed \$ 500,000. Member Gilmour seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. Motion carried.

COUNTY HIGHWAY FUND LEVY

We, the Committee on Finance of the County Board of Kendall County, Illinois respectfully reports that it has estimated the amount necessary to raise by taxation for all County Highway Fund purposes for the year December 1, 2015 to November 30, 2016, inclusive, and we would recommend the levying of the following sum of money for the respective purposes, to wit:

Salaries	\$ 699,260
Equipment Maintenance	80,000
Building & Grounds Maintenance	75,000
Street Light Maintenance	25,000
Pavement & Striping	35,000
Traffic Signal Maintenance	20,000

Road & Bridge Maintenance	50,000
Gasoline & Oil	100,000
Highway Maintenance Material	250,000
Sign Supplies	25,000
Capital Equipment	140,740
	\$1,500,000

We, the Committee on Finance would therefore respectfully recommend to the County Board of Kendall County that the sum of ONE MILLION FIVE HUNDRED THOUSAND DOLLARS (\$1,500,000) be levied on all property subject to taxation in the said County, as the same is assessed and equalized for the year 2016, in the manner as is provided in the Statute in such cases made and provided for the fiscal year December 1, 2016 to November 30, 2017, inclusive.

RESOLUTION: TAX LEVY, COUNTY HIGHWAY FUND

BE IT RESOLVED by the County Board of Kendall County, State of Illinois, at this session of the December meeting of said Board held at the County Office Building in Yorkville, Kendall County, Illinois, on the 20 day of December A.D., 2016, that the above Tax Levy as recommended by the Committee on Finance be and the same is hereby approved and adopted and there is hereby levied for the purpose as above set forth upon all taxable property within the County of Kendall the said sum of ONE MILLION FIVE HUNDRED THOUSAND DOLLARS (\$1,500,000).

I, Debbie Gillette County Clerk and Clerk of the County Board, in Kendall County, State of Illinois, and keeper of the records and files thereof, do hereby certify that the foregoing to be a true and correct copy of a Resolution adopted by the County Board at a meeting held at the County Office Building in Yorkville on the 20 day of December A.D., 2016.

Chairman of the Board

Debbie Gillette
County Clerk and Clerk of the
County Board of Kendall
County, State of Illinois

Member Purcell moved to adopt the Highway Fund levy in an amount not to exceed \$1,500,000. Member Davidson seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. Motion carried.

EXTENSION EDUCATION FUND LEVY

We, the Committee on Finance of the County Board of Kendall County, Illinois respectfully reports that it has estimated the amount necessary to raise by taxation for Extension Education Fund Levy purposes for the year December 1, 2016 to November 30, 2017 inclusive, and we would recommend the levying of the following sum of money for the respective purposes, to wit:

Payments to Kendall County	
Cooperative Extension	\$ 187,527
Total	<u>\$ 187,527</u>

We, the Committee on Finance would therefore respectfully recommend to the County Board of Kendall County that the sum of ONE HUNDRED EIGHTY-SEVEN THOUSAND FIVE HUNDRED TWENTY-SEVEN DOLLARS (\$ 187,527) be levied on all property subject to taxation in the said County, as the same is assessed and equalized for the year 2016, in the manner as is provided in the Statute in such cases made and provided for the fiscal year December 1, 2016 to November 30, 2017, inclusive.

RESOLUTION: TAX LEVY, EXTENSION EDUCATION FUND

BE IT RESOLVED by the County Board of Kendall County, State of Illinois, at this session of the December meeting of said Board held at the County Office Building in Yorkville, Kendall County, Illinois, on the 20 day of December A.D., 2016, that the above Tax Levy as recommended by the Committee on Finance be and the same is hereby approved and adopted and there is hereby levied for the purpose as above set forth upon all taxable property within

the County of Kendall the said sum of ONE HUNDRED EIGHTY-SEVEN THOUSAND FIVE HUNDRED TWENTY-SEVEN DOLLARS (\$ 187,527).

I, Debbie Gillette, County Clerk and Clerk of the County Board, in Kendall County, State of Illinois, and keeper of the records and files thereof, do hereby certify that the foregoing to be a true and correct copy of a Resolution adopted by the County Board at a meeting held at the County Office Building in Yorkville on the 20 day of December A.D., 2016.

Chairman of the Board

Debbie Gillette
County Clerk and Clerk of the
County Board of Kendall
County, State of Illinois

Member Purcell moved to adopt the Extension Education Fund levy in an amount not to exceed \$187,527. Member Gilmour seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. Motion carried.

SOCIAL SERVICES FOR SENIOR CITIZENS FUND LEVY

We, the Committee on Finance of the County Board of Kendall County, Illinois respectfully reports that it has estimated the amount necessary to raise by taxation for Social Services for Senior Citizens Fund Levy purposes for the year December 1, 2016 to November 30, 2017 inclusive, and we would recommend the levying of the following sum of money or the respective purposes, to-wit:

Payments to Other Agencies	\$ 350,000
Total	<u>\$ 350,000</u>

We, the Committee on Finance would therefore respectfully recommend to the County Board of Kendall County that the sum of THREE HUNDRED FIFTY THOUSAND DOLLARS (\$350,000) be levied on all property subject to taxation in the said County, as the same is assessed and equalized for in the year 2016 in the manner as is provided in the Statute in such cases made and provided for the fiscal year December 1, 2016 to November 30, 2017 inclusive.

RESOLUTION: TAX LEVY, SOCIAL SERVICES FOR SENIOR CITIZENS FUND

BE IT RESOLVED by the County Board of Kendall County, State of Illinois, at this session of the December meeting of said Board held at the County Office Building in Yorkville, Kendall County, Illinois, on the 20 day of December A.D., 2016, that the above Tax Levy as recommended by the Committee on Finance be and the same is hereby approved and adopted and there is hereby levied for the purpose as above set forth upon all taxable property within the County of Kendall the said sum of THREE HUNDRED FIFTY THOUSAND DOLLARS (\$350,000).

I, Debbie Gillette, County Clerk and Clerk of the County Board, in Kendall County, State of Illinois, and keeper of the records and files thereof, do hereby certify that the foregoing to be a true and correct copy of a Resolution adopted by the County Board at a meeting held at the County Office Building in Yorkville on the 20 day of December A.D., 2016.

Chairman of the Board

Debbie Gillette
County Clerk and Clerk of the
County Board of Kendall
County, State of Illinois

Member Purcell moved to adopt the Social Services for Senior Citizens Fund levy in an amount not to exceed \$350,000. Member Kellogg seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. Motion carried.

COMMUNITY 708 MENTAL HEALTH FUND LEVY

We, the Committee on Finance of the County Board of Kendall County, Illinois respectfully reports that it has estimated the amount necessary to raise by taxation for Community 708 Mental Health Fund purposes for the year December 1, 2016 to November 30, 2017, inclusive, and we would recommend the levying of the following sum of money for the respective purposes, to wit:

Contractual services - human services - counseling	\$ 825,500
Contractual services - other agencies	<u>104,500</u>
Total	<u>\$ 930,000</u>

We, the Committee on Finance would therefore respectfully recommend to the County Board of Kendall County that the sum of NINE HUNDRED THIRTY THOUSAND DOLLARS (\$930,000) be levied on all property subject to taxation in the said County, as the same is assessed and equalized for the year 2016, in the manner as is provided in the Statute in such cases made and provided for the fiscal year December 1, 2016 to November 30, 2017 inclusive.

RESOLUTION: TAX LEVY, MENTAL HEALTH FUND

BE IT RESOLVED by the County Board of Kendall County, State of Illinois, at this session of the December meeting of said Board held at the County Office Building in Yorkville, Kendall County, Illinois, on the 20 day of December A.D., 2016, that the above Tax Levy as recommended by the Committee on Finance be and the same is hereby approved and adopted and there is hereby levied for the purpose as above set forth upon all taxable property within the County of Kendall the said sum of NINE HUNDRED THIRTY THOUSAND DOLLARS (\$930,000).

I, Debbie Gillette, County Clerk and Clerk of the County Board, in Kendall County, State of Illinois, and keeper of the records and files thereof, do hereby certify that the foregoing to be a true and correct copy of a Resolution adopted by the County Board at a meeting held at the County Office Building in Yorkville on the 20 day of December A.D., 2016.

Chairman of the Board

Debbie Gillette
County Clerk and Clerk of the
County Board of Kendall
County, State of Illinois

Member Purcell moved to adopt the 708 Mental Health Fund levy in an amount not to exceed \$930,000. Member Gilmour seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. Motion carried.

HEALTH AND HUMAN SERVICES FUND LEVY

We, the Committee on Finance of the County Board of Kendall County, Illinois respectfully reports that it has estimated the amount necessary to raise by taxation for Health and Human Services Fund purposes for the year December 1, 2016 to November 30, 2017, inclusive, and we would recommend the levying of the following sum of money for the respective purposes, to wit:

Salaries	\$ 757,000
Total	<u>\$ 757,000</u>

We, the Committee on Finance would therefore respectfully recommend to the County Board of Kendall County that the sum of SEVEN HUNDRED FIFTY-SEVEN THOUSAND DOLLARS (\$ 757,000) be levied on all property subject to taxation in the said County, as the same is assessed and equalized for the year 2016, in the as is provided in the Statute in such cases made and provided for the fiscal year December 1, 2016 to November 30, 2017, inclusive.

RESOLUTION: TAX LEVY, HEALTH DEPARTMENT FUND

BE IT RESOLVED by the County Board of Kendall County, State of Illinois, at this session of the December meeting of said Board held at the County Office Building, Yorkville, Kendall County, Illinois, on the 20 day of December A.D., 2016, that the above Tax Levy as recommended by the Committee on Finance be and the same is hereby approved and adopted and there is hereby levied for the purpose as above set forth upon all taxable property within the County of Kendall the said sum of SEVEN HUNDRED FIFTY-SEVEN THOUSAND DOLLARS (\$ 757,000).

I, Debbie Gillette, County Clerk and Clerk of the County Board, in Kendall County, State of Illinois, and keeper of the records and files thereof, do hereby certify that the foregoing to be a true and correct copy of a Resolution adopted
Co Board 12/20/16

by the County Board at a meeting held at the County Office Building in Yorkville on the 20 day of December A.D., 2016.

Chairman of the Board

Debbie Gillette
 County Clerk and Clerk of the
 County Board of Kendall
 County, State of Illinois

Member Purcell said that he knows that the levy amount here is different than in the budget. Mr. Purcell stated that Dr. Tokars reached out and came forward to say that the Health Department is going to pay \$225,000, they will commit to paying \$375,400 for this year.

Member Purcell moved to adopt the Health and Human Services Fund levy in an amount not to exceed \$757,000. Member Flowers seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. Motion carried.

GENERAL FUND LEVY

We, the Committee on Finance of the County Board of Kendall County, Illinois respectfully report that it has estimated the amount necessary to raise by taxation for all County General Fund purposes for the year December 1, 2016 to November 30, 2017, inclusive, and we would recommend the levying of the following sum of money for the respective purposes, to wit:

<u>Accounting and Auditing</u>	Auditing Services	<u>\$ 50,000</u> 50,000
<u>Administrative Services</u>	Salaries	<u>273,546</u> 273,546
<u>Board of Review</u>	Salaries - Board Members	<u>55,140</u> 55,140
<u>Capital Expenditure</u>	Capital Expenditure	<u>145,350</u> 145,350
<u>Chief County Assessing Officer</u>	Salaries	150,600
	Publications	<u>20,000</u> 170,600
<u>Circuit Court Judge</u>	Salaries	<u>127,340</u> 127,340
<u>Combined Court Services</u>	Salaries	<u>637,800</u> 637,800
<u>Coroner</u>	Salaries	<u>100,640</u> 100,640
<u>Corrections</u>	Salaries – Deputies	200,000
	Contractual Services	150,000
	Medical Expenses	<u>50,000</u> 400,000

<u>County Board</u>	Salary - Chairman	12,010
	Salaries - Board Members	21,600
	Per Diem	<u>28,500</u>
		62,110
<u>County Clerk and Recorder</u>	Salaries	<u>88,370</u>
		88,370
<u>Educational Services Region</u>	Salaries and Benefits	35,400
		<u>35,400</u>
<u>Election Costs</u>	Salaries	15,000
	Supplies	40,000
	Ballots	50,000
	Contractual Services	<u>100,000</u>
		205,000
<u>Facilities Management</u>	Salaries	405,480
	Contractual	200,000
	Utilities	<u>528,200</u>
		1,133,680
<u>Health Insurance</u>	Premiums	<u>3,640,000</u>
		3,640,000
<u>Jury Commission</u>	Salaries	6,000
	Juror Per Diem	<u>30,000</u>
		36,000
<u>KenCom IGA</u>	Intergovernmental Agreement	<u>1,775,000</u>
		1,775,000
<u>Planning, Building and Zoning</u>	Salaries	40,000
	Consultants	<u>5,000</u>
		45,000
<u>Property Tax Services</u>	Contractual Services	<u>70,000</u>
		70,000
<u>Public Defender</u>	Salaries	<u>234,840</u>
		234,840
<u>State's Attorney</u>	Salaries	<u>692,000</u>
		692,000

<u>Sheriff</u>	Salaries - Deputies	400,000
	Salary - Sheriff	110,410
	Salaries - Chief/Commander	190,000
	Salaries - Clerical	<u>95,000</u>
		795,410
<u>Technology Services</u>	Salaries	275,500
	Contractual/Capital	<u>160,000</u>
		435,500
		<hr/>
	Total	<u><u>\$ 11,208,725</u></u>

We, the Committee on Finance would therefore respectfully recommend to the County Board of Kendall County that the sum of ELEVEN MILLION TWO HUNDRED EIGHT THOUSAND SEVEN HUNDRED TWENTY-FIVE DOLLARS (\$11,208,725) be levied on all property subject to taxation in the said County, as the same is assessed and equalized for the year 2016, in the manner as is provided for the fiscal year December 1, 2016 to November 30, 2017, inclusive.

RESOLUTION: TAX LEVY, GENERAL FUND

BE IT RESOLVED by the County Board of Kendall County, State of Illinois, at this session of the December meeting of said Board held at the County office Building in Yorkville, Kendall County, Illinois, on the 20 day of December A.D., 2016, that the above Tax Levy as recommended by the Committee on Finance be and the same is hereby approved and adopted and there is hereby levied for the purpose as above set forth upon all property within the County of Kendall the said sum of ELEVEN MILLION TWO HUNDRED EIGHT THOUSAND SEVEN HUNDRED TWENTY-FIVE DOLLARS (\$11,208,725).

I, Debbie Gillette County Clerk and Clerk of the County Board, In Kendall County, State of Illinois, and keeper of the records and files thereof, do hereby certify that the foregoing to be a true and correct copy of a Resolution adopted by the County Board at a meeting held at the County Office in Yorkville on the 20 day of December A.D., 2016.

Chairman of the Board

Debbie Gillette
County Clerk and Clerk of the
County Board of Kendall
County, State of Illinois

Member Purcell moved to adopt the General Fund Levy in an amount not to exceed \$11,208,725. Member Gilmour seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. Motion carried.

Health & Environment

Member Gilmour stated that they will meet on January 9, 2017.

Committee of the Whole

Chairman Gryder reported that they talked about many of the item that are on the agenda and also new board member training.

STANDING COMMITTEE MINUTES APPROVAL

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

SPECIAL COMMITTEE REPORTS

VAC

Chad Lockman, the Superintendent of the VAC said that they will be meeting on January 4, 2017.

Historic Preservation

Member Flowers is working on putting together a meeting in January.

Board of Health

They will have a meeting in January.

Juvenile Justice Council

Member Gilmour stated that they will be meeting in January and they will be talking about the 5K run and looking for sponsorships. State's Attorney Weis said that they have handed out the truancy grants to 6 schools throughout Kendall County.

UCCI

Member Prochaska said that the next meeting is January 24 to 25, 2017. They will be having the education seminar, topics to be included are OMA, FOIA and duties and responsibilities of the chairs, vice chairs and committee chairs and vice chairs and rank and file board members.

CITIZENS TO BE HEARD

Todd Milliron thanked the Coroner for the update on the Office. He said that it is encouraging to see that the Chief Deputy Coroner is expected to do some work. Mr. Milliron said that the missing badges need to be retrieved.

BREAK

RECONVENE

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, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity 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 Hendrix seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

ADJOURNMENT

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

Approved and submitted this 4th day of January, 2017.

Respectfully submitted by,
Debbie Gillette
Kendall County Clerk

Kendall County Clerk				
Revenue Report		12/1/16-12/31/16	12/1/15-12/31/15	12/1/14-12/31/14
Line Item	Fund			Revenue
	County Clerk Fees	\$ 1,053.00	\$ 705.00	\$ 682.50
	County Clerk Fees - Marriage License	\$ 1,200.00	\$ 780.00	\$ 990.00
	County Clerk Fees - Civil Union	\$ 30.00	\$ -	\$ 30.00
	County Clerk Fees - Misc	\$ 2,194.85	\$ 1,494.47	\$ 1,534.00
	County Clerk Fees - Recording	\$ 38,504.00	\$ 24,292.00	\$ 23,235.00
01010061205	Total County Clerk Fees	\$ 42,981.85	\$ 27,271.47	\$ 26,471.50
01010001185	County Revenue	\$ 46,956.50	\$ 32,707.00	\$ 20,427.75
38010001320	Doc Storage	\$ 21,715.00	\$ 14,344.00	\$ 14,161.50
51010001320	GIS Mapping	\$ 36,574.00	\$ 24,196.00	\$ 23,886.00
37010001320	GIS Recording	\$ 4,564.00	\$ 3,022.00	\$ 2,982.00
01010001135	Interest	\$ 50.32	\$ 48.23	\$ 39.10
01010061210	Recorder's Misc	\$ 9,275.50	\$ 3,082.00	\$ 6,174.75
81010001320	RHSP/Housing Surcharge	\$ 18,954.00	\$ 12,690.00	\$ 12,285.00
CK # 18150	To KC Treasurer	\$ 181,071.17	\$ 117,360.70	\$ 106,427.60
Death Certificate Surcharge sent from Clerk's office \$1492.00 ck # 18149				
Dom Viol Fund sent from Clerk's office \$205.00 ck 18148				

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 12/31/2016

<u>REVENUES*</u>	<u>Annual Budget</u>	<u>2016 YTD Actual</u>	<u>2016 YTD %</u>	<u>2015 YTD Actual</u>	<u>2015 YTD %</u>
Personal Property Repl. Tax	\$370,000	\$16,246	4.39%	\$16,412	4.04%
State Income Tax	\$2,400,000	\$219,333	9.14%	\$0	0.00%
Local Use Tax	\$625,000	\$48,285	7.73%	\$138,110	29.39%
State Sales Tax	\$480,000	\$55,628	11.59%	\$35,044	6.42%
County Clerk Fees	\$330,000	\$33,856	10.26%	\$25,021	6.99%
Circuit Clerk Fees	\$950,000	\$0	0.00%	\$60,208	6.34%
Fines & Foreits/St Atty.	\$430,000	\$0	0.00%	\$27,556	5.80%
Building and Zoning	\$62,000	\$11,346	18.30%	\$0	0.00%
Interest Income	\$37,500	\$0	0.00%	\$2,058	6.86%
Health Insurance - Empl. Ded.	\$1,266,058	\$123,257	9.74%	\$112,909	9.03%
1/4 Cent Sales Tax	\$2,920,000	\$234,724	8.04%	\$234,921	8.71%
County Real Estate Transf Tax	\$396,420	\$29,337	7.40%	\$22,302	5.63%
Correction Dept. Board & Care	\$875,000	\$24,880	2.84%	\$49,800	6.50%
Sheriff Fees	\$255,000	\$17,811	6.98%	\$20,037	5.64%
TOTALS	\$11,396,978	\$814,704	7.15%	\$744,378	6.52%
Public Safety Sales Tax	\$5,068,000	\$410,963	8.11%	\$402,617	8.39%
Transportation Sales Tax	\$4,750,000	\$410,963	8.65%	\$402,617	9.36%

*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%

EXPENDITURES

All General Fund Offices/Categories

	\$27,840,244	\$2,862,430	10.28%	\$2,306,675	8.19%
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KENDALL COUNTY CORONER
— JACQUIE PURCELL —

Description	**	Month: December 2016 (FY 2017)	Fiscal Year-to-Date	December 2015/FY 16
Total Deaths		33	33	33
Natural Deaths		27	27	30
Accidental Deaths				
Overdose	**	2	2	0
Motor Vehicle		0	0	3
Other		0	0	0
Pending	**	3	3	0
Suicidal Deaths	**	1	1	0
Homicidal Deaths		0	0	0
Toxicology		6	6	4
Autopsies		6	6	3
Cremation Authorizations		22	22	18

**

Overdose Deaths:

1. 12/01/2016 - Plainfield/Joliet PD – 40 yo, white, male - Cocaine, Heroin and Fentanyl Intoxication
2. 12/04/2016 - Plano/Plano PD – 37 yo, white, female – Methadone Intoxication

Pending Deaths:

1. 12/02/2016 - Montgomery/Kendall County Sheriff – 66 yo, white female, Pending Investigation
2. 12/15/2016 - Oswego/Oswego Police – 47 yo, white female, probable overdose/pending toxicology
3. 12/31/2016 - Plano/Plano PD – 32 yo, white male, probable overdose/pending toxicology

Suicidal Deaths:

1. 12/22/2016 - Oswego/Oswego PD – 46 yo, white male, Asphyxiation due to Hanging

PERSONNEL/OFFICE ACTIVITY:

1. New Chief Deputy Coroner, Samantha Marshall, hired December 1, 2016.
2. Coroner Purcell provided presentation for Operation Impact at Yorkville High School on December 1, 2016.

— 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 December 19, 2016 – Unofficial until approved

CALL TO ORDER

The meeting was called to order by Chairman Davidson at 6:36 p.m.

ROLL CALL

Committee Members Present: Committee Chairman Bob Davidson, Lynn Cullick, Matt Kellogg, Board Chairman Scott Gryder (6:42PM arrival)

Committee Members Absent: Judy Gilmour

Also Present: Jeff Wilkins, County Administrator; Mike Hoffman, Teska Associates, Inc.; Brian Holdiman, Code Compliance Official

APPROVAL OF AGENDA

Motion by Member Kellogg, second by Member Cullick, to approve the agenda as written. With a voice vote of three ayes, the motion carried.

APPROVAL OF MINUTES

Motion by Member Cullick, second by Member Kellogg, to approve the minutes from the November 7, 2016 meeting. With a voice vote of three ayes, the motion carried.

EXPENDITURE REPORT

Committee reviewed the claims report. Motion by Member Gryder, second by Member Cullick to recommend approval of claims to the County Board in the amount of \$8,906.16. By roll call vote motion carried 4-0.

PUBLIC COMMENT

None

PETITIONS

None

NEW BUSINESS

The Committee discussed the proposed meeting schedule for 2017 on the same day of the month and start time of 6:30pm or changing to 6pm. Members generally preferred a 6pm start time. However, conflicts could occur with the Public Safety Committee starting at 5:30pm on the same day of the month.

Mr. Hoffman reviewed the topics discussed at the last Ad Hoc Zoning Ordinance Committee meeting on November 30, 2016. The topics included the need to create a winery special use, noise regulations for special uses, banquet hall regulations and gun range regulations. The Committee would like staff to research possible revisions to noise regulations for special uses, banquet hall regulations and gun range regulations. Winery regulations can be researched at a

later time. The Committee would also like to concentrate research on various noise abatement techniques such as trees, mounds, barriers and setbacks.

OLD BUSINESS

Mr. Wilkins reported Matt Asselmeier has been selected as the new senior planner and he will begin on January 3, 2017.

UPDATE FOR HISTORIC PRESERVATION

Mr. Hoffman announced the passing of Stephenie Todd, a founding member of Kendall County's Historic Preservation Commission. The Committee asked for a draft resolution for the next PBZ committee meeting in order for approval at the January 17 County Board meeting.

Mr. Hoffman said that the Landmarks Illinois group is searching their members list for possible Kendall County residents that may be interested serving as Kendall County Historic Preservation Commission members.

Mr. Wilkins suggested the Committee consider revisions to the HPC ordinance regarding member criteria to ease the ability to fill the vacancies. The Committee asked staff to provide the member criteria sections of the HPC ordinance at the January 9 PBZ committee meeting.

REVIEW PERMIT REPORT

Committee reviewed the permit report. Staff will provide 2016 year end comparison to previous years.

REVIEW REVENUE REPORT

Committee reviewed the revenue report. Staff will provide 2016 year end comparison to previous years.

CORRESPONDANCE

None

EXECUTIVE SESSION

At 8:02PM, Member Cullick motioned, second by Member Gryder to enter executive session for the purposes of 5 ILCS 120/2 c (1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel of the public body to determine its validity.

At 8:10PM, Committee reentered open session.

ADJOURNMENT

Member Kellogg motioned to adjourn, second by Member Cullick. With a voice vote of four ayes, Committee Chairman Davidson adjourned the meeting at 8:11p.m.

Minutes prepared by Jeff Wilkins, County Administrator and Interim Director of Planning, Building and Zoning

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 January 9, 2017 – Unofficial until approved

CALL TO ORDER

The meeting was called to order by Acting Chairman Scott Gryder at 6:31 p.m.

ROLL CALL

Committee Members Present: Lynn Cullick, Judy Gilmour, Matt Kellogg, Board Chairman Scott Gryder

Committee Members Absent: Committee Chairman Bob Davidson

Also Present: Jeff Wilkins, County Administrator; Matt Asselmeier, Senior Planner

APPROVAL OF AGENDA

Motion by Member Gilmour, second by Member Cullick, to approve the agenda as written. With a voice vote of four ayes, the motion carried.

APPROVAL OF MINUTES

Motion by Member Gilmour, second by Member Cullick, to approve the minutes from the December 19, 2016 meeting. With a voice vote of four ayes, the motion carried.

EXPENDITURE REPORT

Committee reviewed the claims report. Motion by Member Gilmour, second by Member Kellogg to recommend approval of claims to the County Board in the amount of \$1,257.74. By roll call vote motion carried 4-0.

PUBLIC COMMENT

None

PETITIONS

None

NEW BUSINESS

Staff provided an update on three cases, Jet's Towing, Delaney Gun Range, and Pagel Rezoning.

Jet's Towing, located at 790 Eldamain Road, requested a rezoning from A-1 to M-1 and variances related to fencing (landscaping) and parking surface. The Committee noted that the United City of Yorkville expressed opposition to this proposal. The Committee requested clarification on the supermajority requirement needed for approval of this case when it goes before the County Board. Discussion occurred regarding code compliance. Mr. Wilkins explained that the rezoning and variance process was the route the petitioner was going to get into compliance. This proposal goes before the RPC on January 25th and the ZBA on January 30th.

Robert Delaney, 1502 Church Road, requested a special use permit to operate an outdoor shooting range on property zoned A-1. The Special Use Hearing Officer will hear this proposal on April 3rd.

John and Sharon Pagel, 2380 Douglas Road, requested a zoning map amendment to rezone their property from R-1 to R-3 in order to split the parcel and construct another home on the eastern half of the property. This proposal goes before the RPC on January 25th and the ZBA on January 30th.

OLD BUSINESS

Mr. Asselmeier reported that he is aware of the Committee's request for research related to noise regulations. Mr. Asselmeier will have more information at the next Committee meeting.

UPDATE FOR HISTORIC PRESERVATION

The Committee reviewed a resolution recognizing the community service of Stephanie Todd. Motion by Member Gilmour, second by Member Cullick, to approve the resolution as written. With a voice vote of four ayes, the motion carried.

Mr. Asselmeier presented an email from the Illinois Historic Preservation Agency stating that Kendall County could set its own criteria for membership on the Historic Preservation Commission. Discussion occurred regarding relaxing the professional membership requirements and reducing the size of the Historic Preservation Commission from five to seven. The Committee requested staff to modify the membership criteria and prepare an amendment for the next Committee meeting.

REVIEW PERMIT REPORT

Committee reviewed the permit report.

REVIEW REVENUE REPORT

Committee reviewed the revenue report.

CORRESPONDANCE

Mr. Asselmeier presented email correspondence from John Golkosky, 43 Timber Lane, Yorkville, regarding the proposed relocation of Kingmoor Drive. Kingmoor Drive is a private road connecting U.S. 34 to several houses along the Fox River. The Illinois Department of Transportation plans to construct a detention basin as part of the U.S. 34 widening project; IDOT worked with the local property owner to relocate Kingmoor Drive for this widening project. Mr. Golkosky is concerned about traffic lights shining into his home and noise. Per Kendall County's Zoning Ordinance, a private street can be a maximum 500 feet; the proposed relocation would be greater than 500 feet. Upon review of the matter, Mr. Wilkins explained that, because this was a state sponsored project, the Kendall County Stormwater Ordinance would not apply and some questions existed whether or not the Zoning Ordinance applied to this project. The Committee had no objections to staff pursuing a legal opinion from the State's Attorney's Office on the question of whether or not the Zoning Ordinance applied in this case.

PUBLIC COMMENT

None

EXECUTIVE SESSION

None

ADJOURNMENT

Member Cullick motioned to adjourn, second by Member Gilmour. With a voice vote of four ayes, Acting Committee Chairman Davidson adjourned the meeting at 7:07 p.m.

Minutes prepared by Matthew Asselmeier, AICP, Senior Planner

COUNTY OF KENDALL, ILLINOIS
Resolution Honoring Stephenie (Sucik) Todd



Resolution 17 - _____

WHEREAS, the members of the Kendall County Board are saddened by the news of the death of Stephenie (Sucik) Todd, who passed away on November 7, 2016; and

WHEREAS, Stephenie (Sucik) Todd was born on January 28, 1944, the daughter of Stephen and Pearl Sucik; and

WHEREAS, Stephenie (Sucik) Todd was married to Thomas J. Todd in 1966 and was the proud mother of Thomas H. Todd, Liberty (Russell) Gee, and Julie (Leif) Rogers; and grandmother to Luke Rogers and Juniper Gee; and

WHEREAS, Stephenie (Sucik) Todd gave up a career as a manager at Illinois Bell/AT & T to raise their children and help found Todd Surveying; and

WHEREAS, Stephenie (Sucik) Todd was an avid genealogist and local historian, she participated in the founding of several local historical preservation and genealogical organizations; and

WHEREAS, Stephenie (Sucik) Todd was an expert in researching the history of property transfers and ownership, a skill that benefited her in her second career as a real estate agent; and

WHEREAS, Stephenie (Sucik) Todd was awarded the Oswegoland Heritage Association Mary Cutter Bickford Award for excellence in preserving local history in 2016; and

WHEREAS, Stephenie (Sucik) Todd will be remembered for bringing the stories of previous generations to life through the annual Oswego Cemetery walk; and

WHEREAS, Stephenie (Sucik) Todd joined efforts with the Sons of the Union Veterans of the Civil War to dedicate new markers and headstones for 22 Union soldiers from the Civil War, including three African-American soldiers, in the Oswego Township Cemetery; and

WHEREAS, Stephenie (Sucik) Todd will always be remembered for assisting in the founding of the Kendall County Historic Preservation Commission, her endless knowledge of the County and extensive databases and pictures as she surveyed Kendall County for many years; therefore, be it

RESOLVED, BY THE RESIDENTS OF KENDALL COUNTY AS REPRESENTED BY THE KENDALL COUNTY BOARD, that we mourn the passing of the Stephenie (Sucik) Todd and extend our sincere condolences to her family, friends, and all who knew and loved her.

Approved on January 17, 2017

Attest:

Scott R. Gryder, County Board Chair

Debbie Gillette, County Clerk and Recorder

COUNTY OF KENDALL, ILLINOIS
PUBLIC SAFETY COMMITTEE
Monday, January 9, 2017
Meeting Minutes

Call to Order and Pledge Allegiance - Chair Matthew Prochaska called the meeting to order at 5:30p.m. and led the Pledge of Allegiance.

Roll Call: Member Gilmour, Member Hendrix, and Member Prochaska were present. **With three members present voting aye, a quorum was determined to conduct business.**

Member Purcell entered the meeting at 5:37p.m.

Committee Members Absent: Tony Giles (excused)

Others Present: Undersheriff Harold Martin, Commander Mike Peters, Deputy Commander Jason Langston, EMA Director Joe Gillespie, Facilities Director Jim Smiley

Approval of the Agenda – Member Gilmour made a motion to approve the agenda, second by Member Prochaska. **With three members present in agreement with the amendment, the motion carried.**

Approval of Minutes – Member Gilmour made a motion to approve the December 12, 2016 meeting minutes, second by Member Prochaska. **With three members present in agreement, the motion carried.**

Public Comment – None

KenCom Report – None

Coroner's Report – Written report provided

EMA Report – Deputy Commander Joe Gillespie reviewed the events, training and activities for EMA for the month of December. He stated they continued with the siren, StarCom, and WSPY EAS testing.

Deputy Commander Gillespie reported that he is concerned about the conditions of the Fox River and potential ice jams/blocks. He continues to monitor the situation and will keep the committee updated.

Sheriff's Report – Mike Peters reviewed the Operations Division report, and Undersheriff Martin reviewed the reports for the Corrections and Records Divisions.

Commander Peters reported that the Sheriff's Office and the Health Department will provide upcoming training opportunities for all County employees on crisis prevention and violent encounters.

Training on Crisis Prevention will be on January 20th at 10:00a.m. and February 24th at 10:00a.m. at the Health Department. And training for violent encounters (based off the "ALICE" model) will be on March 17th at 10:00a.m. and April 28th at 2:00p.m. in the Health Department.

Commander Peters stated that they are planning to expand this training to the public sector, and will be meeting with local chambers of commerce.

Undersheriff Martin reported that the Sheriff's Office has received a grant from CVS Pharmacies that allows them to have a Prescription Drug Disposal Unit in the Public Safety Center. Drop off hours are Monday – Friday, 8:00a.m. – 4:30p.m. After hours' drop-offs can be arranged as necessary.

Old Business

- ❖ *Update on Propane* – Commander Peters reported they are currently conducting an assessment of the proposal from Alternative Fuel Supply to see what benefits they might receive, and they have been reaching out to other agencies that use propane on their squads, and figuring out the cost effectiveness to maintenance increase. He said that it looks promising, and there just a few more details that need to be compiled such as prices and additional grant or subsidy opportunities. Commander Peters will continue to update the committee. Commander Peters stated that the price of propane would be approximately .30 cents less than the average local the cost of gasoline. The company would provide the conversion kits upfront.

Mr. Smiley will ask Leopardo for a copy of their report for new Board Members Giles, Hendrix and Kellogg, so they can be up to date on the original proposal.

- ❖ *Update on Securus* – EMA Director Joe Gillespie said the contract was sent back to Securus but has not been returned, he contacted Securus today regarding the Video Bond Call and Visitation contract, and said when received, they will forward the contract to the State's Attorney's Office for review, and then present the contract to the Board for approval.
- ❖ *Update on in Squad Car Videos* – Deputy Commander Jason Langston reported that they are currently working with a digital patroller DP2 and DP3 camera system, which is updated and manufactured by Utility Associates, who no longer make the DP2 system, and the DP3 system has already become dated. Langston said with technology changes, there are more options available that are far more efficient and user-friendly. The new systems produce a better quality video, and can incorporate a body warn camera, if that ever becomes an option they want to pursue or if they are mandated by law. Those systems exist now that can run 4-5 cameras in the car, a body warn camera and can integrate with interview room technologies. Currently they are paying \$1800 per year in a third party warranty to maintain the CP2 system. The Sheriff's Office has met with Facilities and Technology Services regarding some of the upcoming hurdles that will need to be

addressed, such as cloud storage, Wi-Fi access points, etc. they have done some preliminary research to look at different manufacturer's and different systems. The approximate cost for 28 squads would be \$5200 per unit. The Sheriff's Office will continue to update the committee.

New Business - None

Executive Session – Not Needed

Public Comment – None

Action Items for County Board - None

Adjournment – Member Hendrix made a motion to adjourn the Public Safety Committee meeting, second by Member Gilmour. **With all in agreement, the meeting adjourned at 6:13p.m.**

Respectfully Submitted,

Valarie McClain
Administrative Assistant and Recording Secretary

COUNTY OF KENDALL, ILLINOIS
ADMINISTRATION HUMAN RESOURCES COMMITTEE
Meeting Minutes
Tuesday, December 27, 2016

CALL TO ORDER

The meeting was called to order by Admin HR Committee Chair Lynn Cullick at 5:33p.m.

ROLL CALL

Committee Members Present: Lynn Cullick – here, Bob Davidson – yes, Judy Gilmour – here, John Purcell - present, Matthew Prochaska - here

Others present: Glen Campos, Scott Koeppel

APPROVAL OF AGENDA: Member Purcell made a motion to approve the agenda, second by Member Gilmour. **With five members present in agreement, the motion carried.**

APPROVAL OF MINUTES: Member Purcell made a motion to approve the December 13, 2016 meeting minutes, second by Member Gilmour. **With five members present in agreement, the motion carried.**

CBIZ Update – Glenn Campos that ID cards from United Healthcare were mailed out last week. Mr. Campos said that there have been employee questions, and that employees that didn't yet receive a card can obtain a temporary card from him.

PUBLIC COMMENT – None

DEPARTMENT HEADS AND ELECTED OFFICIALS REPORTS

Scott Koeppel, Technology Director updated the committee on their current projects:

- a. Copier Transition – They continue to get departments set-up. He said they are involving the departments more by streamlining the process and having departments contact Konica directly with any issues or supply requests. He reported they are also reviewing the numbers of color copies that are being made, and working with Konica Minolta on reports and data that can help Technology to lower costs County-wide.
- b. KenCom Issues – Mr. Koeppel said that some of the fire engines are having connectivity issues with the way they connect back with KenCom to get information. The connection is dropping consistently around the County. Technology is researching options to assist with alleviating the issues.
- c. File Storage Issues – Some departments are increasing the amount of space they use rapidly. Technology is investigating why it's happening and how they can curb the increase, off-load the files or possibly delete older documents.

- d. Technology is testing Sprint with the Sheriff's Office in attempt of cutting mobile phone costs.

COMMITTEE BUSINESS

- *Employee Handbook Updates* – The following were suggested changes made by the committee:
 1. Motion made by Member Purcell, second by Member Prochaska to remove Section 5.3 Educational Reimbursement. **Motion approved by a voice vote.**
 2. Section 5.2 - Workers' Compensation
 - a. Why isn't the Report of Injury or Incident Report language not in the new section?
 - b. Does the insurance carrier require/suggest having an employee injured on the job, complete an incident form?
 - c. Is the Incident form or Report of Injury form required for employer records?
 3. Section 6.3 - Bereavement
 - a. Why was "blood relative" removed from the list of covered immediate family member?
 - b. What is the definition of an eligible employee? Why isn't it clearly listed in this section? Is it full-time employees? Part-time Employees? Or both?
 4. Section 6.5 – Time Off to Vote
 - a. Clarify the statement "can use sick, personal or vacation time"
 5. Section 6.10 – New Law
 - a. Define ½ time schedule

There was consensus by the committee to have the Human Resources Coordinator have the proposed changes, including the changes and updates from the committee tonight, reviewed by the State's Attorney's Office, and then provide a proposed final version for review by the committee on January 10, 2017.

- *Per Diem/Salary Discussion* – Item tabled until the January 10, 2017 meeting
- *Department Heads Review* - Scott Koeppel reported that Jeff Wilkins asked that he and Jim Smiley, Facilities Management Director, provide their 2017 goals to him last week. Mr. Wilkins will then complete his evaluation of these two Directors, and review with the Admin HR Committee Chair.
- *County Administrator Review* - Item tabled until the January 10, 2017 meeting

ITEMS FOR COMMITTEE OF THE WHOLE - None

ITEMS FOR COUNTY BOARD - None

EXECUTIVE SESSION – Not needed

ADJOURNMENT – Member Prochaska moved to adjourn the meeting at 7:09p.m., Member Gilmour seconded the motion. The motion was unanimously approved by a voice vote.

Respectfully Submitted,

Valarie McClain
Administrative Assistant/Recording Secretary

COUNTY OF KENDALL, ILLINOIS
ADMINISTRATION HUMAN RESOURCES COMMITTEE
Meeting Minutes
Tuesday, January 10, 2016

CALL TO ORDER

The meeting was called to order by Admin HR Committee Chair Lynn Cullick at 5:13p.m.

ROLL CALL

Committee Members Present: Judy Gilmour – here, Lynn Cullick – here, Matthew Prochaska – here
With five members present, a quorum was established to conduct committee business.

Committee Members Absent: John Purcell

Member Davidson entered the meeting at 5:15p.m.

County Personnel Present: Glen Campos, Scott Koeppel, Jeff Wilkins

APPROVAL OF AGENDA: Member Gilmour made a motion to approve the agenda, second by Member Prochaska. **With all in agreement, the motion carried.**

APPROVAL OF MINUTES: Member Prochaska made a motion to approve the December 27, 2016 meeting minutes, second by Member Gilmour. **With all in agreement, the motion carried.**

DEPARTMENT HEAD AND ELECTED OFFICIAL REPORTS

Technology – Mr. Koeppel briefed the committee on the proposal for a new County Board camera system. Mr. Koeppel reviewed the two different options available, the pricing, the subscriptions that are required, video-streaming, and the current system we are using. Mr. Koeppel said the goal is to replace the current camera with a new camera that is more viable and capable of live video streaming.

Member Davidson made a motion to unplug the camera temporarily until other security options are explored, second by Member Gilmour. **With four members voting aye, the motion carried.**

PUBLIC COMMENT – None

COMMITTEE BUSINESS

- *Per Diem/Salary Discussion* – There was consensus by the committee to separate the two items into Mileage and Per Diem/Salary.

Discussion on when mileage should be submitted for reimbursement. The committee agreed that mileage should only be used when County Board Members attend meetings or events outside of the County. The committee agreed that it is the County Board Members

responsibility to obtain the County Board Chair or the County Board Vice Chair signature and date on each mileage form submitted for outside meeting attendance.

Member Davidson made a motion that mileage should only be claimed by a Board Member if travelling outside of Kendall County, second by Member Gilmour. **With all members present voting aye, the motion carried.**

Member Cullick will meet with the State's Attorney to see if the new mileage policy can be implemented now.

The Per Diem/Salary discussion was forwarded to the January 23, 2017 Committee meeting for additional discussion.

- *Department Heads Review* – Mr. Wilkins reviewed the professional goals established by Scott Koepfel, Technology Director, during his Department Head Evaluation, with the committee.
- *County Administrator Review* – Lynn Cullick will send the employee evaluation form to all Board Members for completion, who will then send their completed evaluation to the County Board Chair. Once all information is compiled, the Board will meet to review the compilation of the ten evaluations, and then Chairman Gryder will meet with Mr. Wilkins for his Evaluation Review.
- *Employee Handbook Updates* – Jeff Wilkins and Glen Campos reviewed the changes suggested at the last committee meeting with the committee. When the changes have been reviewed by the State's Attorney's Office, it will then go to the County Board for approval.

ITEMS FOR COMMITTEE OF THE WHOLE - None

ACTION ITEMS FOR COUNTY BOARD - None

PUBLIC COMMENT – None

EXECUTIVE SESSION – Not Needed

ADJOURNMENT – Member Prochaska moved to adjourn the meeting at 6:59p.m., second by Member Gilmour. **With four members voting aye, the meeting adjourned.**

Respectfully Submitted,

Valarie McClain
Administrative Assistant/Recording Secretary



**A RESOLUTION RELATING TO PARTICIPATION BY ELECTED OFFICIALS
IN THE ILLINOIS MUNICIPAL RETIREMENT FUND**

IMRF Form 6.64 (Rev. 03/12) (Income tax information can be found on the reverse side of this resolution)

PLEASE ENTER Employer IMRF I.D. Number
3024.

RESOLUTION

Number _____

WHEREAS, the County of Kendall

EMPLOYER NAME

is a participant in the Illinois Municipal Retirement Fund; and

WHEREAS, elected officials may participate in the Illinois Municipal Retirement Fund if they are in positions

normally requiring performance of duty for 600 hours or more per year; and
600 OR 1,000

WHEREAS, this governing body can determine what the normal annual hourly requirements of its elected officials are, and should make such determination for the guidance and direction of the Board of Trustees of the Illinois Municipal Retirement Fund;*

NOW THEREFORE BE IT RESOLVED that the Kendall County Board

BOARD, COUNCIL, ETC.

finds the following elected positions qualify for membership in IMRF.

TITLE OF ELECTED POSITION	DATE POSITION BECAME QUALIFIED
County Board	12/01/1976

CERTIFICATION

I, Debbie Gillette, the Kendall County Clerk
NAME CLERK OR SECRETARY OF THE BOARD

of the County of Kendall of the County of Kendall
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 Kendall County Board at a meeting duly
BOARD, COUNCIL, ETC.

convened and held on the _____ of _____ 20____.
DAY MONTH YEAR

SIGNATURE CLERK OR SECRETARY OF THE BOARD

* Any person who knowingly makes any false statement or falsifies or permits to be falsified any record of the Illinois Municipal Retirement Fund in an attempt to defraud IMRF is guilty of a Class 3 felony (40 ILCS 5/1-135).

Illinois Municipal Retirement Fund
2211 York Road, Suite 500, Oak Brook, Illinois 60523-2337
Member Services Representatives 1-800-ASK-IMRF (1-800-275-4673)

**A RESOLUTION RELATING TO PARTICIPATION BY ELECTED OFFICIALS
IN THE ILLINOIS MUNICIPAL RETIREMENT FUND**

INCOME TAX INFORMATION

All elected officials eligible to participate in IMRF are considered active participants in an employer sponsored retirement plan under the Internal Revenue Code, **even if the official does not elect to participate in IMRF**, and are subject to the IRA deductibility limits imposed by law.

Rescission of this resolution is not definite evidence under IRS regulations that these elected positions are no longer covered by an employer sponsored pension plan.

DOCUMENTATION

If requested by IMRF, **the unit of government should be prepared to produce the documentation verifying that the hours required to perform the duties of the office meet or exceed the IMRF hourly standard.** This documentation would include, but not be limited to: office hours, number of meetings held annually, preparation time for meetings, conferences, and other corroboration of the time required to perform the duties of the office.

Time spent on-call or otherwise informally available to constituents does not count toward the IMRF hourly standard. Additionally, down-time spent travelling to meetings does not count toward the IMRF hourly standard.

Illinois Municipal Retirement Fund
2211 York Road, Suite 500, Oak Brook, Illinois 60523-2337
Member Services Representatives 1-800-ASK-IMRF (1-800-275-4673)

HIGHWAY COMMITTEE MINUTES

DATE: January 10, 2017
LOCATION: Kendall County Highway Department
MEMBERS PRESENT: Matt Kellogg, Scott Gryder, Lynn Cullick and Bob Davidson
STAFF PRESENT: Ginger Gates, Fran Klaas and John Burscheid
ALSO PRESENT: P.J. Fitzpatrick, Kelly Farley and Jarrod Cebulski

The committee meeting convened at 4:00 P.M. with roll call of committee members. Elizabeth Flowers absent. Quorum established.

Motion Davidson; second Gryder, to approve the agenda as presented. Motion carried unanimously.

Motion Cullick, second Gryder to approve the Highway Committee meeting minutes from November 8, 2016. Motion carried unanimously.

An agreement between Kendall County and Hampton, Lenzini and Renwick, Inc. to provide preliminary engineering services for replacement of a drainage structure on Ament Road was presented to the committee. The project is in Kendall Township and would utilize Township Bridge Program funds; which provides for 80% payment by IDOT, and 10% each for the County and the Township for all engineering and construction costs. The agreement provides for engineering fees in the amount of \$28,500 for this project. State's Attorney office has reviewed the agreement. Motion Gryder; second Cullick to recommend approval of the agreement to the County Board. Motion carried unanimously.

An agreement between Kendall County and Hutchison Engineering, Inc. for replacement of the Clear Creek Bridge in Millington was presented to the committee. This bridge is located on Fox River Drive near the railroad tracks in Millington. The structure is nearly 70 years old, is scour critical, and has bearings that are failing. It is in the County's 5-Year Plan for replacement in 2019. Replacement of the bridge will require closing Fox River Drive during construction. The agreement specifies fees not to exceed \$177,100. Motion Gryder; second Cullick to recommend approval of the agreement to the County Board. Motion carried unanimously.

A supplemental agreement between Kendall County and Willett Hofmann & Associates, Inc. in the amount of \$48,479.99 was presented to the committee. This supplemental agreement covers extra work required by IEPA and IDNR to assess water quality, aquatic species and wetland species in a tributary creek to the W. Aux Sable, as well as other services necessary to take this project to a March 10, 2017 letting. The County Engineer was supportive of the supplemental amount. This project will also require the closing of Grove Road, and will utilize Brisbin Road as a signed detour route. Motion Cullick; second Davidson to recommend approval of the agreement to the County Board.

An agreement between Kendall County, City of Yorkville and Bristol Road District was presented to the committee. Klaas explained the need for the agreement because of the proposed replacement of the Galena Road Bridge over Blackberry Creek in 2018, and the plan to use

Kennedy Road, Bristol Ridge Road and Cannonball Trail as a signed detour route. Trying to stage construction of the new bridge using one-lane traffic would likely not work well because of the high volume of traffic on Galena Road and the additional time necessary for stage construction. Additionally, stage construction is estimated to cost \$225,000 more than closing the road and providing a signed detour route. The biggest obstacle to using Kennedy Road as a signed detour route is that it is in very bad condition. Klaas suggested that the County could resurface Kennedy Road for an estimated \$160,000 and still be money ahead. Davidson asked about the narrow lanes on Kennedy Road. He also suggested that the agreement should have some kind of maximum dollar exposure to the County, such as the \$160,000 estimate for improvement. Burscheid indicated that the City might not have the ability to participate in the cost of the Kennedy Road improvement due to budget issues if the cost exceeds \$160,000. Gryder asked about the timeframe. Klaas said that the bridge replacement is scheduled for 2018, but would like to pave Kennedy Road in 2017 so that the detour route is ready to go early in 2018 if the contractor is ready to start bridge construction. Kellogg asked if Kennedy Road was on the City's list of proposed improvements for 2017. Klaas indicated it was not. This agreement will be forwarded to Yorkville and Bristol for further negotiation on the terms.

Davidson asked about the similarity with Eldamain Road detour when construction begins between River Road and Route 34, and what detour would be used for that project. Klaas stated that the County couldn't use Mitchell Road because it doesn't exit. Instead, the detour would be on River Road, Fox River Drive and Route 34. Davidson supported the connection of Mitchell Road, while Gryder and Cullick argued against spending County money on it. Davidson thought it would save money on the Eldamain construction if Mitchell Road could be used as a detour, and also provide additional safety.

The committee reviewed a resolution to place weight limit restrictions on certain county highways for the winter / spring of 2017, with a 90 day maximum time limit. Motion Cullick; second Gryder to recommend approval of said resolution. Motion carried with Davidson opposed.

The committee reviewed a request for the use of eminent domain to acquire two small triangles of new right-of-way at the intersection of Millington Road and Rogers Road. The new right-of-way would be used to improve the sight distance at this intersection, which has experienced some very serious accidents over the past couple years, including two fatal accidents in 2015. The Highway Department has replaced and added signage at this location; and Klaas indicated that the Department is looking at all ways to improve safety. The acquisition of sight triangles would be one of several improvements being considered. The committee was shown pictures of how the sight triangle has improved sight distance on the east side of the intersection. Klaas indicated that the County did a similar thing on Eldamain Road by authorizing the use of eminent domain, even though the County eventually did not file any action in court. He expects a similar result in this case. Davidson asked about whether there was enough right-of-way to install a roundabout. There is not. Additionally, a roundabout would cost approximately \$750,000. Klaas pointed out that Millington Road is a county highway; a north/south thru-street. There are multiple local roads that intersect with Millington Road; but they all stop for Millington. He would like to keep Millington as the thru-street, if possible. The committee discussed the limits of jurisdiction on Millington Road for both Kendall and LaSalle Counties. Kellogg asked about the value of the acquisition. Klaas indicated that there would be appraisals made, but the value would certainly be less than \$1,000 because the parcels are each only a little over 0.02 acre in size. Motion

Davidson; second Cullick to recommend the use of eminent domain to the County Board. Motion carried with Gryder opposed.

Kelly Farley gave an update on the Little Rock Road improvements. The plans are 99% complete, right-of-way has been acquired, and the project is going to a letting in the spring of 2017.

P.J. Fitzpatrick provided an update on the Collins Road extension. Phase I Engineering is ongoing. The consultant has met with IDOT and FHWA recently and has refined the purpose and need for the project. A public meeting will be held on February 7, 2017 at the Oswego High School to provide information and discuss the proposed project with the general public.

Klaas provided a power point presentation on some of the long range transportation goals for the County, as well as the proposed 5-Year Plan. The committee discussed the need for additional Fox River bridges and north / south corridors. Committee discussed the alignment of the Prairie Parkway and the WIKADUKE Trail, as well as certain projects in the 5-Year Plan. Also discussed Brisbin Road alignment at Sherrill and rededication of Church Road right-of-way.

Motion Davidson; second Cullick to forward Highway Department bills for the month of January in the amount of \$183,543.70 to the Finance Committee for approval. Motion to approve bills carried unanimously.

Meeting adjourned at 5:05 P.M.

Respectfully submitted,



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

Action Items

1. Agreement with Hampton, Lenzini and Renwick, Inc. to provide preliminary engineering services for the replacement of a drainage structure on Ament Road utilizing Township Bridge Program Funds in the amount of \$28,500.
2. Agreement with Hutchison Engineering, Inc. to provide preliminary engineering services for the replacement of the Clear Creek Bridge in Millington in an amount not to exceed \$177,100.
3. Supplemental Agreement with Willett Hofmann & Associates, Inc. for completion of preliminary engineering on Grove Road Bridge over W. Aux Sable Creek in the amount on \$48,479.99.
4. Resolution authorizing the posting of weight limit restrictions on certain roads in Kendall County.
5. Resolution authorizing the use eminent domain to acquire new right-of-way along the west side of Millington Road at N4650 Road intersection.

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 – 2017

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. 2017.

Debbie Gillette – County Clerk

(Seal)

COUNTY OF KENDALL, ILLINOIS
FACILITIES MANAGEMENT COMMITTEE
MEETING MINUTES
FRIDAY January 6, 2017

Committee Chair Bob Davidson called the meeting to order at 3:30 p.m.

Roll Call: Bob Davidson – yes, Tony Giles – here, Judy Gilmour – here, Audra Hendrix – here, Matt Kellogg – here. **With all members present, a quorum was formed to conduct business.**

Others Present: Facilities Management Director Jim Smiley, Technology Director Scott Koeppel, County Administrator Jeff Wilkins.

Approval of December 12, 2016 Meeting Minutes – Member Hendrix made a motion to approve the December 12, 2016 meeting minutes, second by Member Gilmour. All members voted aye via voice vote.

Motion approved.

Public Comment – Chad Lockman, Superintendent of the VACKC spoke to the Facilities Committee about moving the VACKC office which is currently 550 sq. ft. to a facility that is 1800 sq. ft. Chairman Davidson stated that the committee will review the information submitted by Mr. Lockman and address the move at a future date.

Old Business/Projects

1. *Historic Courthouse (HCH) Window Replacement Project* – Director Smiley stated that he met with the vendor in which he received the drawings from the manufacturer. After verifying dimensions, a couple changes will need to be made to the drawings. Mr. Smiley stated that the vendor will revise the drawings and re-submit them for approval. Jim continued to state that once the drawings have been approved delivery takes about six (6) weeks and is hopeful for an early spring installation. Project cost came in slightly over budget. Jim confirmed that this project is for the three (3) worst windows at this time. Mr. Smiley also stated that 6 – 8 more windows will eventually need to be replaced. Chairman Davidson advised the committee to keep in mind that another \$35,000.00 will need to be put in the budget to replace another 3 windows this year.

2. *Health and Human Service Counter Improvement Pricing Request* – Mr. Smiley received a quote from a company for the bulletproof glass as requested by Dr. Tokars for the HHS building. The received quote is based on 2 levels of glass. This quote also included the Clerk and Treasurer's offices. Jim informed the committee that Level 1 glass is rated for small caliber handguns i.e.; 9mm and Level 3 glass is rated for 44 magnum handguns. Jim received a previous quote for laminated glass for the Clerk and Treasurer's office which was \$6,200.00. Member Gilmour asked for clarification if this countertop glass for HHS will come from Facilities budget or HHS's budget. Chairman Davidson stated that the Clerk and Treasurer do not want the glass on their counters as they are requesting that the building be secured. Chairman Davidson wants the Committee to see the cost comparison of the glass options as they further discuss alternatives to securing the building. Member Gilmour stated that the sheriff offered less expensive options that can be done until the decision is made on the larger price items. City Administrator Wilkins agreed that locking the one door may help but the bigger question is does anything really need to be done or are we going to do something. Member Hendrix asked who will make this final decision, the clerk and treasurer or the committee. Chairman Davidson stated that the County owns the buildings. Discussions will continue throughout future meetings; at this time the Committee directed Mr. Smiley to obtain quotes on laminated glass for HHS counters as a comparison.

Chairman Davidson also informed the board that Dr. Tokars would like to have escape ladders installed on the second floor as an optional escape route in an emergency. Director Smiley stated if this is to be done, it would be best to put the ladders within the four (4) corners of the building where the windows are even with the floor.

3. *Microphone Addition Request for the County Board Room* – Director Smiley stated that the microphone will be ordered next week.
4. *Courthouse Heat Transfer Wheel Repair* – Mr. Smiley received second quote which came in \$1,500 less than the first quote received. Jim is moving forward with the second quote. The total repair is estimated at \$8,000.00. Jim informed the committee that it will take up to two (2) weeks to receive the parts, once received the repair will be scheduled. The cost of this repair will come out the equipment repair line item.

New Business/Projects

1. *Chairman's Report* ;
 - a. *Office Security needs* – The office security needs were addressed during Health and Human Service Counter Improvement Pricing Request discussion.
 - b. *Leopardo Energy Efficiency and County Facilities Project* – Chairman Davidson stated that a meeting with Leopardo is scheduled on January 31, 2017 to get new county board members up to speed on the proposed projects. Director Smiley was asked by Chairman Davidson & County Administrator Wilkins to also submit costs for doing the A/C systems replacements on our own. Mr. Davidson suggested it might be better to borrow funding on our own instead of taking from the budget surplus in either case. City Administrator Jeff Wilkins informed the Committee as of right now there is \$195,000 in the Public Safety Capitol Fund available if the A/C System were to go bad. Jeff continued to inform the Committee that Leopardo has also stated that the A/C Systems will not pay for themselves but there may be cost savings just by through energy efficiency of the new units. Chairman Davidson stated that the Sheriff's office is also exploring propane conversions for the squad cars. Member Kellogg questioned if the savings for the propane conversion will go back to the sheriff's budget or the county's general fund. Member Hendrix agreed that the HVAC needs to be replaced. Chairman Davidson wants a decision on the HVAC by February and ordered soon after that if we are doing them ourselves. Members Hendrix and Vice-Chair Giles requested copies of the Leopardo report from Mr. Smiley before the scheduled meeting on January 31st.
 - c. *PSC A/C System Replacements* – The PSC A/C System Replacements were addressed during the Leopardo Energy Efficiency and County Facilities Project discussion.
2. *Annual Load Bank Testing – All Locations* – Director Smiley informed the committee that the annual load testing was done on December 12th, no issues were reported.
3. *County Office Building Emergency Alarm Testing* – Mr. Smiley stated that aside from the discussion of hardening security at the County Office Building, Jim & Technology Services have been making electronic security upgrades for the last year and a half. Minor lobby improvements have been made in many of the departments along with installing wireless panic alarms. Jim and Ryan from technology services have installed a device on the system that if enabled it will send an email, text and/or auto-dialing to other department phones. System testing started with the Treasurer's office. Mr. Smiley continued that a few changes need to be made to the programing and Jim is hoping to get this finished up in the near future.
4. *Health and Human Services Generator Repair*- Jim stated that the week of December 19th, the generator failed when running routine testing. The cause was a damaged control panel, the part was replaced and is working properly now.
5. *SEDAC Energy Assistance Review – Public Safety Center* – Director Smiley stated that he met with SEDAC in where an energy review is being done of the Public Safety Center, Courthouse and parking lots/wall lighting. Jim stated that items on the report will also include items that are also in

the Leopardo package. Jim is waiting on recommendations from SEDAC as well as possible grants for the upgrades.

6. *Phone Setups; Courthouse, Animal Control and Coroner's office* – Director Smiley informed the Committee that additional phones in coroner and zoning office were installed. The courthouse also had six (6) extensions installed, which will be paid by the judiciary and will be utilized for interpreter services. These should be connected with the state within a few weeks. Director Koppel informed the Committee that these interpreter lines are video as well as phone. Mr. Koppel stated that the laptops are here and ready.

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 – Not needed

Adjournment – Chairman Davidson asked if there was a motion to adjourn. Member Kellogg made a motion to adjourn the meeting, second by Member Gilmour. **With all members present voting aye, the meeting adjourned at 4:41 p.m.**

Respectfully submitted,

Christina Wald
Administrative Assistant

COUNTY OF KENDALL, ILLINOIS
BUDGET & FINANCE COMMITTEE
Meeting Minutes
Thursday, December 29, 2016

Call to Order

The Budget and Finance Committee was called to order by Chairman John Purcell at 5:33p.m.

Committee Members Present: Bob Davidson, Matthew Prochaska, John Purcell

Committee Members Absent: Lynn Cullick (excused), Matt Kellogg (excused)

Others Present: Latreese Caldwell

Claims Review and Approval– Member Prochaska moved to forward to the County Board the Approval of Supplemental Claims in an amount not to exceed \$1,551,805.15, Grand Juror Claims from 12-19-2016 in an amount not to exceed \$262.88, and December 2016 Petit Juror Claims in an amount not to exceed \$1,989.04, second by Member Davidson.

Member Prochaska questioned why former employees Dan Koukol, Ken Toftoy and Jeff Wehrli are still listed as receiving the HSA funding. Member Prochaska noted that Dan Koukol was listed to receive \$1500, Ken Toftoy \$1500, and Jeff Wehrli. **Member Purcell asked that Glen Campos be contacted to provide an answer and provide a correct list of the allocations to the committee on Friday morning.**

Discussion on the process of notifying the County offices when an employee is terminated or hired.

Member Prochaska questioned the Credit Card purchase by the Health Department for toners. Member Prochaska asked if they are on the County Konica Minolta program or not.

Member Prochaska also questioned the rental of 6 – 30' cocktail tables for the Health Department. **An email was sent to Dr. Tokars for response to the two questions for the Health Department.**

Member Prochaska also questioned a toxicology charge for the Coroner's Office. **An email was sent to Corner Purcell for response to the question.**

Roll Call: Member Prochaska – aye, Member Davidson – yes, Member Purcell – yes. **With three members present voting aye, the motion carried.**

Items from Other Committees – Member Davidson briefly reported on the PBZ meeting items and the Facilities meeting items for January 6, 2017.

Department Head and Elected Official Reports - None

Items of Business

- *Review Pre-Approved Budget Report* – Discussion on updates of names and other changes needed to the Pre-Approved Budget Report.
- *Authorize payment from contingency line item 0102-037-6999 to Attorney James G. Groat in the amount of \$15,868.30 for services provided to Kendall County during the settlement of Nelson et al vs. Ken Toftoy, Kendall County Coroner, as court ordered on December 16, 2016* – Member Prochaska made a motion to forward the item to the County Board for approval, second by Member Davidson. **With three members voting aye, the motion carried.**

Other Business - None

Public Comment – None

Questions from the Media – None

Items for Committee of the Whole –

Executive Session – Not needed

Items for the County Board

- *Approval of Supplemental Claims in an amount not to exceed \$1,551,805.15, Grand Juror Claims from 12-19-2016 in an amount not to exceed \$262.88, and December 2016 Petit Juror Claims in an amount not to exceed \$1,989.04*
- *Approval of payment from contingency line item 0102-037-6999 to Attorney James G. Groat in the amount of \$15,868.30 for services provided to Kendall County during the settlement of Nelson et al vs. Ken Toftoy, Kendall County Coroner, as court ordered on December 16, 2016*

Adjournment – Member Prochaska made a motion to adjourn the Budget and Finance Committee meeting, second by Member Davidson. **The meeting adjourned at 6:29p.m.**

Respectfully submitted,

Valarie McClain
Administrative Assistant/Recording Secretary

COUNTY OF KENDALL, ILLINOIS
BUDGET & FINANCE COMMITTEE
Meeting Minutes
Thursday, January 12, 2017

Call to Order

Chairman John Purcell called the Budget and Finance Committee to order at 5:31p.m.

Roll Call

Committee Members Present: Matt Kellogg, Bob Davidson, Matthew Prochaska, Lynn Cullick, John Purcell

Others Present: Latreese Caldwell, Jeff Wilkins, RaeAnn VanGundy

Claims Review and Approval – Member Prochaska moved to forward to the County Board the Approval of Supplemental Claims in an amount not to exceed \$834,416.32, Claims for Kendall County Coroner’s Office in an amount not to exceed \$2,506.37, and Petit Juror Claims in an amount not to exceed \$2,832.35, second by Member Cullick. **With five member’s present voting aye, the motion carried.**

Items from Other Committees

Facilities - Member Davidson stated that Facilities is waiting on the estimate of the cost for glass that will be installed at the front reception desk of the Health Department. He will keep the committee updated.

PBZ – Member Davidson said that they are working on the noise abatement, and several other ordinances that they plan to review and clarify parts of the ordinances that are not clear, and then they will take those back to the PBZ Committee, then on to the County Board for approval.

Highway – Member Kellogg briefed the committee on the items for the County Board meeting on Tuesday.

Admin HR- Member Cullick is proposing that the County Board room camera system be changed to fix the issues with the current camera. She reported that Technology has researched other options and will provide that information at a future meeting.

Department Head and Elected Official Reports - None

Items of Business

- *Authorize payment from contingency line item 0102-037-6999 to Arbitrator Robert Heggie for the Warren arbitration for Motion made by Member Cullick to forward the approval of payment to Arbitrator Robert Heggie from contingency line 0102-037-6999, second Member Prochaska. **With five members voting aye, the motion carried.***

- *Review Adjustment to Extension of General Fund Levy* – Jeff Wilkins stated that when they increased the levy for the Health Department for the additional \$225,000, they did not lower the levy of the General Fund, which means that they are levying more that they are actually able to extend (the extension). Mr. Wilkins said this was just informational and that no action is needed at this time.

Public Comment – None

Questions from the Media – None

Items for Committee of the Whole - None

Items for the County Board

- *Approval of Supplemental Claims in an amount not to exceed \$834,416.32, Claims for Kendall County Coroner's Office in an amount not to exceed \$2,506.37, and Petit Juror Claims in an amount not to exceed \$2,832.35*

Executive Session – Not needed

Adjournment – Member Prochaska made a motion to adjourn the Budget and Finance Committee meeting, second by Member Cullick. **The meeting adjourned at 6:18p.m.**

Respectfully submitted,

Valarie McClain
Administrative Assistant/Recording Secretary

COUNTY OF KENDALL, ILLINOIS
Health & Environment Committee
Monday, January 9, 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: Tony Giles - here, Matthew Prochaska – here, Judy Gilmour – here

Members Absent: Elizabeth Flowers (excused) *Member John Purcell entered the meeting at 3:05p.m.*

Others Present: Megan Andrews, Jenny Wold, and Dr. Amaal Tokars

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

APPROVAL OF MEETING MINUTES – Member Prochaska made a motion to approve the meeting minutes from October 17, 2016, second by Member Giles. **With four members present voting aye, the motion carried.**

STATUS REPORTS

- **Health Department** – Dr. Amaal Tokars updated the committee on the four National and County issues that the Health Department continues to monitor including Viruses, Lead, Opioids, and the importance of Vaccines. The Health Department continues to educate the County citizens on these health risks and ways to protect themselves.
- **Kendall County Soil and Water District** – Megan Andrews and Jenny Wold reviewed the various activities that they focused on for 2016, including 339 classroom presentations, 375 educators attending teacher workshops/in-services, a summer graduate course and mailings, providing education and technical services to residents in Kendall County, Natural Resources Tour, Summer Camps, the Farm and Safety Camp at Kellogg Farms, National Ag Day, and the Graduate Summer AG Institute. Most of the activities are planned for 2017.
- **Water Related Groups** – No report

OLD BUSINESS – None

NEW BUSINESS

- *2017 Committee Meeting Dates* – There was consensus by the four members present to meet on the third Monday of each month at 3:00p.m.

- *Approval of the Water Supply Ordinance* - Member Prochaska made a motion to amend the Water Supply Ordinance according to the state recommendations, second by Member Giles. Dr. Tokars said that all three of the ordinances will go back to the state for approval, and they will send a letter to the County if the ordinances are approved. **With four members voting aye, the motion carried.**
- *Approval of the Onsite Wastewater Treatment System Ordinance* – Member Prochaska made a motion to forward the Onsite Water Supply Ordinance; second by Member Purcell. This ordinance will also go to the County Board for approval, and then back to the State for approval. **With four members voting aye, the motion carried.**
- *Approval of the Food Protection Ordinance* – Member Prochaska made a motion to forward the Food Protection Ordinance for approval, second by Member Purcell. After this ordinance is approved by the County Board, it will then go back to the State for approval. **With four members voting aye, the motion carried.**

CHAIRMAN’S REPORT – Member Gilmour reported that Tony Giles will be the Vice Chair for the Health & Environment Committee.

PUBLIC COMMENT – None

ITEMS FOR THE COMMITTEE OF THE WHOLE - None

COUNTY BOARD ACTION ITEMS

- *Approval of the Water Supply Ordinance*
- *Approval of the Onsite Wastewater Treatment System Ordinance*
- *Approval of the Food Protection Ordinance*

EXECUTIVE SESSION – None Needed

ADJOURNMENT – Member Giles made a motion to adjourn the meeting, second by Member Prochaska. **The meeting was adjourned at 3:53p.m.**

Respectfully Submitted,

Valarie McClain
Administrative Assistant/Recording Secretary

**FOOD PROTECTION ORDINANCE
KENDALL COUNTY, ILLINOIS**

SECTION 1: SCOPE

This Ordinance is enacted to establish and provide for the minimum standards to protect the health of the public through the permitting and regulation of food service establishments within Kendall County.

The statutes of the State of Illinois grant to the Kendall County Board the power to enact such ordinances that protect the health of the citizens of Kendall County.

Therefore, be it ordained by the County Board of Kendall County, Illinois, that the following rules and regulations are hereby made and adopted.

SECTION 2: ADOPTION BY REFERENCE

The rules and regulations set forth in the Illinois Food Service Sanitation Code (77 Ill. Adm. Code 750), Sanitary Food Preparation Act (410 ILCS 650) and Food Handling Regulation Enforcement Act (410 ILCS 625) as now enacted or hereafter amended are adopted by reference and fully incorporated herein.

SECTION 3: DEFINITIONS

“APPLICANT” means the business or property owner or his/her authorized agent.

“COMMISSARY” means a food service establishment, restaurant, or any other permitted/licensed place in which food, containers, or supplies are kept, handled, prepared, packaged, cleaned, or stored.

“DIRECTOR” means the Director of Environmental Health Services.

“EMBARGO” to detain or place a hold on food or equipment.

“ESTABLISHMENT RATING” inspection score or grade as outlined by the Illinois Food Service Sanitation Code.

“FOOD SERVICE ESTABLISHMENT” means a food service establishment, food establishment, or a restaurant location as defined in the Illinois Food Service Sanitation Code; including but not limited to an operation conducted in mobile, stationary, temporary, or permanent facility or location.

“HEALTH DEPARTMENT” means the Kendall County Health Department and its authorized representatives.

“MOBILE FOOD SERVICE ESTABLISHMENT” means a vehicle, trailer, or cart mounted food service establishment designed to be readily movable. Regulations found in Food Service Sanitation State Code.

“PERMIT HOLDER” means any business or property owner or his/her agent holding a permit issued by the Health Department.

“PERSON” includes any individual, organization, partnership, corporation, association, or legal entity.

“POT LUCK EVENT” is defined pursuant to 410 ILCS 625/3.1 as an event that meets all of the following conditions:

1. People are gathered to share food at the event;
2. There is no compensation provided to people for bringing food to the event;
3. There is no charge for any food or beverage provided at the event;
4. The event is not conducted for commercial purposes, and;

5. It is generally understood by the participants at the event that neither the food nor the facilities have been inspected by the State or a local certified public health department.

“REVOCATION” means the nullification of a permit, or approval.

“SEASONAL FOOD SERVICE ESTABLISHMENT” means any food service establishment which routinely operates at an approved, fixed location and for a temporary period of time not exceeding eight (8) consecutive months within a permit year, excluding temporary food service establishments.

“SHALL” means that the stated provision is mandatory.

“SHOULD” means the stated provision is recommendation, but not required.

“SUSPENSION” means a temporary hold on a permit.

“TEMPORARY FOOD SERVICE ESTABLISHMENT” means a food service establishment that operates at a fixed location for a period of time of not more than 14 consecutive days of a single event or celebration.

SECTION 4: FOOD HANDLING PERMITS

A. PERMITS IN GENERAL

Any person seeking to operate a food establishment within Kendall County’s jurisdiction shall possess a valid permit issued by the Kendall County Health Department. Only a person, who meets and complies with the requirements of this Ordinance, referenced state law and codes, and any applicable variance, shall be entitled to receive or retain such a permit. It shall be unlawful for any person to operate a food establishment outside of defined parameters as set forth in this ordinance and related state code.

The food handling permit is not transferable to another person, nor is it useable by the same permit holder at another location or outside of the originally permitted establishment.

A valid food handling permit shall be posted for public display at every food service establishment.

Annual food handling permits shall be issued for a period of one (1) year, April 1 – March 31, unless subject to suspension or revocation.

Approval granted to operated contingent on other relevant required local approvals

B. PERMIT APPLICATION

Any person desiring to operate a food service establishment shall make a written application for a food handling permit on forms provided by the Health Department. Applications shall include, but not be limited to, the following:

- a. Applicant’s full name, post office address and telephone number,
- b. Whether said applicant is an individual, firm, corporation, partnership, or other legal entity,
- c. The name, location, and type of proposed establishment
- d. Proof of access to commissary, if applicable,
- e. The signature of applicant.

Upon receipt of such application, the Health Department shall make an inspection of the food service establishment to determine compliance with the provisions of this Ordinance. If the inspection reveals that the applicable requirements have been met, a permit shall be issued by the Health Department.

C. PERMIT RENEWAL

A renewal application must be completed prior to the expiration date of the annual food handling permit. Whenever an inspection, or the record, reveal(s) a serious or repeated violation of this Ordinance, the annual food handling permit may not be renewed and the Health Department shall notify the applicant in writing that the annual food handling permit will not be renewed and that an opportunity for a hearing at a reasonable time and place will be provided if a written request for such hearing is filed within ten (10) business days from receipt of the notice with the Health Department by the renewal applicant. Such hearings, and the notice for them, shall be as directed in Section 6(D).

D. CONDITIONAL FOOD HANDLING PERMIT:

When conditions exist that prevent an annual food handling permit from being issued, a conditional food handling permit may be issued. A conditional food handling permit shall be issued for a period of no more than ninety (90) days. The issuance of an annual food handling permit shall be contingent upon completion of items requiring correction during the conditional food handling permit period.

No more than two (2) consecutive conditional food handling permits may be issued.

E. TEMPORARY FOOD SERVICE ESTABLISHMENT PERMITS

Food establishments including food stands that operate at a fixed location for a period of time not to exceed fourteen (14) consecutive days must obtain a Temporary Food Permit from the Health Authority prior to commencing with food operations.

Applications shall include, but not be limited to, the following:

- a. Applicant's full name, post office address and telephone number,
- b. The name and dates of the event,
- c. The location of the temporary establishment,
- d. The menu to be served,
- e. Proof of access to commissary, if applicable, and
- f. The signature of the applicant.

Temporary food handling permit applications submitted less than 48 hours (2 days) in advance of the start of the event shall be assessed a late fee, as designated in the fee schedule, in addition to the permit fee.

No more than two (2) consecutive temporary food handling permits shall be issued.

F. POT LUCK EVENTS

Notwithstanding any other provision of law, the Kendall County Health Department shall not regulate the serving of food that is brought to a potluck event sponsored by a group of individuals or a religious, charitable, or nonprofit organization by individuals attending the potluck event for consumption at the potluck event.

Individuals who are not members of a group or organization sponsoring a potluck event may attend the potluck event and consume the food at the event.

Pursuant to the Food Handling Regulation Enforcement Act (410 ILCS 625/3.1), no fee may be charged for admission to a potluck event that is exempt from regulation under this Section, nor may food be sold at a potluck event that is exempt from regulation under said Act. A business establishment dealing in the sale of food items may not sponsor a potluck event. Potluck event food may not be brought into the kitchen of a business establishment dealing in the sale of food items.

SECTION 5: INSPECTIONS

The Health Authority shall inspect each food service establishments, food stores and seasonal operations within Kendall County as is described in this Ordinance and the applicable state code.

A. ACCESS TO ESTABLISHMENTS

The Health Department, after proper identification, shall be permitted to enter, at any reasonable time, any food service establishment within Kendall County, Illinois, for the purpose of conducting inspections or investigations to determine compliance with this Ordinance. Refusal to permit access after proper identification may be cause for immediate suspension or revocation of the permit.

The Health Department shall be permitted to examine the records of any food service establishment to obtain information pertinent to food safety; including but not limited to, food and supplies purchased, food received or sold, services acquired, and persons employed.

B. INSPECTION FREQUENCY

The frequency of routine inspections of permitted food service establishments by the Health Department shall be as outlined below, or as required by Illinois Department of Public Health Local Protection Grant Rules if they are more restrictive (*See 77 Ill. Adm. Code 615.310*):

TITLE 77: PUBLIC HEALTH
CHAPTER I: DEPARTMENT OF PUBLIC HEALTH
SUBCHAPTER h: LOCAL HEALTH DEPARTMENTS
PART 615 LOCAL HEALTH PROTECTION GRANT CODE
SECTION 615.310 FOOD PROTECTION

- 4) The local health department shall inspect facilities at least as often as prescribed by the following schedule.
 - A) Category I facilities shall receive three inspections per year, or two inspections per year if one of the following conditions is met:
 - i) A certified food service manager is present at all times that the facility is in operation; or
 - ii) Employees involved in food operations receive a Hazard Analysis Critical Control Point (HACCP) training exercise or in-service training in another food service sanitation area, or attend an educational conference on food safety or sanitation.
 - B) Category II facilities shall receive one inspection per year.
 - C) Category III facilities shall receive one inspection every two years.

The Health Department shall make as many additional inspections as necessary for the enforcement of this Ordinance.

C. INSPECTION RECORDS

Upon inspection of a food service establishment by the Health Department, the inspection findings shall be recorded on an inspection report provided for this purpose and a copy shall be provided to the permit holder.

D. INSPECTION REPORTS

When the Health Department makes an inspection of a food service establishment and discovers that any of the requirements of this Ordinance have been violated, it shall notify the permit holder in writing. Written notification shall include:

- a. The specific violation(s) found;
- b. A reasonable time frame for correction of said violation(s);
- c. A statement that failure to comply with any time limits for correction may result in immediate suspension and/or revocation of the subject permit and/or further legal action, and;
- d. When applicable, the establishment rating.

SECTION 6: ADMINISTRATIVE

A. SUSPENSION OF PERMITS

Permits may be suspended by the Health Department for failure of the permit holder to comply with the requirements of this Ordinance. Whenever a permit holder has failed to comply with a notice issued under provisions of this Ordinance, requiring mitigation of conditions capable of compromising the health and safety of the public, the permit holder shall pursuant to Section E below be notified in writing that the food handling permit is immediately suspended. An opportunity for a hearing will be provided if a written request for such a hearing is filed, within ten (10) calendar days from receipt of the notice at the Health Department by the permit holder.

If the Health Department finds unsanitary or other conditions in the operations of a food service establishment that constitute a substantial health risk to the public, or in the event that there is reasonable cause to suspect the possibility of disease transmission from any food service establishment or any employee, the Health Department may issue a notice of suspension of the food handling permit requiring the permit holder to immediately suspend all food service operations. At that time the permit shall be removed from the establishment by the Health Department. An opportunity for a hearing will be provided if a written request for such a hearing is filed, within ten (10) calendar days from suspension, at the Health Department by the permit holder.

B. REINSTATEMENT OF PERMIT

A permit holder whose permit has been suspended may make a written request for a re-inspection of the food service establishment for the purpose of reinstatement of the food handling permit. If the permit holder is determined to be in substantial compliance with the requirements of this Ordinance, and any applicable agreements from administrative actions, the food handling permit may be reinstated.

C. REVOCATION OF PERMITS

For serious or repeated violations of any of the requirements of this Ordinance, for failure to correct permit suspension violations, or for the interference with the Health Department in the performance of its duties, the Health Department may revoke any food handling permit.

Prior to such action, the Health Department shall notify the permit holder in writing of the reasons for which the food handling permit is subject to revocation and advising the permit holder that the food handling permit shall be revoked after ten (10) calendar days following service of the notice unless a written request for a hearing is filed with the Health Department by the permit holder within ten (10) calendar days of receiving such notice. A food handling permit may be suspended for cause-pending revocation. Following revocation, the Health Department shall obtain the permit from the establishment.

D. HEARINGS

Any person may appeal a permitting decision to the Health Department by written request that shall be filed with the Department within ten (10) business days after receipt of the subject notice to revoke, suspend or deny the permit at issue.

A hearing for such appeal shall be scheduled to take place as soon as reasonably possible, but no later than fifteen (15) business days from the date of filing such request, unless a later date is agreed upon. The Health Officer conducting the hearing shall give notice by phone and regular mail of the date, time and location of such hearing. Written notice of the hearing to a party may be waived by that party.

The hearing shall be conducted by a Health Officer at the place and time designated by him/her. All hearings shall be conducted so as to provide the parties adequate time to prepare, the right to present evidence in support of their position, the right to cross-examine, and the right to legal counsel at their own expense. The formal rules of evidence shall not apply. The Health Officer may ask questions of any witness to assist in reaching a decision. The Health Officer shall make a record of the proceedings. Should a party desire a verbatim transcript of such hearings, they may obtain a court reporter at their own expense.

Based upon the record of such hearing, the Health Department shall make a finding and a written decision shall be prepared. Such decision shall be considered final and shall be provided to the permit holder by the Health Department within fifteen (15) days and a record of the same shall be maintained.

E. SERVICE OF NOTICES

Notices shall be considered properly served when a copy of the inspection report or other notice has been delivered to the permit holder or applicant, or mailed to the permit holder or applicant at the address provided on the permit application, by certified mail, return receipt requested. A copy of the Notice shall be kept on file by the Health Department.

SECTION 7: PLAN REVIEW FOR NEW OR REMODELED FACILITIES

When a food service establishment is to be constructed or remodeled, and when an existing structure is converted for such use, properly prepared plans and specifications shall be submitted to the Health Department for review and approval prior to the commencement of construction or remodeling. The plans and specifications shall be approved by the Health Department, in writing, only if they meet the requirements of this Ordinance.

The plans and specifications to be submitted shall include, but not be limited to, the following:

- A. A copy of the proposed menu;
- B. A completed Plan Review application;
- C. The proposed layout/arrangement of the of equipment;
- D. Mechanical and plumbing schematics;
- E. Proposed equipment types and models, and;
- F. Proposed construction materials and finish schedules.

SECTION 8: FEES

FOOD SERVICE SANITATION FEES	
Food Service Establishment/Retail Food Store Annual Permit:	
Risk Type 1 (Low)	\$190
Risk Type 2 (Medium)	\$350
Risk Type 3 (High)	\$500
Retail Grocery w/ Food Prep (per check-out lane, in addition to risk based permit fee)	\$20
New food establishment permit fees for applications received after October 1 st but prior to April 1 st will be prorated.	
Mobile Food Vendor Permit:	
Risk Type 1	\$175
Risk Type 2	\$225
Risk Type 3	\$275
Temporary /Special Event Charitable:	
Risk Type 1 and Charitable Organization	\$30
Risk Type 2	\$50
Risk Type 3	\$70
Temporary event permit late fees	\$10
Construction Plan Reviews:	
Risk Type 1	
Up to 1500 Sq.Ft.	\$300
1501-3000 Sq.Ft.	\$350
3001-5000 Sq.Ft.	\$450
Over 5001 Sq.Ft.	\$550
Risk Type 2	
Up to 1500 Sq.Ft.	\$400
1501-3000 Sq.Ft.	\$450
3001-5000 Sq.Ft.	\$550
Over 5001 Sq.Ft.	\$650
Risk Type 3	
Up to 1500 Sq.Ft.	\$450
1501-3000 Sq.Ft.	\$500
3001-5000 Sq.Ft.	\$550
Over 5001 Sq.Ft.	\$650
Conditional permit	Permit Fee x 50%
Re-inspection /non-compliance fee	\$100
Late payment fee	25% of fee
Outdoor grilling plan review	\$100
Pre-operational re-inspection	\$50
Application to perform reduced oxygen packaging	\$125
Change of ownership inspection	\$100
Cottage food operation one time registration	\$15
Permit reinstatement fee	\$75
<ul style="list-style-type: none"> ● Fee exemptions will be granted to those organizations that are classified as official units of Kendall County Government. ● An applicant that can prove 501(c)(3) status will be granted a fee reduction of 50 percent of the regular fee as listed on this schedule. ● Issuance of a food service establishment, retail food store or mobile food vendor permit is contingent upon Health Department receipt of payment for any and all past due fees owed by said businesses to the Health Department. 	

SECTION 9: EXAMINATION AND CONDEMNATION

Food may be examined sampled, or collected by the Health Department as often as necessary to determine freedom from adulteration, misbranding, or bacteriological contamination for the enforcement of this Ordinance.

The Health Department may, upon written notice to the permit holder, specifying the particular reasons, place an embargo on any food which it believes creates a potential health hazard. The Health Department shall tag, label, or otherwise identify any food subject to the embargo. No food subject to an embargo shall be used, served, altered, or moved from the food service establishment until written permission is obtained from the Health Department. The Health Department shall permit storage of the food under conditions specified in the embargo, unless storage is not possible without risk to the health of the public; in which case, immediate destruction shall be ordered and observed by the Health Department.

The permit holder may make a written request for a hearing to seek the lifting of an embargo or order for destruction of materials in accordance with Section 6(D). Such request must be submitted to the Health Department within ten (10) business days after receipt of the subject notice

Where equipment used in the preparation of food is found to be in a state of disrepair, unsafe, unsanitary, or unsuitable for use, such equipment shall be taken out of service and an embargo may be placed on said equipment by the Health Department. Such equipment that has been embargoed shall not be returned to service, altered, disposed of, or destroyed until written permission is obtained from the Health Department, or otherwise by order of a Court of competent jurisdiction.

SECTION 10: IMMINENT HEALTH HAZARD

A permit holder shall immediately discontinue operations and must notify the Health Department if an imminent health hazard may exist because of an emergency including, but not limited to, fire, flood, extended interruption of electrical or water service, sewage backup, misuse of poisonous or toxic materials, onset of an apparent food borne or waterborne illness outbreak, gross unsanitary occurrence or condition, or other circumstances that may endanger public health. The Health Department upon receiving this notice shall take actions necessary to protect the health of the public.

SECTION 11: FOOD PREPARED OUTSIDE OF KENDALL COUNTY

Food prepared for human consumption outside of Kendall County and transported into Kendall County shall conform to the standards and provisions of this Ordinance. To determine the extent of compliance with such provisions, the Health Department may accept reports from the regulating agency where such originating establishments are located.

SECTION 12: VARIATIONS:

The Health Department may grant a variation by modifying or waiving specific requirements of this Ordinance if, in the opinion of the Health Department, a public health hazard or nuisance will not result from the issuance of the variation. If a variation is granted, the Health Department shall retain all pertinent information in its records.

Variation requests must be submitted in writing by the permit holder and shall include the following:

- A. An explanation of how the potential public health hazards shall be addressed,
- B. The relevant code sections that apply,
- C. A Hazard Analysis Critical Control Point plan, if required.

A variation shall not be granted for more than one specific dimension per application. A copy of an approved variation must be kept on-site at the food service establishment. The permit holder must comply with the plans and procedures that are approved by the Health Department. Failure to comply with the conditions of the variation as approved shall result in the revocation of variation approval.

All approvals, denials, and revocations shall be provided by the Health Department, in writing, to the permit holder.

SECTION 13: DIRECT SALES OF BAKED GOODS FROM HOME KITCHEN OPERATIONS

Pursuant to authority granted by 410 ILCS 625/3.6(c) of the Food Handling Regulation Enforcement Act as amended by Public Act 99-0191, which went into effect on January 1, 2016, the Kendall County Board allows for the direct sale of baked goods from home kitchen operations as set forth below.

A. Definitions:

1. "BAKED GOODS" as defined pursuant to 410 ILCS 625/4(b)(1)(C) are those such as, but not limited to, breads, cookies, cakes, pies, and pastries are allowed. Only high-acid fruit pies that use the following fruits are allowed: apple, apricot, grape, peach, plum, quince, orange, nectarine, tangerine, blackberry, raspberry, blueberry, boysenberry, cherry, cranberry, strawberry, red currants or a combination of these fruits. Fruit pies not listed may be produced by a cottage food operation provided their recipe has been tested and documented by a commercial laboratory, at the expense of the cottage food operation, as being not potentially hazardous, containing a pH equilibrium of less than 4.6 or has been specified and adopted as allowed in administrative rules by the Department of Public Health pursuant to 410 ILCS 625/4(e).
2. "HOME KITCHEN OPERATION" is defined pursuant to 410 ILCS 625/3.6(a) as a person who produces or packages non-potentially hazardous baked goods in a kitchen of that person's primary domestic residence for direct sale by the owner or a family member.

A home kitchen operation does not include a person who produces or packages non-potentially hazardous baked goods for sale by a religious, charitable, or nonprofit organization for fundraising purposes; the production or packaging of non-potentially hazardous baked goods for these purposes is exempt from the requirements of this Act.

3. "POTENTIALLY HAZARDOUS FOOD" is defined pursuant to 410 ILCS 625/4(a) and 410 ILCS 625/4(b)(1)(C) as food that is potentially hazardous according to the Department of Public Health administrative rules, generally meaning food that requires time and temperature control for safety to limit pathogenic microorganism growth or toxin formation. The following are potentially hazardous and prohibited from production and direct sale by a home kitchen operation: pumpkin pie, sweet potato pie, cheesecake, custard pie, crème pie, and pastries with potentially hazardous filling or toppings.

B. HOME KITCHEN DIRECT SALES CONDITIONS:

The direct sale of baked goods from home kitchen operations is allowed in the County of Kendall pursuant to 410 ILCS 625/3.6 and is subject to the following conditions:

1. Monthly gross sales do not exceed one thousand dollars (\$1,000).
2. The food is a non-potentially hazardous baked good, as described in 410 ILCS 625/4.
3. A notice is provided to the purchaser that the product was produced in a home kitchen.
4. The food package is affixed with a label or other written notice is provided to the purchaser that includes:
 - (i) the common or usual name of the food product; and
 - (ii) allergen labeling as specified in federal labeling requirements by the United States Food and Drug Administration.
5. The food is sold directly to the consumer.
6. The food is stored in the residence where it is produced or packaged.

C. HOME KITCHEN INSPECTIONS:

Home kitchen operations may be inspected by the Department of Public Health or the Kendall County Health Department in the event of a complaint or disease outbreak. (*Kendall County Ordinance No. 16-06*)

SECTION 14: PARTIAL INVALIDITY

If any section, subsection, paragraph, sentence, clause, or phrase of this article shall be declared invalid for any reason whatsoever, such invalidation shall not affect the remaining portions of this article which shall remain in full force and effect.

SECTION 15: PENALTIES OTHER THAN SUSPENSION AND REVOCATION:

Any person, firm or corporation who violates, disobeys, omits, neglects, or refuses to comply with, or refuses to remedy a violation of the provisions of this Ordinance shall be guilty of a Class B misdemeanor and be fined \$500.00 for each offense pursuant to 55 ILCS 5/5-20003. Each day upon which such violation continues shall constitute a separate offense.

In addition, the Health Department may refer the matter to the Kendall County State’s Attorney’s Office to initiate any necessary action to obtain injunctive relief in the Circuit Court, in order to abate any such violating condition as enumerated in this Ordinance or the associated State law.

SECTION 16: ENFORCEMENT:

Enforcement of this ordinance shall be performed by the Kendall County Health Department. The Kendall County State’s Attorney’s Office shall be authorized to bring any necessary actions and prosecute any violations of this ordinance in the Circuit Court.

SECTION 17: REPEAL AND DATE OF EFFECT

This ordinance shall be in effect upon its adoption by the Kendall County Board and, at that time, all ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

BE IT FURTHER RESOLVED that the Kendall County Food Protection Ordinance shall be available in print at the Kendall County Health Department.

APPROVED BY THE KENDALL COUNTY BOARD THIS DAY _____ 20 _____

Chair, Kendall County Board

Ayes _____

Nays _____

Attest _____
Kendall County Clerk

WATER SUPPLIES ORDINANCE
KENDALL COUNTY, ILLINOIS

SECTION 1: SCOPE

This ordinance is enacted to establish and provide for the enforcement of minimum standards to assure that water wells are properly designed, constructed, operated, maintained and serviced and all other matters relating to private water wells, semi-private water wells, non-community water supplies and closed loop wells, to protect the health, safety and general welfare of the public.

The statutes of the State of Illinois grant to the Kendall County Board the power to enact such ordinances that protect the health of the citizens of Kendall County.

After the effective date of adoption of this ordinance, all private water supply systems as described herein shall only be constructed or modified in accordance with this ordinance.

Therefore, be it ordained by the County Board of Kendall County, Illinois, that the following rules and regulations are hereby made and adopted.

SECTION 2: ADOPTION BY REFERENCE

In addition to those provisions set forth, this Ordinance shall be interpreted and enforced in accordance with provisions set forth in the following statutes, rules, and regulations of the State of Illinois, Department of Public Health and any subsequent amendments or revisions thereto, which publications are incorporated herein and adopted by reference as part of this Ordinance:

1. "Illinois Water Well Construction Code." (77 Ill. Adm. Code 920)
2. "Illinois Water Well Pump Installation Code." (77 Ill. Adm. Code 925)
3. "Public Area Sanitary Practice Code." (77 Ill. Adm. Code 895)
4. "Drinking Water Systems Code." (77 Ill. Adm. Code 900)
5. "Surface Source Water Treatment Code." (77 Ill. Adm. Code 930)

SECTION 3: DEFINITIONS

The following definitions shall apply in the interpretation and enforcement of this Ordinance:

“APPLICANT” means the property owner as defined herein who has applied for a permit or his or her authorized agent.

“APPROVED” or **“APPROVAL”** as it pertains to this ordinance, means constructed and installed in compliance with technical standards and requirements of this ordinance. Approved does not imply or ensure that a system will perform satisfactorily.

“ABANDONED WELL” means a water well or monitoring well which is no longer used to supply water, or which is in such a state of disrepair that the well or boring has the potential for transmitting contamination into an aquifer or otherwise threatens the public health or safety.

“DIRECTOR” means the Director of Environmental Health Services.

“HEALTH DEPARTMENT” means the Kendall County Health Department, including its duly authorized representatives.

“MODIFICATION” means the alteration of the structure of an existing water well, including, but not limited to, deepening, elimination of a buried suction line, installation of a liner, replacing, repairing or extending casing, or replacement of a well screen. Pertaining to closed loop wells, "modification" also means any alteration to the construction of the borehole of an existing closed loop well, including, but not limited to, regrouting and installation of additional boreholes.

“POTABLE WATER” means water that is suitable for human consumption and which meets public health standards for drinking water.

“INSPECTION FEE” means a fee for inspection to be conducted in the fulfillment of a water well construction permit and is assessed at the time of the permit issuance by the Kendall County Health Department

“PERMIT FEE” means a fee assessed for the issuance of a permit by the Kendall County Health Department

“PROPERTY” means any parcel or combination of contiguous parcels, under ownership or control for which legal title has been recorded and which is designated by its owner as a tract of land to be used, developed, or built upon as a unit.

“PROPERTY OWNER” means the person in whose name legal title to property is recorded.

“REVOCATION” means nullification.

“SHALL” means that the stated provision is mandatory.

“WATER WELL” means an excavation that is drilled, cored, bored, washed, driven, dug, jetted or otherwise constructed when the intended use of such excavation is for the location, diversion, artificial recharge, or acquisition of ground water, but such term does not include an excavation made for the purposes of obtaining or prospecting for oil, natural gas, minerals, or products of mining or quarrying or for inserting media to repressure an oil or natural gas bearing formation or for storing petroleum, natural gas, or other products or for observation or any other purpose in connection with the development or operation of a gas storage project.

“WELL” means a bored, drilled or driven shaft, or dug hole, the depth of which is greater than the largest surface dimension.

SECTION 4: NEW CONSTRUCTION

Water well and well permit plans shall be approved for new construction prior to the issuance of the building permit.

SECTION 5: POTABLE WATER SUPPLY REQUIRED

A. All premises intended for human habitation shall be provided with a potable water supply. Each potable water supply shall provide quantities of water that are sufficient for the dwelling or structure served.

1. Surface water supplies

Water systems which receive their source of water from ponds, lakes, streams, rivers, or other surface collectors of water shall be designed, constructed, and operated in accordance with the Surface Source Water Treatment Code (77 Ill. Adm. Code 930). No surface water shall be utilized as a potable water supply unless the Health Department has reviewed and approved the supply and its components.

2. Cisterns

Cisterns shall not be used as a potable water supply except where adequate groundwater resources are not available. Cistern water shall receive treatment in accordance with the Surface Source Water Treatment Code (77 Ill. Adm. Code 930). No surface water shall be utilized as a potable water supply unless the Health Department has reviewed and approved the supply and its components.

- B. The potable water supply shall not be connected to non-potable water and shall be protected against backflow and backsiphonage in accordance with the requirements of the Illinois Plumbing Code (77 Ill. Adm. Code 890).

SECTION 6: POWERS AND DUTIES OF THE HEALTH DEPARTMENT

- A. The Health Department shall be responsible for regulating the design, construction, operation, maintenance and service of private water wells, semi-private water wells, non-community water supplies, closed loop wells or dewatering wells.
- B. The Health Department shall be empowered to issue permits authorizing the installation and modification of private water wells, semi-private water wells, non-community water supplies, closed loop wells or dewatering wells within their jurisdiction.
- C. The Health Department shall be empowered to withhold issuance of a permit for a private water well, semi-private water well, non-community water supply, closed loop wells or dewatering well if the permit application is incomplete, the permit application and resulting well fail to conform to this ordinance or state law, or if site conditions are inconsistent with those provided within the submitted permit application.
- D. The Health Department shall make all necessary sanitary and health investigations and inspections to ensure compliance with the appropriate administrative codes, statutes and ordinances as is necessary to protect and improve the public health.
- E. The Health Department shall either institute, or cause to be instituted, legal proceedings in the Circuit Court of Kendall County in cooperation with the Kendall County State's Attorney's Office where a violation of this ordinance occurs or a condition presents a substantial hazard to public health.

SECTION 7: RIGHT OF ENTRY AND INSPECTION

- A. Pursuant to 55 ILCS 5/5-25013(A)(8), and the above cited administrative codes, the Health Department shall conduct inspections, investigations and site evaluations of properties, public and private, to determine compliance with the provisions of this ordinance. The Health Department shall perform all inspections, investigations and site evaluations at a reasonable time.
- B. It shall be the duty of all property owners or occupants to allow the Health Department personnel free access to the subject property at reasonable times to conduct inspections, investigations and site evaluations. Persons who deny Health Department personnel the ability to discharge the above described duties shall be in violation of this ordinance. In the event that Health Department personnel are refused permission to inspect any property at a reasonable time; he or she shall have the authority to seek an injunction and/or administrative investigative warrant from the Kendall County Circuit Court, as well as any other relief the Court may deem appropriate.

SECTION 8: PERMIT REQUIREMENTS

- A. An application for a permit to install or modify a private water well, semi-private water well, non-community water supply, closed loop well or dewatering well shall be submitted, in writing, on forms provided by the Kendall County Health Department.
- B. The applicable permit fee and any related inspection fee shall be paid at the time of permit application.
- C. If the Health Department finds that a permit application meets the requirements of the Illinois Department of Public Health Water Well Construction Code (77 Ill. Adm. Code 920) and all requirements of this Ordinance, a permit shall be issued to the applicant.
- D. Three copies of the water well plan or closed loop plan shall accompany the permit application.
- E. The following specification shall be included on, or with, a water well or closed loop well permit application:
 - 1. A drawing indicating lot size, direction of slope, location of property lines, and distances from proposed well construction to septic tanks, abandoned wells, property lines, seepage fields, sewers, and all other sources of contamination, and an indication of the type of contamination source;
 - 2. Water well drillers license number and name;
 - 3. Estimated daily pumping capacity if greater than 100,000 gallons per day;
 - 4. The location of the water well, including county, city, street address, or lot number, township, range, directions to the site and section;
 - 5. Name and address of the owner of the well;
 - 6. Type of well to be constructed (bored, dug, driven or drilled);
 - 7. An estimate of the depth of the well;
 - 8. Type of well (i.e., non-potable use well, such as an irrigation, livestock or industrial water well, private water well, semi-private water well or non-community public water well);
 - 9. Proposed aquifer.
- F. No water well or closed loop well shall be installed, modified or sealed until a permit has been issued by the Health Department. Failure to obtain a permit prior to beginning any such water well or closed loop well work shall constitute a violation of this ordinance.

SECTION 9: REVOCATION OR SUSPENSION OF PERMIT

- A. The Health Department shall have the authority to revoke or suspend water well or closed loop well permits when information serving as the basis for approval is found to be false or erroneous, or when provisions of this ordinance, applicable state statute or administrative code are violated.
- B. The reason for the suspension or revocation of a permit shall be posted in writing at the site, or mailed to the applicant at the address provided on the permit application, by certified mail, return receipt requested.

SECTION 10: PERMIT VALIDITY

A Health Department issued permit for the installation or modification of a private water well, semi-private water well, non-community water supply well, closed loop well or dewatering well is valid for a period of 12 months from the date of permit issuance. If construction has not started within that 12-month period, the permit is void. Written request for extension may be submitted prior to remaining 30 days of 12 month period.

SECTION 11: FEES

PRIVATE WATER SUPPLY FEES	
Water well construction permit	\$100
Water well inspection	\$150
Water well sealing permit	\$100
Water well capping permit	\$100
Closed loop well system permit – up to first 10 boreholes	\$100
Closed loop well system permit - after 10 boreholes	\$10 (each additional)
Closed loop well system inspection	\$100
Water well sample collection/analysis	\$70
Change of contractor	\$25
Public water supply feasibility letter	\$25
Variance request review	\$50
Non-community water supply bi-annual sanitary survey	\$50
Water well final construction re-inspection	\$50
Site evaluation	\$50
Non-compliance fee (work performed without a permit)	Permit fee x 2
Property transaction inspection fee - well & septic site evaluation and report	\$200
<ul style="list-style-type: none"> ● Fee exemptions will be granted to those organizations that are classified as official units of Kendall County Government. ● An applicant that can prove 501(c)(3) status will be granted a fee reduction of 50 percent of the regular fee as listed on this schedule. 	

SECTION 12: EXCEPTIONS

A permit for installation or modification of a water well shall not be required by the Health Department when the water well does, or will, serve a community public water system or function as a monitoring well.

SECTION 13: WATER WELL or WELL INSTALLATION

All wells shall be constructed by contractors meeting any and all applicable licensing and or certification requirements within the State of Illinois.

A. Installer responsibilities

1. No water well or closed loop well shall be installed or modified except in accordance with the provisions of this Ordinance.
2. It is the responsibility of the licensed water well contractor or licensed closed loop well contractor to install the water well or closed loop wells per the approved design. Failure to install a water well or closed loop well per the approved permit application is a violation of this ordinance which may result in a suspension or revocation of permit, delay of system approval and/or occupancy.
3. It is the responsibility of the licensed water well contractor or licensed closed loop contractor to notify the Health Department of any intended change(s) to the approved permit application. Notification of these intended changes shall be provided, in writing, to the Health Department prior to changes being implemented. Failure to provide the department with written notice of changes is a violation of this ordinance which may result in a suspension or revocation of permit, delay of system approval and/or occupancy.
4. The installation contractor shall be present during the system inspection. If the licensed or certified contractor is not present, his or her representative shall be present during the system inspection.

B. Notification

The property owner or licensed contractor shall provide a minimum 24 hours advance notification to the Health Department before beginning installation, modification or sealing of a water well or closed loop well for which a permit has been issued.

C. Site access

1. In order to determine compliance with this ordinance, site access for system inspection shall be deemed essential for, but not limited to, the following:
 - i. On-Site system layout review or site evaluations.
 - ii. At any stage of well construction, modification or sealing.
 - iii. Final inspection, following completion of the system installation.
 - iv. As may otherwise be necessary in compliance with Section 7 of this Ordinance.

SECTION 14: EMERGENCY REPAIRS/MODIFICATION

In the case of emergency repairs or modifications which require a permit, the emergency repair or modification shall be performed only after written notice has been provided to the Health Department outlining the necessary repair or modification. This section only applies to those emergency repairs and modifications which, if not promptly addressed, may present an immediate public health threat.

SECTION 15: ABANDONED WELLS

Wells that are abandoned shall be sealed in a manner prescribed by the Illinois Water Well Construction Code (*See* 77 Ill. Adm. Code 920.120). The Health Department may inspect abandoned wells to determine compliance with the code.

SECTION 16: BUILDING & ZONING RECOMMENDATION

It is recommended that the property owner, water well contractor or closed loop contractor contact the subdivision developer and Kendall County Planning Building & Zoning Department to review the previously accepted engineering plans for the subdivision to determine locations of required setbacks, drainage requirements, easements, floodplains, surface drain system, detention/retention ponds and other features. Nothing contained herein shall absolve the applicant from the necessity of following all applicable plats, PUD's , covenants, etc. that are in effect regarding applicant's property.

SECTION 17: CLOSED LOOP WELLS

- A. All closed loop wells shall be constructed by contractors meeting applicable licensing and or certification requirements within the State of Illinois.
- B. Application for permit of a closed loop well shall be made, in writing, and submitted on forms provided by the Kendall County Health Department. The closed loop well contractor and property owner shall sign the permit application.
- C. Applications for permit shall be accompanied by payment that is in accordance with the Health Department fee schedule.
- D. The application for permit shall also be accompanied with a plan listing the type of facility to be served (e.g., single family residence, apartment building, business, factory, school), the number and depth of the closed loop boreholes and showing the location of the closed loop well system, geographic location of the site using global positioning equipment and a description including county, city, street address, subdivision lot number, township, range, section and directions to the site. The plan shall also show all existing dwellings, seepage fields, sewers accessory structures, wells, septic system components, bodies of water or other property information requested by the Health Department to aid in the permitting of the closed loop well system. Changes in location of the closed loop well system shall be approved by the Health Department prior to installation.

- E. All closed loop-well setback distances described in the latest edition of the Illinois Water Well Construction Code (77 Ill. Adm. Code 920) shall be maintained.

Construction reports for each closed loop well shall be provided to the Health Department within 30 days of completion of drilling.

SECTION 18: VARIATIONS

The Health Department shall be empowered to grant variations to the requirements of these regulations in situations when the strict application of such requirements would create a unique hardship or unfair burden upon those affected. A variation shall be authorized only when it can be reasonably demonstrated that a public health hazard will not result. Variation requests shall be submitted in writing, on forms provided by the Kendall County Health Department. The Health Department shall notify the applicant in writing of its decision to either grant or deny the variation. The approved variation documents shall be recorded on the property deed and filed with the Kendall County Recorder of Deeds.

SECTION 19: DISINFECTION AND ANALYSIS

- A. All components of a newly constructed or modified water well used for drinking, culinary and sanitary purposes shall be thoroughly disinfected with a strong chlorine solution which will yield a dosage of at least 100 part per million to the water in the well and piping system.
- B. Water samples shall be collected by the water well contractor or property owner within 30 days of water well completion. A certified laboratory shall analyze all samples for newly constructed water wells. A copy of the analysis shall be filed with the Health Department.

SECTION 20: VIOLATIONS

- A. Whenever the Health Department determines that there is a violation of any provisions of this ordinance or applicable State code, the Health Department shall give notice of such alleged violation to the property owner, who shall then remedy the violation within the time allotted.
- B. The notice of violation shall:
 - 1. Be in writing.
 - 2. Include a statement of the reasons for the issuance of the notice.
 - 3. Contain details of the remedial action to be taken.
 - 4. Allow reasonable time to take remedial action and to otherwise comply with this ordinance.
 - 5. Be served upon the property owner, or resident, via personal delivery or sent via registered or certified mail.
- C. In addition to the revocation or suspension of any permit issued, if such violation continues, the matter will be referred to the Kendall County State's Attorney's Office to prosecute violations of the ordinance and to initiate any necessary action in the Circuit Court, in order to abate such violating condition as enumerated in this Ordinance or the associated State law, including, but not limited to seeking injunctive relief.

SECTION 21: HEARINGS AND APPEALS

Any person may appeal a permitting decision to the Health Department by written request that shall be filed with the Department within ten (10) business days after receipt of the subject notice to revoke, suspend or deny the permit at issue.

A hearing for such appeal shall be scheduled to take place as soon as reasonably possible, but no later than fifteen (15) business days from the date of filing such request, unless a later date is agreed upon. The Health Officer conducting the hearing shall give notice by phone and regular mail of the date, time and location of such hearing. Written notice of the hearing to a party may be waived by that party.

The hearing shall be conducted by a Health Officer at the place and time designated by him/her. All hearings shall be conducted so as to provide the parties adequate time to prepare, the right to present evidence in support of their position, the right to cross-examine, and the right to legal counsel at their own expense. The formal rules of evidence shall not apply. The Health Officer may ask questions of any witness to assist in reaching a decision. The Health Officer shall make a record of the proceedings. Should a party desire a verbatim transcript of such hearings, they may obtain a court reporter at their own expense.

Based upon the record of such hearing, the Health Department shall make a finding and a written decision shall be prepared. Such decision shall be considered final and shall be provided to the permit holder by the Health Department within fifteen (15) days and a record of the same shall be maintained.

.SECTION 22: PARTIAL INVALIDITY

If any section, subsection, paragraph, sentence, clause, or phrase of this article shall be declared invalid for any reason whatsoever, such invalidation shall not affect the remaining portions of this article which shall remain in full force and effect.

SECTION 23: PENALTY

Any person, firm or corporation who violates, disobeys, omits, neglects, or refuses to comply with, or refuses to remedy a violation of the provisions of this Ordinance shall be guilty of a business offense and be fined not less than \$100.00 and no more than \$1,000 for each offense. Each day upon which such violation continues shall constitute a separate offense. Further penalties shall be assessed as outlined in the latest edition of the Illinois Department of Public Health Water Well Construction Code (77 Ill. Adm. Code 920), Water well Pump Installation Code (77 Ill. Adm. Code 925), Public Area Sanitary Practice Code (77 Ill. Adm. Code 895), Drinking Water Systems Code (77 Ill. Adm. Code 900) or Surface Source Water Treatment Code (77 Ill. Adm. Code 930).

SECTION 24: MAINTENANCE OF RECORDS

The Health Department shall maintain a record of construction applications and permits, notices of subsequent lowerings, records of hearings and the information contained in those documents, which shall be available for public inspection.

SECTION 25: ENFORCEMENT:

Enforcement of this ordinance shall be performed by the Kendall County Health Department. The Kendall County State's Attorney's Office shall be authorized to bring any necessary actions and prosecute any violations of this ordinance in the Circuit Court.

SECTION 26: EFFECTIVE DATE

This ordinance and the regulations contained therein shall be in full force and effect on and after the date signed below.

APPROVED BY THE KENDALL COUNTY BOARD THIS DAY _____ 20 _____

Chair, Kendall County Board

Ayes _____

Nays _____

Attest _____
Kendall County Clerk

SECTION 3: DEFINITIONS

"INSPECTION FEE" means a fee for inspection to be conducted in the fulfillment of a water well construction permit and is assessed at the time of the inspection scheduling by the Kendall County Health Department

SECTION 8: PERMIT REQUIREMENTS

- A. An application for a permit to install or modify a private water well, semi-private water well, non-community water supply, closed loop well or dewatering well shall be submitted, in writing, on forms provided by the Kendall County Health Department.
- B. The applicable permit fee will be paid at the time of permit application.
- C. The applicable inspection fee will be paid at the time of inspection scheduling.
- D. If the Health Department finds that a permit application meets the requirements of the Illinois Department of Public Health Water Well Construction Code (77 Ill. Adm. Code 920) and all requirements of this Ordinance, a permit shall be issued to the applicant.
- E. Three copies of the water well plan or closed loop plan shall accompany the permit application.
- F. The following specification shall be included on, or with, a water well or closed loop well permit application:
 - 1. A drawing indicating lot size, direction of slope, location of property lines, and distances from proposed well construction to septic tanks, abandoned wells, property lines, seepage fields, sewers, and all other sources of contamination, and an indication of the type of contamination source;
 - 2. Water well drillers license number and name;
 - 3. Estimated daily pumping capacity if greater than 100,000 gallons per day;
 - 4. The location of the water well, including county, city, street address, or lot number, township, range, directions to the site and section;
 - 5. Name and address of the owner of the well;
 - 6. Type of well to be constructed (bored, dug, driven or drilled);
 - 7. An estimate of the depth of the well;
 - 8. Type of well (i.e., non-potable use well, such as an irrigation, livestock or industrial water well, private water well, semi-private water well or non-community public water well);
 - 9. Proposed aquifer.
- G. No water well or closed loop well shall be installed, modified or sealed until a permit has been issued by the Health Department. Failure to obtain a permit prior to beginning any such water well or closed loop well work shall constitute a violation of this ordinance.

**ONSITE WASTEWATER TREATMENT SYSTEM ORDINANCE
KENDALL COUNTY, ILLINOIS**

SECTION 1: SCOPE

This ordinance is enacted to establish and provide for the enforcement of minimum standards to assure that onsite wastewater treatment systems are designed and constructed to ensure properly operating wastewater treatment systems through the construction phase in such a way as to protect the health of the public and natural resources within the county from impairment, pollution, or destruction. The maintenance and servicing of these systems are also inspected through regular food establishment inspections, complaint driven events, or homeowner requests to meet the requirements of applicable state code.

The statutes of the State of Illinois, including 225 ILCS 225/1 *et seq.*, grant to the Kendall County Board the power to enact such ordinances that protect the health of the citizens of Kendall County.

Therefore, be it ordained by the County Board of Kendall County, Illinois, that the following rules and regulations are hereby made and adopted.

SECTION 2: ADOPTION BY REFERENCE

The rules and regulations in the latest edition of the Illinois Department of Public Health Private Sewage Disposal Licensing Act (225 ILCS 225/1 *et seq.*) & Code (77 Ill. Adm. Code 905), and any subsequent amendments or revisions thereto, are adopted and incorporated as part of this ordinance.

SECTION 3: DEFINITIONS

The following definitions shall apply in the interpretation and enforcement of this ordinance:

“ACCESSORY STRUCTURE” means any structure with a roof that is not attached to the dwelling.

“AGRICULTURAL LAND” means land on which a food crop, feed crop, or fiber crop is grown such as range land, pasture land or farms.

“APPLICANT” means the property owner as defined herein or his or her authorized agent.

“APPROVED” or **“APPROVAL”** as it pertains to this ordinance, means constructed and installed in compliance with technical standards and requirements of this ordinance. Approved does not imply or ensure that a system will perform satisfactorily.

“DIRECTOR” means the Director of Environmental Health Services.

“HEALTH DEPARTMENT” means Kendall County Health Department and its authorized representatives.

“DOMESTIC SEWAGE or SEWAGE” as it pertains to this ordinance, means human wastewater derived principally from plumbing fixture drains in dwellings, business or office buildings, institutions, food service establishments, and similar facilities. It shall not include animal waste, industrial waste or commercial processing waste.

“INSPECTION FEE” as it pertains to this ordinance, means a fee assessed for the inspection of work performed which relates to an onsite wastewater treatment system.

“INTERCEPTOR DRAIN” is a drain tile located upslope from the soil treatment area and consists of a perforated tile extending beyond the septic field width and then outlets through a non-perforated tile that runs down slope on one side of the onsite wastewater treatment system.

“ONSITE WASTEWATER TREATMENT SYSTEM (OWTS)” means a an absorption system relying on natural processes and/or mechanical components that is used to collect, store, treat, neutralize, stabilize, or dispose sewage which is not a part of or connected to a sewage treatment works. An OWTS is commonly referred to as a “septic system”. *Also see 225 ILCS 225/3(7) "Private Sewage Disposal System"*.

“ONSITE WASTEWATER TREATMENT SYSTEM COMPONENT” means a component of an onsite wastewater treatment system that is installed on the site at which the wastewater is produced, including, but not limited to, a septic tank, lift station, a secondary pretreatment unit, or soil treatment area. For the purposes of this ordinance, an onsite wastewater treatment system component may also be referred to as a system component.

“NON-RESIDENTIAL PROPERTY” means any property that is not used for a single family home.

“PERIMETER DRAIN is a perforated drain tile that encircles the soil treatment area and outlets down slope through a non- perforated tile.

“PERMIT” means the document that is issued by the Health Department upon proper application, which authorizes the construction, repair or alteration of an onsite wastewater treatment system under this Ordinance.

“PERMIT FEE” means a fee assessed for the issuance of a permit by the Kendall County Health Department.

“PROPERTY” means any parcel or combination of contiguous parcels, under ownership or control for which legal title has been recorded and which is designated by its owner as a tract of land to be used, developed, or built upon as a unit.

“PROPERTY OWNER” means the person in whose name legal title to property is recorded.

“REVOCATION” means nullification.

“SEGMENT DRAIN” is an extension of an interceptor or perimeter drain that extends between sections of a split soil treatment field. Segment drains supplement drainage efficiency in large soil treatment fields or where soil permeability is moderately slow as in Soil Design Groups IX, X, and XI.

“SHALL” means that the stated provision is mandatory.

“SHOULD” means the stated provision is recommended, but not required.

SECTION 4: POWERS AND DUTIES OF THE HEALTH DEPARTMENT

- A. The Health Department shall be responsible for regulating the design, construction, operation, maintenance and service of onsite wastewater treatment systems and their compliance with this Ordinance, the Illinois Department of Public Health Private Sewage Disposal Licensing Act (225 ILCS 225/1 *et seq.*) & the Private Sewage Disposal Code (77 Ill. Adm. Code 905).
- B. The Health Department shall be empowered to issue permits authorizing the installation, repair, alteration or renovation of onsite wastewater treatment systems within their jurisdiction.
- C. The Health Department shall be empowered to withhold issuance of or revoke an onsite wastewater treatment system permit if the permit application is incomplete or if site conditions are inconsistent with those provided within the submitted permit application.
- D. The Health Department shall make all necessary sanitary and health investigations and inspections to ensure compliance with the appropriate administrative codes, statutes and ordinances as is necessary to protect and improve the public health.
- E. The Health Department shall either institute, or cause to be instituted, legal proceedings in the Circuit Court of Kendall County in cooperation with the Kendall County State’s Attorney’s Office where a violation of this ordinance occurs or a condition presents a substantial hazard to public health.

SECTION 5: RIGHT OF ENTRY AND INSPECTION

Pursuant to 55 ILCS 5/5-25013(A)(8), the health department shall be empowered to conduct inspections, investigations and site evaluations of properties, public and private, to determine compliance with the provisions of this ordinance. The health department shall perform all inspections, investigations and site evaluations at a reasonable time.

It shall be the duty of all property owners or occupants to allow the Health Department personnel free access to the subject property at reasonable times to conduct inspections, investigations and site evaluations. Persons who deny Health Department personnel the ability to discharge the above described duties shall be in violation of this Ordinance. In the event that Health Department personnel are refused permission to inspect any property at a reasonable time; he or she shall have the authority to seek an injunction and/or administrative investigative warrant from the Kendall County Circuit Court, as well as any other relief the Court may deem appropriate.

SECTION 6: NON-RESIDENTIAL ONSITE WASTEWATER TREATMENT SYSTEMS

- A. The health department shall review any proposal for an onsite wastewater treatment system to service a non-residential property via an informal meeting with the designer prior to its submittal for approval. The review shall consider those elements of the proposal which may impact the functioning and longevity of the onsite wastewater treatment system including, but not limited to, waste strength, peak flows, removal of non-domestic wastewater, seasonal flow variations, soil or site limitations, adequate future replacement area and elements of the proposal which may require special arrangements for access and maintenance.
- B. In all cases where non-residential properties are proposed for development, an area for a full-size replacement system shall be provided. The area shall be suitable for an onsite wastewater treatment system as confirmed by onsite soil investigation and designated for future onsite wastewater treatment system replacement. The replacement area shall be kept free of development, traffic or soil modification on all properties.
- C. An aeration treatment plant servicing a non-residential system shall meet the requirements of 77 Ill. Adm. Code 905.100J and may be subject to routine or periodic wastewater sampling which may be requested by the Kendall County Health Department at their discretion.

SECTION 8: SOIL INVESTIGATIONS

Soil investigations shall be conducted as outlined in the latest edition of the Illinois Department of Public Health Private Sewage Disposal Code (77 Ill. Adm. Code 905).

SECTION 9: INTERCEPTOR DRAIN & PERIMETER DRAIN INSTALLATIONS TO AFFECT A SEASONAL HIGH WATER TABLE WITH A SUBSURFACE SEEPAGE SYSTEM

- A. General requirements
 1. The minimum size and grade of drain tile shall be 4-inch single-wall corrugated, perforated HDPE pipe conforming to ASTM F405. Non-perforated tile conforming to ASTM F405 shall be the minimum used for outlet tiles.
 2. Well-graded pit run gravel with less than 5 percent fines passing the #200 sieve and no aggregate more than 1.5 inches in diameter shall be used for gravel backfill around the drainage tile. Ideal material will contain a mixture of medium and coarse sand with fine and medium gravel.
 3. Other department approved synthetic media may be used in lieu of gravel and tile provided their drainage capability equals or exceeds that of gravel.
 4. Drain tile installed in sandy soil, as indicated on the soil evaluation report, shall be wrapped in geotextile fabric with an effective opening size between 0.2 and 0.85 millimeters.
 5. The drain tile outlet shall be metal or PVC a minimum of 2 feet in length that is equipped with a rodent guard.
 6. Gravity discharge from the outlet is strongly preferred, and the outlet pipe shall be placed to encourage free flow of water in all seasons.

7. If a gravity-flow outlet cannot be achieved, the drain shall flow into a vault of sufficient size to maximize the life of the sump pump.
8. Any existing drainage tiles encountered in the proposed soil treatment area during construction shall be rerouted.
9. A cross-section of the curtain drain shall be provided on the onsite wastewater treatment system plan. All construction details of the curtain drain shall be provided on the cross-section.
10. Discharge to roadside drainage ditches is not permitted without written permission from the responsible highway authority, responsible township authority or other entity responsible for the roadside drainage ditch.

B. Placement requirements

1. The minimum trench width shall be eight inches.
2. A minimum of 3 inches of gravel, or approved synthetic aggregate, shall be placed in the trench bottom prior to installation of drainage tile.
3. Outlet tiles do not require gravel, or approved synthetic aggregate, and should be backfilled with native material.
4. Drainage tile shall be placed so that no sags occur that may impede drainage. Minimum slope on drain tile is 0.2 foot per 100 feet of run (0.2%).
5. Buried open ends of drainage tile shall be capped to prevent siltation within the tile.
6. The center of all tiles in drainage systems shall be placed a minimum of ten feet from the center of any septic field lines.
7. If the shallowest depth to restrictive permeability is 36-42 inches below the surface, the drain tile trench bottom should extend 6 inches into the restricted permeability zone. In these instances, septic lines must lie at-grade or within 12 inches of the surface.
8. If the shallowest depth to restrictive permeability is 42 inches or more, the drain tile trench bottom should extend 6 inches into the restricted permeability zone or lie 3 feet below the bottom of the deepest septic field trench, whichever is shallower.
9. Drain tiles installed parallel to effluent lines shall not lie more than 50 feet apart in soils with design loading rates in Design Groups IX or X, 30 feet apart in Design Group XI. Segment drains shall be used to achieve proper intervals. Drain tile intervals shall not exceed 65 feet for soils in Design Groups II-VIII.

C. Perimeter segment drain requirements

1. Drain tile trench should be backfilled with gravel, or approved synthetic aggregate, to a depth of 6 inches above the shallowest seasonal high water table depth shown by the soil evaluation report. The remainder of the trench may be backfilled with native material. Backfilling with gravel or approved synthetic aggregate, to within 6 inches of the soil surface and capping with topsoil to final grade is recommended for soils in Design Groups IX, X, and XI.
2. Segment drains may be used in conjunction with both perimeter and interceptor drains. Ten-foot setbacks to septic field lines must be maintained with segment drains.

D. Interceptor drain requirements

1. The center of the drain tile shall lay a minimum of 10 and a maximum of 15 feet upslope from the center of the nearest effluent line.
2. The drain tile trench shall be backfilled with gravel, or approved synthetic aggregate, to within 6 inches of the surface and capped with topsoil to final grade.

SECTION 10: PERMIT REQUIREMENTS

- A. An application for a permit to install, repair or renovate an onsite wastewater treatment system shall be submitted, in writing, on forms provided by the Kendall County Health Department.
- B. The applicable permit fee and any related inspection fee shall be paid at the time of permit application.

- C. If the health department finds that a permit application meets the requirements of the Illinois Department of Public Health Private Sewage Disposal Code (77 Ill. Adm. Code 905) and all requirements of this ordinance a permit shall be issued to the applicant.
- D. Three copies of the onsite wastewater treatment system plan shall accompany the permit application. Plans shall be drawn with an Engineer's scale (1 inch equals 10', 20', 30', 40', 50' or 60').
- E. The following specifications shall be included on, or with, the onsite wastewater treatment system permit application:
 1. Location of all existing and proposed buildings, accessory structures, driveways, roads, parking areas, sidewalks, patios, decks, swimming pools and any other improvements that may affect the location of onsite systems;
 2. Location and dimensions of all lot boundaries and easements on the property;
 3. Location of all existing water wells and onsite wastewater treatment system components whether existing or proposed on the subject and adjacent properties;
 4. Location of all proposed storm water systems including, but not limited to, storm sewers, detention basins, retention basins or drainage tiles on the subject and adjacent properties;
 5. Location of any lake, stream, wetland or body of water, flood plains, detention or retention areas on the subject property;
 6. Identification of any agricultural land which is used for farming purposes (on the subject property);
 6. Existing roadways and other areas where existing soil may be disturbed;
 7. Description and location of all existing and proposed components of the onsite wastewater treatment system. The description shall include manufacturer name and size of each component of the system. The location of all components of the onsite wastewater treatment system shall be provided on the design plan. This includes tanks, lift stations, distribution piping (material and size), distribution boxes, drop boxes, soil treatment components, gravel application beds in mound systems and any area where fill is to be applied;
 8. A copy of the soil investigation report, including the location of all soil evaluation points. All soil borings locations shall be transposed onto the permit design plans.
 9. Existing and proposed topography in two foot contours;
 10. A cross-section view of the subsurface seepage system including the total amount of soil cover, in inches, over the system. For subsurface seepage systems, the minimum and maximum cover shall be provided, in inches, on the plan. If a curtain drain is utilized, include a cross-section of the curtain drain, including construction details and depth, in inches, of the curtain drain;
 11. Elevations necessary to describe the sewage flow to, and through, the onsite wastewater treatment system. These elevations include, but are not limited to, the following: top of foundation or another suitable benchmark, plumbing stub-out, inlet and outlet of any tank(s), inlet of distribution box(es), top or bottom elevations of seepage lines or other subsurface seepage components.
- F. No onsite wastewater treatment system shall be installed, repaired or renovated until a permit has been issued by the department.

SECTION 11: REVOCATION OF PERMIT

- A. The health department shall have the authority to revoke onsite wastewater treatment system permits when information serving as the basis for approval is found to be false or erroneous, or when provisions of this ordinance or the Illinois Department of Public Health Private Sewage Disposal Code (77 Ill. Adm. Code 905) are violated.
- B. The health department shall have the authority to revoke onsite wastewater treatment system permits if the area designed for the soil treatment is disturbed by major filling, compaction, excavation, paving or other disturbances that adversely impact the permeability of the soil.
- C. The reason for the revocation of a permit shall be posted in writing at the site, or mailed to the applicant at the address provided on the permit application, by certified mail, return receipt requested.

SECTION 12: PERMIT VALIDITY

A health department issued permit for the installation, repair or renovation of an onsite wastewater treatment system is valid for a period of 12 months from the date of permit issuance. If construction has not started within that 12-month period, the permit is void. Written request for extension may be submitted to the Environmental Health Department prior to remaining 30 days of 12 month period.

SECTION 13: FEES

ONSITE WASTEWATER TREATMENT SYSTEM (OWTS) FEES	
OWTS permit (new construction or replacing existing tank & field)	\$340
OWTS septic tank replacement permit	\$100
OWTS soil absorption system repair permit	\$200
OWTS re-inspection	\$50
OWTS permit (new construction - community/cluster)	\$500
OWTS permit plan revision	\$50
Permanent holding tank	\$150
Septic tank abandonment	\$50
Variance request	\$70
Change of contractor	\$25
Annual domestic sewage land applicator	\$100
Soil evaluation consultation and report	\$50
Subdivision plat review (per lot)	\$50
Public sewer feasibility letter	\$25
Site evaluation	\$50
Community system administrative and inspection fee	\$400
Non-compliance fee (work performed without a permit)	Permit fee x 2
Property transaction inspection fee - well & septic site evaluation and report	\$200
<ul style="list-style-type: none"> ● Fee exemptions will be granted to those organizations that are classified as official units of Kendall County Government. ● An applicant that can prove 501(c)(3) status will be granted a fee reduction of 50 percent of the regular fee as listed on this schedule. 	

SECTION 14: ONSITE WASTEWATER TREATMENT SYSTEM INSTALLATION

A. Installer responsibilities

1. No onsite wastewater treatment system shall be installed, repaired or renovated except in accordance with the provisions of this ordinance.
2. It is the responsibility of the licensed private sewage disposal installation contractor to install the onsite wastewater treatment system per the approved permit application. Failure to install the onsite wastewater treatment system per the approved permit application is a violation of this ordinance which may result in a delay of system approval and/or occupancy and/or the revocation of any permit granted for the same.
3. It is the responsibility of the licensed private sewage disposal contractor to notify the health department of any change(s) to the approved permit application. Notification of any changes shall be provided, in writing, to the Health Department. Failure to provide the department with written notice of changes is a violation of this ordinance which may result in a delay of system approval and/or occupancy and/or the revocation of any permit granted for the same.
4. The system installer shall be present during a system inspection. If the system installer is unable to be present, his or her representative shall be present.

- B. Protection of the onsite wastewater treatment system
The area of an onsite wastewater treatment system shall be selected and maintained so that it is free from soil compaction or soil disturbance caused by, but not limited to the following: driveways, decks, patios, slabs, accessory structures, swimming pools, parking areas, buried lawn sprinkling systems, underground utility services, and addition to the original structure. Access to all onsite wastewater treatment system components shall be provided at all times for maintenance and servicing.
- C. Construction traffic
On properties where installation equipment will have limited access to the proposed onsite wastewater treatment system area, the health department may request that the location for material storage and the designated path for construction traffic be specified on, or with, the system plan.
- Agricultural land
Onsite wastewater treatment systems and onsite wastewater treatment system components shall not be installed on agricultural land which is routinely farmed.
- D. Notification
The property owner or licensed contractor shall provide a minimum 24 hours advance notification to the health department before beginning installation, repair or renovation of any component or components of the onsite wastewater treatment system for which a permit has been issued.
- E. F. Site access
In order to determine compliance with this ordinance, site access for system inspection shall be deemed essential for, but not limited to, the following:
1. On-site system layout review or site evaluations.
 2. Observing soil investigations and soil borings.
 3. At any stage of installation of the system.
 4. Final inspection, following completion of the system installation, prior to covering.
 5. As may otherwise be necessary in compliance with Section 5 of this Ordinance.
- F. Tree removal
Any removal of trees from the proposed onsite wastewater treatment system area which have a trunk diameter measuring greater than twelve inches shall be removed by cutting near the surface. Stumps shall be removed by grinding or cutting. On wooded lots, it is strongly recommended that property owners and/or private sewage disposal system installation contractors contact KCHD prior to any tree or soil disturbance.
- G. Patios, concrete slabs and decks
1. New construction of patios and slabs shall maintain a five foot horizontal separation distance to a septic tank, aeration device, lift station, holding tank or any other component of the septic system.
 2. New decks shall be built so as to accommodate the integrity, functionality, or servicing of any component of septic system; allowing for a five foot horizontal separation from the septic tank.
 3. Existing decks, patios and slabs located over septic system components shall be modified to allow access for maintenance of the onsite wastewater treatment system.
- H. Access to onsite wastewater treatment system components
1. All onsite wastewater treatment system tanks, lift stations, aeration devices and any other treatment components installed after the effective date of this ordinance shall be provided with risers that terminate a minimum of three inches above finished grade in order to allow access for pumping and maintenance.

SECTION 15: EMERGENCY REPAIRS

In the case of emergency repairs which require a permit, the emergency repair shall be performed only after written notice has been provided to the health department outlining the necessary repair. This section only applies to those emergency repairs which, if not promptly addressed, may endanger the public or present an immediate threat to public health.

SECTION 16: ORDER TO UNCOVER

If any person backfills, or covers, any portion of the system with earth, or other material which prevents the Health Department from properly inspecting the system to determine compliance with this ordinance, the system installer shall uncover the portions of the system deemed necessary by the Health Department to allow for system inspection. (See 77 Ill. Adm. Code 905.190)

SECTION 17: PROTECTION OF THE ONSITE WASTEWATER TREATMENT SYSTEM

- A. The onsite wastewater treatment system area shall be protected by fencing, or other department approved measures, prior to applying for a permit. The system shall remain protected throughout the duration of any construction to eliminate compaction of the soil or damage to the soil or the onsite wastewater treatment system.
- B. It shall be the responsibility of the property owner to protect the area(s) of the onsite wastewater treatment system and all system components.
- C. It shall be the responsibility of the property owner to reserve any area(s) designated for future installation of an onsite wastewater treatment system.

SECTION 18: BUILDING & ZONING RECOMMENDATION

It is recommended that the designer of the system contact the subdivision developer and Kendall County Planning Building & Zoning Department to review the accepted engineering plans for the subdivision to determine locations of required setbacks, drainage requirements, easements, floodplains, surface drain system, detention/retention ponds and other features. Nothing contained herein shall absolve the applicant from the necessity of following all applicable plats, PUD's, covenants, etc. that are in effect regarding applicant's property.

SECTION 19: BUILDING CONSTRUCTION PROJECTS & PERMITTING

All onsite wastewater treatment systems shall either be in compliance with the Illinois Private Sewage Disposal Code and this ordinance or new onsite wastewater treatment system plans shall be submitted to the health department and approved by this health department prior to the issuance of the building permit by the building authority.

SECTION 20: VARIATIONS

The Health Department may grant a variation by modifying or waiving specific requirements of this ordinance if, in the opinion of the Health Department a public health hazard will not result from the issuance of the variation. Variation requests shall be submitted in writing, on forms provided by the Kendall County Health Department. The Health Department shall notify the applicant in writing of its decision to either grant or deny the variation. The approved variation documents shall be recorded on the property deed and filed with the Kendall County Recorder of Deeds.

SECTION 21: VIOLATIONS

- A. Whenever the health department determines that there is a violation of any provision of this ordinance, the health department shall give notice of such alleged violation to the property owner, who shall then remedy the violation within the time allotted.
- B. The notice of violation shall:
 1. Be in writing.
 2. Include a statement of the reasons for the issuance of the notice.
 3. Contain details of the remedial action to be taken.
 4. Allow reasonable time to take remedial action and to otherwise comply with this ordinance.
 5. Be served to the property owner, or resident, via personal deliver or sent via registered or certified mail.
- C. In addition to the revocation or suspension of any permit issued, if such violation continues, the matter will be referred to the Kendall County State's Attorney's Office to prosecute violations of the ordinance and to initiate any necessary action in the Circuit Court, in order to abate such violating condition as enumerated in this Ordinance or the associated State law, including, but not limited to seeking injunctive relief.

SECTION 22: HEARINGS AND APPEALS

Any person may appeal a permitting decision to the Health Department by written request that shall be filed with the Department within ten (10) business days after receipt of the subject notice to revoke or deny the permit at issue.

A hearing for such appeal shall be scheduled to take place as soon as reasonably possible, but no later than fifteen (15) business days from the date of filing such request, unless a later date is agreed upon. The Health Officer conducting the hearing shall give notice by phone and regular mail of the date, time and location of such hearing. Written notice of the hearing to a party may be waived by that party.

The hearing shall be conducted by a Health Officer at the place and time designated by him/her. All hearings shall be conducted so as to provide the parties adequate time to prepare, the right to present evidence in support of their position, the right to cross-examine, and the right to legal counsel at the party's own expense. The formal rules of evidence shall not apply. The Health Officer may ask questions of any witness to assist in reaching a decision. The Health Officer shall make a record of the proceedings. Should a party desire a verbatim transcript of such hearings, they may obtain a court reporter at their own expense.

Based upon the record of such hearing, the Health Department shall make a finding and a written decision shall be prepared. Such decision shall be considered final and shall be provided to the permit holder by the Health Department within fifteen (15) days and a record of the same shall be maintained.

SECTION 23: PARTIAL INVALIDITY

If any section, subsection, paragraph, sentence, clause, or phrase of this article shall be declared invalid for any reason whatsoever, such invalidation shall not affect the remaining portions of this article which shall remain in full force and effect.

SECTION 24: PENALTY

Any person, firm or corporation who violates, disobeys, omits, neglects, or refuses to comply with, or refuses to remedy a violation of the provisions of this Ordinance shall be guilty of a business offense and be fined not less than \$100.00 and no more than \$1,000 for each offense. Each day upon which such violation continues shall constitute a separate offense. Further penalties shall be assessed as outlined in the latest edition of the Illinois Department of Public Health Private Sewage Disposal Code (*See 77 Ill. Adm. Code 905.205*).

SECTION 25: MAINTENANCE OF RECORDS

The Health Department shall maintain a record of applications and permits, notices of subsequent enforcement, records of hearings and the information contained in those documents, which shall be available for public inspection.

SECTION 26: ENFORCEMENT

Enforcement of this ordinance shall be performed by the Kendall County Health Department. The Kendall County State's Attorney's Office shall be authorized to bring any necessary actions and prosecute any violations of this ordinance in the Circuit Court.

SECTION 27: EFFECTIVE DATE

This ordinance and the regulations contained therein shall be in full force and effect on and after the date signed below.

APPROVED BY THE KENDALL COUNTY BOARD THIS DAY _____ 20 _____

Chair, Kendall County Board

Ayes _____

Nays _____

Attest _____
Kendall County Clerk

R.E.D. Shirt Fridays

Do you remember getting email chains back in the day? A concept to wear Red on Fridays was introduced through one of those chains.

Red is a symbolic color as the color is an acronym for Remember Everyone Deployed. R.E.D. Friday was created to remind people of our heroes that are still overseas and that we are still thinking of them.

Please join the Veterans Assistance Commission of Kendall County in remembering our fellow brothers and sisters in arms who are still deployed overseas. We will produce a list of Fridays in 2017 where we will unite and wear these shirts to show our support. These dates will be delivered with your shirt, in addition to being posted on our Website and Facebook.

Payment is required up front. Shirts are only \$10 each, and no profit will be made from these orders. All orders should be placed NLT Jan 31st, 2017.

Please see one the following to order your t-shirt today!

Tracy Page	Sheriff's Office
Nicki Swiss	Courthouse
Valarie McClain	County Office Building
Becki Rudolph	Health Department

For questions, please call Olivia at 630-553-8354



Front Chest

Back



Name: _____

Office: _____

Location: _____

Shirt Type: (Circle One Below)

- Men's
- Women's Round Neck
- Women's V Neck

Size Shirt: _____

Quantity: _____

Contact # or Email:

<p>For VACKC Use Only: Paid: _____ Date Received: _____ Confirmed Email: _____</p>
--

Valarie McClain

From: Olivia Laschober
Sent: Monday, January 09, 2017 9:33 AM
To: Valarie McClain
Subject: Sizes

Mens, womens round neck, womens v neck respectively

From: Nick Mule [mailto:NMule@qualitylogoproducts.com]
Sent: Tuesday, December 20, 2016 1:08 PM
To: Olivia Laschober
Subject: RE: shirt quote!!

Guildan regular tee

	S	M	L	XL	2XL	3XL	4XL	5XL
Body Length	28	29	30	31	32	33	34	35
Body Length Tolerance	1	1	1	1	1	1	1	1
Body Width	18	20	22	24	26	28	30	32
Body Width Tolerance	1	1	1	1	1	1	1	1

Womens Spec Sheet - regular

	S	M	L	XL	2XL	3XL
Across Shoulders	15	16	17	18 1/2	19 3/4	21
Across Shoulders Tolerance	1/2	1/2	1/2	1/2	1/2	1/2
Body Length	25 1/2	26	27	28	28 1/2	29
Body Length Tolerance	1	1	1	1	1	1

V neck

	S	M	L	XL	2XL	3XL
Body Length	25 1/2	26	27	28	28 1/2	29
Body Length Tolerance	1	1	1	1	1	1
Body Width	17 1/4	19 1/4	21 1/4	23 1/4	25 1/4	27 1/4
Body Width Tolerance	1	1	1	1	1	1

Veteran Benefit 101 Newsletter

INSIDE THIS ISSUE:

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Message from VACKC!

Hello and warmest greetings from the VACKC Staff!! We hope everyone is enjoying the holidays and having a safe New Year! We welcome 2017 and all of the adventures to come.



Message from Chad Lockman, Superintendent: The VACKC has had an exceptionally prosperous year, and has experienced growth more than ever before with regard to the number of veterans assisted. We continue to grow and very much look forward to an even more prosperous 2017. The VACKC thanks all Kendall County Veterans for their ongoing support in choosing us to assist them.

We would like everyone to know that our office has expanded in personnel! We welcome Donovan Torres, an Army veteran, to our full time staff as our CVSO Coordinator. In addition to office staff, we have a new driver on our team! We welcome Maurice "Morris" Leyland.

We would like to let all individuals who haven't been to our office in recent years and are coming in for appointments, to come in a few minutes prior to the appointment to fill out new intake paperwork. Additionally, signing in at the front desk is required for accountability and safety in our building.



Veterans Need To Know

Pre-need Burial Eligibility

This is brand new from the National Cemetery Administration. The VA has implemented this program to "assist

anyone who would like to know if they are eligible for burial in a VA national cemetery".

This plan-ahead program was designed to

eliminate unnecessary delays and reduce stress on families.

Please stop by or call if this is something you would like to look into.



**SEARCH: Veterans
Assistance
Commission of
Kendall County**

Benefit Highlight

The Veterans Benefit Administration (VBA) offers a benefit known as VA Pension. The public may erroneously be labeling this as "Aid and Attendance".

VBA offers VA Pension to eligible veterans based on their medical expenses, physical limitations, and income & asset information.

VBA raters will take all the

criteria (wartime service, income, expenses etc) into account and place a veteran or their widow(er) into one of three VA Pension levels. Those levels are known as Basic Pension, Housebound Pension, or Aid & Attendance Pension.

There is no exact amount to which an individual may be entitled as everyone's income, assets, and medical expenses vary.

If you are currently experiencing high medical expenses (home health care, assisted living, caregiver, etc etc), please give us a call, and our office will be happy to go over criteria with you.

If you're unsure whether or not your medical expenses are high enough or are curious about this benefit in general, please give us a call! We will be happy to help.

Events

Our office is planning for an informational and fun 2017 for veterans and their families.

Our first event of the year will be on Feb 1st, 2017. We are hosting "Benefits and Brunch" at 10am at the Health and Human Services Building. This event is for interested individuals, families, or providers to learn more

about what the Veterans Benefit Administration, the Veterans Health Administration, and the National Cemetery Administration have to offer. Space is limited.

Salute to Veterans will be celebrating their 10th year in June 2017. We hope to see you there!

ATTENTION WOMEN VETERANS!!!

We will be having another Women Vet Let's Connect event coming up this February 9th! Our event will be held at the Yorkville Legion from 1130am-1:30pm. If you know you will be attending, please let us know., but please know you can show up without an RSVP! We look forward to seeing you!!

"Honor to the soldier and sailor everywhere, who bravely bears his country's cause. Honor, also, to the citizen who cares for his brother in the field and serves, as he best can, the same cause"

-Abraham Lincoln

Office Contact Information

Our office is open Monday through Friday (8am-4pm) and closed most government holidays.

We would love to schedule time for you to visit so we can better fulfill your needs.

Appointments are preferred and can be made by calling :

630-553-8354

Our office is located at:

811 West John St.
Yorkville, IL 60560

We look forward to assisting you and your family with veterans benefits FREE of charge.

If you wish to opt out of this newsletter, please contact us at 630-553-8354 and we would be happy to remove you.



ATTN:
Women Vets
Let's Connect

Calling all women veterans of any branch,
any era, and any status!

Come join us at our
monthly gatherings with
other women veterans to
encourage connection
and discuss events &
resources that could
benefit our population!

Call Olivia for any
questions:
630-553-8354

Our next Lunch
gathering will be
held at Yorkville
American Legion
in Yorkville, IL

Date: February
9th, 2017

Time: 1130am-
1:30pm

Benefits & Brunch

Are you a veteran? Family member of a veteran? Do veterans live at your facility?

It is very well possible that they are eligible for VA benefits!

The Veterans Assistance Commission of Kendall County would like to invite veterans, relatives, providers and anyone who is interested for a (free!) presentation on relevant VA benefits that individuals could benefit from. There will be a Q&A session afterwards.

When: February 1st, 2017

Where: Kendall Co. Health and Human Services Building (811 West John Street Yorkville, IL 60560)

Time: 10am-11am (rough estimate)

**RSVP at 630-553-8354
by January 30th, 2017
-Space is limited-**

We are very excited to build a continuous relationship with local veterans, the community, and providers to better assist those who have served this great country!

***Regional Office of Education
Grundy-Kendall Counties***

**Christopher D. Mehochko
Superintendent**

MORRIS OFFICE
1320 Union Street
Morris, Illinois 60450

Phone(815) 941-3247
Fax (815) 941-5384

YORKVILLE OFFICE
109 West Ridge Street
Yorkville, Illinois 60560

Phone(630) 553-4168
Fax (630) 553-4152

February 29, 2016

Mr. Wilkins and Mr. Pryor,

In accordance with Illinois School Code section 105 ILCS 5/3-5, I would like to report under affirmation to the County Board a list of acts as county superintendent for the previous quarter from December 1, 2015 - February 29, 2016.

Sincerely,
Christopher D. Mehochko
Regional Superintendent of Schools

Educators Registered: 801
Licenses Registered: 833
Substitute Licenses Registered: Report no longer available through statewide system
Public School Administrators Employed for FY 2015/16: 204
Public School Teachers Employed for FY 2015/16: 2,407

School Bus Driver Trainings: 3
School Bus Drivers Trained: 10

Fingerprintings done at 2 offices: 484

Phone Calls Taken: 1,444
Walk In Patrons Served: 1,076

Registrations for testing at the Professional Training and Testing Center: 212

Students Currently at Premier Academy Morris: 75

ParaPro Tests Given: 11

Visits, meetings and trainings: Regional Superintendent and Assistant Superintendent

December 1, 2015 - February 29, 2016

December

- 1- Health Life Safety Inspection-Homestead, The Wheatlands
- 2- Meeting with Breaking Free
 - Grundy County Computer Giveaways
 - Senior Presentations-Newark High School
- 3 – Health Life Safety Inspections - Coal City
- 4 – IVASBO at Morris Country Club
- 7-8 – Raising Student Achievement Conference at Pheasant Run in St. Charles
- 8 - Area 1 Meeting
- 9- Kendall County Special Education Cooperative Board Meeting
 - Truancy Hearing
- 10- Kendall County Computer Giveaways
 - ISBE Conference Call
- 11 – PTELL Workshop at Professional Development Alliance in Joliet
 - Juvenile Justice Scholarship Committee Meeting
- 14- Meeting Premier Academy
- 15- Planning meeting at Professional Development Alliance in Joliet
 - Health Life Safety- Grande Park, Murphy Junior High
- 16 – Grundy County Special Education Cooperative Meeting
 - Truancy Summit Meeting
- 17 – Toys for Tots at Oswego Fire Department in Oswego
- 18 – Grundy County Health and Education Committee Bill Signing
- 29 - Health Life Safety- Plano School District

January

- 5- Truancy Staff Planning Meeting
 - Health Life Safety-OHS
- 6 – WIB Meeting in Aurora
- 6-7 IARSS in Springfield
- 8 – Truancy Hearing
- 12 – IARSS Area One Conference Call
- 13- Kendall County Special Education Cooperative Board Meeting
- 14 – Health Life Safety- White Oak, Shabbona
- 15- Meeting at District #54 Office
 - Juvenile Justice Scholarship Committee meeting
 - Truancy Hearing
- 20- Grundy County Special Education Cooperative Board Meeting
 - Grant Meeting
- 21 – TREES Meeting in Joliet
 - PDA Governing
- 22 – IASA Meeting in Joliet
 - Health Life Safety Inspection- Saratoga, Nettle Creek
- 25 – Testing Center Meeting in Yorkville
 - Juvenile Justice Fundraising Committee meeting
- 27 – Health Life Safety- Gardner, S. Wilmington, Braceville

February

- 1- Truancy Hearings in Morris Office
- 3 – Area 1 Homeless Meeting
- 4 – Health Life Safety- Mazon
- 5 - IVASBO
- 8 – TV and Radio Spot on WSPY
- 9 – Area One Meeting in Dupage
- 10 – WIB Meeting in Aurora
 - Kendall County Special Education Cooperative Board Meeting
- 11- Truancy Hearing
 - ISBE Conference call
- 16 – SLIP Students in Morris Office
- 17 - Grundy County Special Education Cooperative Board Meeting
 - TALK – Oswego High School
- 18 – Meeting with YMCA reps at Premier Academy
 - Truancy Hearing
- 19 - Grundy County Health and Education Meeting
- 22 – Juvenile Justice Fundraising Committee Meeting
- 24 – Public Hearing at Minooka Elementary
- 25 – TALK- Oswego East High School
- 27 – County Spelling Bee at Yorkville Middle School

***Regional Office of Education
Grundy-Kendall Counties***

Christopher D. Mehochko
Superintendent

MORRIS OFFICE
1320 Union Street
Morris, Illinois 60450

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109 West Ridge Street
Yorkville, Illinois 60560

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Fax (630) 553-4152

May 31, 2016

Mr. Wilkins and Mr. Pryor,

In accordance with Illinois School Code section 105 ILCS 5/3-5, I would like to report under affirmation to the County Board a list of acts as county superintendent for the previous quarter from March 1, 2016 - May 31, 2016.

Sincerely,
Christopher D. Mehochko
Regional Superintendent of Schools

Educators Registered: 801
Licenses Registered: 833
Substitute Licenses Registered: Report no longer available through statewide system
Public School Administrators Employed for FY 2016/17: 204
Public School Teachers Employed for FY 2016/17: 2,407

School Bus Driver Trainings: 14
School Bus Drivers Trained: 400

Fingerprintings done at 2 offices: 734

Phone Calls Taken: 1,550
Walk In Patrons Served: 907

Registrations for testing at the Professional Training and Testing Center: 236

Students Currently at Premier Academy Morris: 80

ParaPro Tests Given: 0

Visits, meetings and trainings: Regional Superintendent and Assistant Superintendent

March 1, 2016 - May 31, 2016

March

- 1- IARSS
- 2- WIA Transition Committee
- 3- Truancy Hearing (OHS)
- 7 – Truancy Hearing
 Truancy Interviews
- 8 - Area 1 Meeting
- 9- Kendall County Special Education Cooperative Board Meeting
- 10- Child Advisory Council Meeting
 Residency meeting (OHS)
 ISBE Conference Call
- 11 – IVASBO
- 14 – Truancy Hearing (Plank and YMS)
- 15 – Emergency Worker Training in the EOC
- 16 – Grundy County Special Education Cooperative Meeting
- 17 - Truancy Hearings
 IARSS PD Conference Call
- 18 – Grundy County Health and Education Committee Bill Signing
- 24 - TREES Meeting
 PDA Governing Meeting
 VISTA Learning Governing Board Meeting
- 30 – Meeting with Saratoga School District
- 31 – WIB Meeting

April

- 1 – IVASBO
 Juvenile Justice Council Meeting
- 5- IARSS Area One Meeting
- 6 – Nuclear Drill Training in EOC
 FVCC Steering Committee Meeting
- 8 – Juvenile Justice Fundraising Committee Meeting
- 11- Truancy Hearing (OHS)
- 12 – Government Day
- 13- Kendall County Special Education Cooperative Board Meeting
- 14- Truancy Hearing (PHS)
 ISBE Conference Call
- 15- Grundy Truancy Meeting
 Juvenile Justice Committee Meeting
- 19- OHS Conference Call with Physicians
- 20- Grundy County Special Education Cooperative Board Meeting
 Grant Meeting
- 21 – Meeting at PDA
 Computer Giveaway
- 22 – Grundy County Health and Education Committee Bill Signing
 Juvenile Justice Fundraising Committee Meeting
- 25 – WIOA MOU Meeting
 Health Life Safety (Minooka Elem)
- 26 – Health Insurance Meeting

- Department Head Meeting
- IARSS PD Conference Call
- 29 – LEA Determinations Conference Call
- Student Luncheon Bednarcik Jr. High
- 30 – 5K Juvenile Justice Council Fundraiser

May

- 1-2 - IARSS SIG Meetings in East St. Louis
- 3 – Grundy Community Meeting
- IARSS Legislative Reception- Springfield
- 4- IARSS Meeting-Springfield
- 5 – WIOA Executive Meeting
- Computer Giveaway
- 6 – IPA Student Recognition Ceremony
- 9- Health Life Safety Inspection-Lisbon, Newark
- 10 – Area One Meeting in Dupage
- 11 - Kendall County Special Education Cooperative Board Meeting
- 12- KCSEC Open House
- Plano Legion Club-Scholarship Meeting
- Truancy Hearing (PHS)
- 13 – WIOA Conference Call
- Homeless Meeting
- 16 – Meeting with Premier Staff
- Child Youth Safety Committee Meeting
- 17 – WIOA MOU Meeting
- 18 – Grundy County Special Education Cooperative Meeting
- PDA Governing Board Meeting
- 19- ISBE Conference Call
- 20 - Grundy County Health and Education Meeting
- IVASBO
- 22 – 24 – National Spelling Bee
- 24- Health Life Safety Inspection- Cross Lutheran
- 25 – WIOA MOU Meeting
- 26 – TREES Meeting

***Regional Office of Education
Grundy-Kendall Counties***

**Christopher D. Mehochko
Superintendent**

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Yorkville, Illinois 60560

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Fax (630) 553-4152

August 31, 2016

Mr. Wilkins and Mr. Pryor,

In accordance with Illinois School Code section 105 ILCS 5/3-5, I would like to report under affirmation to the County Board a list of acts as county superintendent for the previous quarter from June 1, 2016 - August 31, 2016.

Sincerely,
Christopher D. Mehochko
Regional Superintendent of Schools

Educators Registered: 801
Licenses Registered: 833
Substitute Licenses Registered: Report no longer available through State Wide System
Public School Administrators Employed for FY 2016/17: Report no longer available
Public School Teachers Employed for FY 2016/17: Report no longer available

School Bus Driver Trainings: 16
School Bus Drivers Trained: 241

Fingerprintings done at 2 offices: 1,114

Phone Calls Taken: 1,924
Walk In Patrons Served: 1,363

Registrations for testing at the Professional Training and Testing Center: 233

Students Currently at Premier Academy Morris: 80

ParaPro Tests Given: 10

Visits, meetings and trainings: Regional Superintendent and Assistant Superintendent

June 1, 2016 - August 31, 2016

June

- 1-Family Violence Committee Council Meeting (Sycamore, IL)
- 2 – Administrators Academy (PDA)
- 3- Administrative Academy (PDA)
- 6 – Oswego CUSD 308 Compliance visit
- 8 - River Valley Workforce Investment Board Meeting
- 9 - Newark 66 Compliance visit
 - Kendall County Retired Teachers Meeting
- 14 – Area 1 IARSS Meeting
- 15 – Kendall County Special Education Cooperative Board Meeting
- 16 – ISBE Conference Call
- 20 – River Valley workforce Investment Executive Committee Meeting
- 21 – Grundy County Board Budget Presentation
- 22 – Grundy County Special Education Cooperative Board Meeting
- 23 – ISBE Conference Call
- 24 – Grundy County Education Committee
- 27 – Mazon Compliance visit
- 28 – Evaluwise user Conference
 - Grundy County Planners Meeting
- 29 - Kendall County Special Education Cooperative Board Meeting
- 30 – Conference Call

July

- 11-13 – ISBE Audit
- 13 – IARSS Meeting (Springfield)
- 14 - IARSS Meeting (Springfield)
- 15 - IARSS Meeting (Springfield)
- 18-21 – ISBE Audit of KCSEC
- 18 - Child Youth Safety Committee Meeting
- 20 - Grundy County Special Education Cooperative Board Meeting
 - Exelon Exercise (Grundy EOC)
- 21 – PDA Governing Board
- 22 – Tech meeting with Jason Bross
- 29 – Workforce Development Board Ad Hoc Committee Meeting
 - Juvenile Justice Committee Meeting

August

- 3 – Kendall County Outdoor Education Center Meeting
- 8 – Minooka Occupancy Inspections
 - MVK Occupancy Inspections
- 9 - IARSS Area 1 Meeting
- 10 - Plano Middle School Occupancy
 - Oswego Transition House Occupancy Inspection
- 11- Yorkville High School Occupancy
 - ISBE Conference Call
- 12 – Grundy/Kendall County Truancy/RSSP Meet and Greet
- 15 -19 – ROE Audit
- 15 – ROE Goal Setting in Morris office

- 16 – Grundy County Special Education Cooperative Board Meeting
- 19 – Grundy County Education Committee Meeting
- 24 – Juvenile Justice Grant Committee Meeting
- 25 – IARSS Meeting (Springfield)
 - Workforce Development Board Executive Meeting
- 29 – Senator Jennifer Bertino Fundraiser
- 30- IARSS PD online Meeting
- 31 – Workforce Development Board Meeting
 - Closing for the KCSEC Building

***Regional Office of Education
Grundy-Kendall Counties***

**Christopher D. Mehochko
Superintendent**

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Morris, Illinois 60450

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Fax (815) 941-5384

YORKVILLE OFFICE
109 West Ridge Street
Yorkville, Illinois 60560

Phone (630) 553-4168
Fax (630) 553-4152

November 30, 2016

Mr. Wilkins and Mr. Pryor,

In accordance with Illinois School Code section 105 ILCS 5/3-5, I would like to report under affirmation to the County Board a list of acts as county superintendent for the previous quarter from September 1, 2016 - November 30, 2016.

Sincerely,
Christopher D. Mehochko
Regional Superintendent of Schools

Educators Registered: No longer available on statewide reports
Licenses Registered: No longer available on statewide reports
Substitute Licenses Registered: No longer available on statewide reports
Public School Administrators Employed for FY 2016/17: 250
Public School Teachers Employed for FY 2016/17: 2,596
School Service Personnel Employed for FY2016/17: 1,004

School Bus Driver Trainings: 7
School Bus Drivers Trained: 67

Fingerprintings done at 2 offices: 580

Phone Calls Taken: 1,092
Walk In Patrons Served: 713

Registrations for testing at the Professional Training and Testing Center: 188

Students Currently at Premier Academy Morris: 80

ParaPro Tests Given: 5

Visits, meetings and trainings: Regional Superintendent and Assistant Superintendent

September 1, 2016 – November 30, 2016

September

- 2 - IVASBO
- 7 - Kendall County Special Education Cooperative Board Meeting
- 9 - Kendall County Employee Luncheon
- 13 - Health Life Safety Inspection Churchill and Brokaw
- 14 - Plano High School Occupancy Inspection
- 15 - Health Life Safety Inspection Bristol Bay and Bristol Grade
- 16 - Juvenile Justice Council Meeting
- 20 - IASA Meeting Morris County Club
- 21 - Grundy County Special Education Cooperative Board Meeting
GOAL meeting with Oswego CUSD 308
- 22 - Health Life Safety Inspection Autumn Creek and Grande Reserve
PDA Governing Meeting
- 23 - Education Committee Meeting Grundy County
- 27 - Health Life Safety Inspection Hunt Club and Eastview Elementary School
- 28 - TALK Oswego High School
PDA Training
Kendall County Law Enforcement Dedication
- 29 - Health Life Safety Inspection Yorkville High School
ISBE Conference Call
Kendall County Budget Presentation
- 30 - Pearson Vue Proctor Exam Test Recertification
Oswego CUSD 308 Crisis Meeting

October

- 4 - Health Life Safety Inspection Southbury and Plank
- 5 - Truancy Hearing (YMS student)
KCSEC Closing Meeting
- 6 - Health Life Safety Inspection Yorkville Grade and Yorkville Academy
- 7 - IVASBO Meeting
- 11 - Health Life Safety Inspection Oswego East High School
- 12 - Workforce Development Board Transition Committee Meeting
KCSEC Closing Meeting
- 13 - Health Life Safety Inspection Circle Center Grade and Yorkville Intermediate
- 17 - Regional Board School Trustee Meeting
- 18 - Health Life Safety Inspection Thompson and Long Beach
- 19 - Grundy County Special Education Cooperative Board Meeting
- 20 - Truancy Meeting Kendall County Court House
ISBE Conference Call
- 21 - Grundy County Education Committee Meeting
- 25 - Health Life Safety Inspection Traughber, Maintenance and Transportation
- 26 - Truancy Hearing (YMS student)
- 27 - Health Life Safety Inspection Yorkville Middle School
Workforce Investment Board Executive Meeting

November

- 1 – Health Life Safety Inspection Boulder Hill and Old Post
- 2-3 – IARSS Springfield
- 4 – IASA in Joliet
 - Juvenile Justice Council
- 7 – Health Life Safety Inspections (Coal City)
- 8 - IARSS Area 1 Meeting
- 9 - Truancy Hearing (Plano HS)
 - Truancy Hearing (Oswego HS)
 - Workforce Development Board Meeting
- 10 - ISBE Conference Call
 - Meeting with Grundy County Auditor
- 15 - Health Life Safety Inspection Wolf's Crossing and Bednarcik
 - Health Life Safety Inspections (Coal City)
- 16 – Grundy County Special Education Cooperative Board Meeting
 - Truancy Hearing (Oswego HS)
- 17 – PDA Governing
- 18 – Grundy County Education Committee
- 21 – Grundy County Department Head Meeting
- 22 – Health Life Safety Inspection Prairie Point, 308 Center

REGIONAL OFFICE OF EDUCATION
Grundy and Kendall Counties

ANNUAL REPORT
2016

CHRISTOPHER D. MEHOCHKO
Regional Superintendent

MICHELLE SENFFNER
Assistant Regional Superintendent

Grundy Kendall Regional Office of Education

This report is intended to familiarize the reader with some of the services provided by the Grundy-Kendall Regional Office of Education.

The Grundy-Kendall Regional Office of Education (ROE) is fortunate to work with excellent school administrators and teachers, while at the same time receiving outstanding cooperation from both the Grundy and Kendall county boards and county service agencies.

The primary duty of the Regional Office of Education is to assist Grundy and Kendall County educators with licensure questions. However, the office also assists educators from across the state as well as those located out of state.

The ROE provides a variety of services required by the State of Illinois, suggested by the ROE itself or implemented at the request of the schools within the region. Services range from serving as administrative agent for a variety of cooperative programs to providing professional development activities and programs for the teachers and administrators within the region. Professional development for school personnel is under the auspices of the Regional Office of Education in conjunction with the Will County Regional Office of Education. The Professional Development Alliance is located in Joliet and directed by Director Jay Linksman. In addition to professional development, the Grundy/ Kendall ROE is also responsible for Alternative School programs, truancy case workers, homeless liaison, and Workforce Investment Act programs.

The ROE also provides training for all school bus drivers, provides testing which leads to the awarding of the GED certificate to those who did not complete their high school education, fingerprints school employees, and maintains a job bank database

The Grundy-Kendall Regional Office of Education is responsible for 18 public school districts which educate students in 10 high schools, 12 middle schools, 39 elementary schools, and 2 early childhood centers. In addition, there are 6 private schools, 5 alternative schools, 1 cooperative vocational center, and one outdoor education center. With these additional facilities the number of students in the region has grown to over 40,000 compared to 18,000 students back in 1997-1998. There are also 2* well respected special education cooperatives providing a myriad of services for students. All of these facilities lie in an area covering over 752 square miles.

***Note - The Kendall County Special Education Cooperative has dissolved as of June 30, 2016. The ROE has, and will continue to, handle all shut down responsibilities of the KCSEC.**

REGIONAL OFFICE OF EDUCATION STAFF/SUPPORT

The Grundy/Kendall Regional Office of Education has developed a very strong reputation for having friendly, knowledgeable support staff. Support staff for the Regional Office of Education consists of one Administrative Assistant/Licensure Officer in the Morris office and one Administrative Assistant/Licensure Officer and one Bookkeeper in the Yorkville office. It is common to hear positive comments about the support staff's contributions to the ROE.

Basic support of the day-to-day functions of supervision and service to the schools and people of the two-county region is, per law, provided by the two counties. County budget assessment is based upon a ratio of the total assessed property valuation of each county. For the FY16 Budget, that ratio stood at 41% for Grundy County and 59% for Kendall County. The FY17 budget ratio remains the same.

The Regional Office operated on a "county budget" of \$141,663 for Fiscal Year 2016, down from \$142,403 for Fiscal Year 2015.

Kendall County Outdoor Education Center

The Kendall County Outdoor Education Center (KCOEC) is located at Hoover Forest Preserve in Yorkville, Illinois. The mission of the KCOEC is to provide students the opportunity for experiential learning in an outdoor setting. During the program day, the teacher or teachers give a great deal of support to the students through the employment of small working groups. In addition to enhancing a standard curriculum, the KCOEC offers the opportunity for student decision-making, self-confidence development, team building, risk taking, leadership development, and personal adventure. A common thread woven into most outdoor education activities is a strong stewardship responsibility, conservation ethic, and environmental harmony.

The KCOEC is funded through a cooperative that includes the school districts of Plano, Sandwich and Yorkville, Illinois. The Center provides services for the students within this cooperative. The Regional Office of Education is the administrative agent for the center and employs one full-time director and an assistant director.

The KCOEC also welcomes groups outside of the cooperative interested in outdoor education opportunities. Completion of the "challenge course" has helped draw in other groups, and hosting "Family Adventure Day" continues to be a big success.

The Center provides one-day, outdoor education experiences for thousands of students each year with participants ranging in age from pre-kindergarten through adults. Each program day is developed with the classroom teacher and is designed to enrich the classroom curriculum. Program areas include Environmental Science, Map and Compass, Living History and Team Building. During the 2015-2016 school year, over 9000 people were served by the KCOEC.

The KCOEC has been providing quality outdoor learning experiences for the students of the Oswego, Yorkville, Plano, Sandwich, and Somonauk school districts for the last 47 years. We look forward to continuing the adventure into the future.

Attendance Assistance Program

The purpose of the Attendance Assistance Program is to improve school attendance and performance of educationally at-risk students. This program works in prevention and intervention modes with schools, truant students and their families to decrease absenteeism. The program serves 18 school districts throughout Grundy and Kendall Counties and is funded through the Illinois State Board of Education (ISBE) Truants' Alternative and Optional Education Program and General State Aid. There is one full-time and two part time truancy case workers in Kendall County and one part-time truancy case worker in Grundy County.

Employment Program

The ROE implements a program funded under the federal Workforce Investment Act (WIA). A youth employment program for Kendall County youth aged 16-21 operates out of the Yorkville Office. The purpose of the program is to help youth from low income homes who have employment barriers such as being a high school drop-out, being on court probation, being a young parent, or being academically deficient. Services include GED tutoring, assistance finding employment, resume creation, career counseling, subsidized employment, assistance finding educational grants and loans, and letters of recommendation for employers and judges. The program is funded by the Workforce Investment Act through the River Valley Workforce Investment Board. Chris Mehochko serves as a member of the River Valley Workforce Investment Board.

Grundy County No Tolerance Task Force (NTTF)

This program is funded by the Grundy County Board and the Illinois Department of Human Services (DHS) Comprehensive Prevention Grant. It provides substance abuse prevention and anti-gang education, while working cooperatively with county and local law enforcement, school districts, and other community sectors. The NTTF exists to further its mission of building a strong and healthy partnership between family, school, business, and community to promote individuals making positive life choices, taking pride in themselves and community. This program serves the 12 school districts of Grundy County and is housed in the Grundy ROE Office.

GED Testing

GED testing saw significant changes during the calendar year 2014. In order to adapt to the changes, the Regional Office of Education, in cooperation with the Kendall County and Grundy County Boards, completed a remodeling project located at the back of the Kendall County ROE office. The purpose of the project was to change the usage of the room to accommodate a new testing center which houses nine computerized testing stations. The computerized testing stations will allow the ROE to maintain a testing site for our constituents.

The Grundy/Kendall County Regional Office of Education now provides GED, along with hundreds of other computer based tests, each month at the Old Historic Courthouse in Yorkville. Generally, tests are administered on Friday and Saturday of each week. However, we maintain a flexible schedule and open the center on days other days to meet the demands of our constituents. We administered 904 exams during the time period between December 1, 2015 and November 30, 2016.

Regional Safe Schools Program

The Regional Safe School Program (RSSP) is a special program created by the State Legislature and is intended to provide educational alternatives for at-risk youth who are expulsion-eligible or have multiple suspensions. Five sites operate cooperatively in the two-county area. Grundy County sites are located at Premier Academy in Morris and Minooka High School (Project Indian). Kendall County RSSP sites are located in Plano (FLEX Program), Oswego (GOAL Program), and Yorkville (Yorkville RSSP Program). The Regional Safe School Program is, by law, the responsibility of the Regional Superintendent of Schools.

Premier Academy, located in Morris, is a Regional Safe School Program and Truants Alternative and Optional Education Program (TAOEP) which is funded by the Illinois State Board of Education. It is one of over 100 programs operating statewide to serve the needs of at-risk students. Premier Academy houses up to 134 students who would otherwise be without an educational placement. Premier Academy serves students, grades 6-12, from Morris, Coal City, Gardner-South Wilmington, Seneca, Plano, Oswego, Yorkville and Newark School Districts and is administered by the Grundy/Kendall Regional Office of Education.

In January 2013, the Grundy/ Kendall Regional Office of Education moved the Alternative School Program, known as Premier Academy, to its new location at the corner of Rt. 6 and Ashley Road. The new location allows all classrooms to be located under one roof and also offers a gymnasium and more office area.

The Professional Development Alliance

Overview

The Professional Development Alliance (PDA) is a cooperative agency of the Grundy-Kendall Regional Office of Education and the Will County Regional Office of Education. It provides professional development programs; consulting, facilitation, and technology services; and technical assistance to schools and other educational agencies in the three counties. This cooperative agreement leverages resources to provide the greatest amount and quality of services for Grundy and Kendall County schools for the funding available.

The PDA is supported through state funding, a variety of federal grants, and fees for services. The Grundy-Kendall ROE contributes its share of state and grant funding toward the operation of the PDA, and serves on the Board of Directors of the PDA.

Professional Development Offerings

In addition to workshops and trainings held at individual schools or districts and other public locations, the PDA offers a variety of open registration workshops and courses in its training center.

Statewide System of Support Services (SSOS)

Through this initiative Title I districts and schools are supported in creating and sustaining learning communities that foster increased achievement by utilizing data, ensuring alignment of classroom instruction with learning standards, maintaining a safe and orderly environment, as well as encouraging parental and community involvement. Services include intensive coaching and support to create and implement a comprehensive District (DIP) and School (SIP) Improvement Plan focused on student achievement. Other services include, job-embedded and on-going professional development for administration and staff aligned to DIP/SIP goals and strategies including leadership, data analysis, supporting English Language Learners, teaching pedagogy, classroom management, and parent involvement.

Graduate Cohort Programs

The PDA works with several universities in northern Illinois to bring Masters and Doctoral programs to educators at convenient locations in Grundy, Kendall, and Will counties at reduced rates.

Technology Services

Websites Hosted

- Grundy – Kendall ROE #24
- Newark District #66
- Newark HS
- Lisbon Elementary SD #90L
- Nettle Creek CCSD #24
- Kendall County Special Education Cooperative

Technology Services Continued:

Email Accounts

- Grundy – Kendall ROE #24
- Newark District #66
- Newark HS
- Lisbon Elementary SD #90L
- Nettle Creek CCSD #24
- Gardner Grade School
- Premier Morris

Email Filtering

- Grundy – Kendall ROE #24
- Newark District #66
- Newark HS
- Lisbon Elementary SD #90L
- Nettle Creek CCSD #24
- Gardner Grade School
- Premier Morris

Technology Assistance to Schools

- Phone and email support as well as limited site visits are provided to all Grundy and Kendall County Schools requesting assistance.

VISTA Learning

This program provides high quality refurbished computers to students in need who have been nominated by their teacher(s) and principal. The focus is to provide updated technology to promising students who would not otherwise have access to these tools to support their learning and achievement.

Evaluation App

For the school 2013-14 school year, the technology staff at the PDA developed and built an evaluation app. This app can be used on numerous media devices. The purpose of the app is to provide evaluators the ability to successfully evaluate educators in a cost efficient and timely manner. The app program incorporates rules established in Senate Bill 7 and the Performance Evaluation Reform Act (PERA). Vista Learning has entered into an agreement with an independent sales representative and has begun the marketing process. In addition, Vista Learning has submitted the necessary paperwork to receive a patent and the patent is pending.

Homeless Student Education Liaison Program

A homeless child is one who lacks a **"fixed, regular and adequate nighttime place of abode"** and includes children and youths who are

- **Sharing the housing** of other persons; i.e. 'doubled-up or couch-surfing' due to loss of housing, economic hardship, or a similar reason;
- Are living in **motels**, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations;
- Are living in emergency or **transitional shelters**; are abandoned in hospitals; or are awaiting foster care placement;
- Have a **primary nighttime residence** not designed for or ordinarily used as a regular sleeping accommodation for human beings.
- **Migratory children** qualify as homeless when living in circumstances described above
- This includes the "hidden homeless" - those who are **constantly moving** from one place to another and those who are one paycheck away from being on the streets.

In general, children or youth 'doubled-up or couch-surfing', living in welfare hotels, transitional housing, shelters, the streets, cars, abandoned buildings, and other inadequate accommodations are considered homeless. The (federal) **McKinney-Vento Homeless Education Assistance Act** and the **Illinois Education for Homeless Children Act** ensures homeless children **have a right to:**

- A **free**, appropriate public education including a priority to preschool programs (includes waiver of required school fees that would be a participation barrier for homeless families)
- The **choice** of staying in the school of origin or attending the school nearest their shelter or temporary home
- In the case of **unaccompanied youth**, consideration is given to the youth's wishes.
- **Immediate** enrollment even when medical records cannot be produced at the time of enrollment
- Assistance with **transportation** if needed

In the Grundy-Kendall Regional Office of Education service area, Christopher D. Mehochko, Regional Superintendent appoints a **Homeless Liaison** to provide public awareness and assist the school district's homeless liaison to eliminate barriers that may prevent homeless students from receiving immediate and full participation in educational activities.

Local School Districts: 'Homeless Liaison':

- Every local educational agency (LEA) must designate an appropriate staff person as a liaison for students in homeless situations.
- Liaisons must ensure that students enroll in, and have full and equal opportunity to succeed in, the schools of the LEA (This includes unaccompanied youths.)
- Children and youth in homeless situations are identified by school personnel and through coordination activities with other entities and agencies.

Contact: Mia Jusufi, Homeless Liaison, Office of the Regional Superintendent
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