

**KENDALL COUNTY BOARD AGENDA
ADJOURNED JUNE MEETING**

**Kendall County Office Building, Rooms 209 & 210
Wednesday, July 5, 2017 at 6:00 p.m.**

1. Call to Order
 2. Roll Call
 3. Determination of a Quorum
 4. Approval of Previous Month's Minutes
 5. Approval of Agenda
 6. Correspondence and Communications – County Clerk
 7. Special Recognition
 8. Citizens to Be Heard
 9. Executive Session
 10. New Business
 - A. Approval of Agreement to Renew the Food Services Contract with Consolidated Correctional Food Service for a one-year extension for the Kendall County Jail
 - B. Approval of Kendall County Board & Kendall County Forest Preserve District Salary Voucher
 11. Old Business
 12. Standing Committee Reports
 - A. Administration/HR
 1. Approval of 2018 Holiday Schedule
 - B. Economic Development
 - C. Finance Committee
 1. Approve claims in an amount not to exceed \$705,795.23 and Grand Juror Claims Date of Service 6-19-17 in an amount not to exceed \$ 273.84, Grand Juror Claims Date of Service 6-26-17 in an amount not to exceed \$ 1,478.60 and June Petit Jurors in an amount not to exceed \$2,600.24
 2. Approve Coroner Claims in an amount not to exceed \$2,419.09
 3. Fiscal Year 2018 Budget
 - D. Animal Control
 - E. Health and Environment
 - F. Committee of the Whole
 - G. Standing Committee Minutes Approval
 13. Special Committee Reports
 - A. Kencom Executive Board
 - B. Housing Authority
 - C. Historic Preservation
 - D. Board of Health
 - E. UCCI
 14. Chairman's Report
- Appointments
Announcements**
15. Other Business
 16. Citizens to be Heard
 17. Questions from the Press
 18. Executive Session
 19. Adjournment

**KENDALL COUNTY BOARD
ADJOURNED SEPTEMBER MEETING
June 6, 2017**

STATE OF ILLINOIS)
) SS
COUNTY OF KENDALL)

The Kendall County Board Meeting was held at the Kendall County Office Building, Room 209, in the City of Yorkville on Tuesday, June 6, 2017 at 6:27 p.m. The Clerk called the roll. Members present: Chairman Scott Gryder, Lynn Cullick, Bob Davidson, Elizabeth Flowers, Judy Gilmour, Matt Kellogg, Matthew Prochaska, and John Purcell.

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

THE MINUTES

Member Cullick moved to approve the submitted minutes from the Adjourned County Board Meetings of 5/2/17 and 5/8/17. Member Davidson seconded the motion. Chairman Gryder asked for a voice vote on the motion. All members present voting aye. **Motion carried.**

THE AGENDA

Member Cullick 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

Chairman Gryder recognized Assistant State's Attorney David Berault for his years of service to Kendall County and wished him well on his new endeavor.

CITIZENS TO BE HEARD

Larry Nelson updated the board on Kencom. Also in the audience is Josh Flanders from the Oswego Fire Department and Jen Stein who is the Assistant Director of Kencom. Kencom has about a 25 year old CAD (computer aided dispatch) system which currently does not talk electronically to the Fire and Police Departments; information needs to be reentered. They are looking to integrate to the New World/Tyler system that the county is using currently. Mr. Nelson said that an assignment is needed to assign the contract to Kencom so that they can take over and buy what they need to operate.

STANDING COMMITTEE REPORTS

Planning, Building & Zoning

2017 NPDES – MS 4

Member Davidson moved to approve the proposal from WBK Engineering for work related to the submittal of the annual report for the 2017 NPDES – MS 4 requirements in an amount of \$1,700 plus reimbursable costs (costs + 10%). Member Purcell 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 IGAM 17-17 is available in the Office of the County Clerk.

Village of Plattville

Member Davidson moved to approve an Intergovernmental Agreement between the Village of Plattville and the County of Kendall to administer the County's ordinances for zoning, building code, subdivision control, comprehensive plan and storm water management within the jurisdiction of the Village of Plattville for a term of one (1) year in the amount of \$1.00 plus associated costs paid by the Village of Plattville to the County of Kendall. Member Cullick seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

A complete copy of IGAM 17-18 is available in the Office of the County Clerk.

Administration/HR

Meeting Change

Member Cullick made a motion to change the second Admin HR meeting of the month from the 4th Tuesday, to the 3rd Wednesday of each month at 5:30pm. Member Purcell seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

ADA Statement

Member Cullick made a motion to approve the recommendation that the following ADA statement be added to all future County meeting agendas: If special accommodations or arrangements are needed to attend this County meeting, please contact the Administration Office at 630-553-4171, a minimum of 24-hours prior to the meeting time. Member Gilmour seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

Open Meeting Act Designee

Member Cullick made a motion to approve the County Administrator as the Open Meeting Act designee. Member Gilmour seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

Finance

CLAIMS

Member Cullick moved to approve the claims submitted in the amount of \$691,179.39 and May 2017 Petit Juror claims in an amount not to exceed \$1,742.51 and Grand Jurors date of service 5-8-17 in an amount not to exceed \$244.35. Member Purcell seconded the motion.

COMBINED CLAIMS: FCLT MGMT \$39,337.46, B&Z \$823.19, CO CLK & RCDR \$1,307.45, ED SRV REG \$548.69, SHRFF \$676.40, CRRCTNS \$2,551.64, EMA \$79.48, CRCT CT CLK \$5,836.98, JURY COMM \$1,607.23, CRCT CT JDG \$7,632.48, CRNR \$982.33, CMB CRT SRV \$24,081.07, PUB DFNDR \$1,734.98, ST ATTY \$4,264.71, EMPLY HLTH INS \$383,824.10, OFF OF ADM SRV \$382.14, GNRL INS & BNDG \$73.90, CO BRD \$92.28, TECH SRV \$2,780.69, CAP EXPND \$18,536.43, CAP IMPRV FND \$99.22, CO HWY \$6,120.57, CO BRDG \$7,441.55, TRNSPRT SALES TX \$14,641.02, HLTH & HMN SRV \$79,742.75, FRST PRSRV \$888.89, ELLIS HS \$362.46, ELLIS BRN \$203.73, ELLIS GRNDS \$156.37, SUNRISE CNTR \$304.95, HOOVER \$4,552.46, ENV ED CMPS \$130.00, ENV ED NTRL BGNNGS \$45.98, GRNDS & NTRL RSRCS \$540.48, ANML CNTRL EXPND \$252.45, ANML MED CR FND \$113.96, ANML CNTRL EXPS \$465.48, CO RCDR DOC STRG \$5,687.85, HIDTA \$8,490.85, CMSRY FND \$73.83, COOK CTY REIMB FND \$10.00, LAW LBRY \$8,209.50, JVNL JSTC CNCL \$348.00, CRT AUTOMA \$10,023.41, PRBTN SRV \$7,853.23, KC DRG CRT FND \$925.16, GIS \$2,035.80, KAT \$5,031.00, ENG/CNSLTG ESCRW \$3,437.53, CO RSRV \$67.46, EMPLY BNFT PRGM \$1,718.46, PUB SFTY \$13, 200.00, ANML POP CNTRL \$575.00, VAC \$6,951.19, CRNR SPCL FND \$2,375.17, FP BND PRCD \$950.00

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

Coroner Claims

Member Cullick moved to approve the Coroner claims in an amount not to exceed \$21,697.93. Member Kellogg seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye except Purcell who voted present. **Motion carried.**

Senior Citizen Levy Grants

Member Cullick moved to approve the Senior Citizen Social Services Levy Grants in an amount not to exceed \$328,000. Member Prochaska seconded the motion.

Members reviewed the amount requested by the agencies and the amount awarded to them.

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

**COUNTY OF KENDALL, ILLINOIS
RESOLUTION 2017-18**

A RESOLUTION ESTABLISHING DISTRIBUTION OF GRANTS FROM THE 2016 SENIOR CITIZEN SOCIAL SERVICES LEVY

WHEREAS, the Kendall County Board annually extends a property tax levy for Senior Citizen Social Services to enhance the independence of the elderly residents of Kendall County; and

WHEREAS, the Kendall County Board has appropriated \$328,000 for grants to agencies to benefit the senior citizens in Kendall County; and

WHEREAS, the Kendall County Board has determined the allocation of grants to agencies to benefit the senior citizens in Kendall County.

NOW, THEREFORE, BE IT RESOLVED that the Tax Year 2016, Fiscal Year 2017 Senior Citizen Levy is granted to these agencies, providing services to the seniors of Kendall County in these amounts:

Community Meals for Seniors	\$ 2,000
Community Nutrition Network	\$ 26,000
Fox Valley Older Adult Services	\$ 58,500
Kendall County Health Department	\$ 56,000
Oswegoland Seniors, Inc.	\$ 46,500
Prairie State Legal Services	\$ 9,000
Senior Services Associates, Inc.	\$ 120,000
VNA Health Care	\$ 10,000
Total	\$ 328,000

Approved and adopted by the County Board of Kendall County, Illinois, this 6 day of June 2017.

Scott Gryder
County Board Chairman

Debbie Gillette
County Clerk/Recorder

Law, Justice and Legislation

Member Prochaska moved to approve the amendment to the Adult Redeploy/Drug Court Agreement. Member Cullick seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

Animal Control

Revision to Illinois Bite Statute

Member Flowers stated that the item is not ready for a vote.

Health & Environment

Member Gilmour reviewed the minutes in the packet from the May 15, 2017 meeting.

Committee of the Whole

Chairman Gryder reviewed the minutes in the packet from the May 11, 2017 meeting.

STANDING COMMITTEE MINUTES APPROVAL

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

SPECIAL COMMITTEE REPORTS

Kencom

Member Gilmour stated that they approved the Grundy County 911 dispatch as Kencom's offsite backup center. They voted to approve the new CAD system from Tyler/New World. Board members discussed whether the item should or should not go out to bid.

Member Cullick was excused at 7:00pm.

Housing Authority

Member Prochaska stated that they will meet on June 9, 2017.

Historic Preservation

Member Flowers stated that they will have a booth at Prairie Fest and they are reviewing the ordinance.

Board of Health

Dr. Tokars stated that they are working on training for physicians and nurses on TB.

Juvenile Justice Council

Member Gilmour informed the board that they will meet in August.

CHAIRMAN'S REPORT

Appointments

David Zielke – Board of Review – 2 year term – expires June 2019
Theodore Schneller – Board of Review Alternate – 2 year term – expires June 2019

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

Announcements

Kristine Heiman – Historic Preservation Commission – 3 year term – Expires June 2020
Joel Frieders – Alternate KenCom Board, City of Yorkville

OTHER BUSINESS

Assistant State's Attorney David Berault said it has been a pleasure to serve the County; he enjoyed his time here

EXECUTIVE SESSION

Member Purcell made a motion to go into Executive Session for (11) Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. Member Kellogg seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye except Purcell who voted nay. **Motion carried 6-1.**

ADJOURNMENT

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

Approved and submitted this 8th day of June, 2017.

Respectfully submitted by,
Debbie Gillette
Kendall County Clerk



Kendall County

Office of the Sheriff

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



TO: Undersheriff Martin
FROM: D. C. Gillespie
SUBJECT: Food Service Agreement for the Jail
DATE: June 27, 2017

This memo is to let you know that the agreement for food services with Consolidated Correctional Food Service is at a stage where we need to take action. The initial agreement started on July 7, 2016 ends on July 6, 2017. Per the agreement the parties may agree to renew this agreement for up to two (2) additional consecutive one (1) year terms (agreement attached section 4).

I am recommending that we extend the agreement for one (1) year; Consolidated Correctional Food Service has provided an adequate food product at a fair price. I am also happy with the service that they provide the jail. Consolidated Correctional Food Service has submitted a price quote for the 2017 year of the agreement (price list attached). The meals go up by 2.3% which comes out to three (3) cents per meal.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "D. C. Gillespie".

Deputy Commander Joseph Gillespie #7

AGREEMENT TO RENEW THE 2016 "AGREEMENT FOR FOOD SERVICES AT THE KENDALL COUNTY JAIL" FOR ONE ADDITIONAL YEAR

Now Comes Consolidated Correctional Food Services, ("Contractor") and the County of Kendall, Illinois and the Kendall County Sheriff's Office ("KCSO"), (collectively "County"). Contractor and County hereby enter into this agreement ("2017 Renewal Agreement") to extend the 2016 "Agreement for Food Services at the Kendall County Jail" ("2016 Agreement") for one additional year, in accordance with the terms set forth herein.

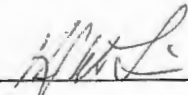
WHEREAS, the 2016 Agreement entered into by the Parties, is set to terminate July 6, 2017, unless it is renewed as permitted by agreement of the Parties, in Section 10 of the 2016 Agreement; and

WHEREAS, all Parties wish to exercise the renewal option, and to renew the 2016 Agreement for one additional year.

NOW THEREFORE, the Parties agree to the following:

1. **Recitals:** The above recitals are incorporated as if fully set forth herein.
2. **Incorporation:** The 2016 Agreement, is attached hereto, as Exhibit "1," and the 2016 Agreement, including all incorporated and referenced documents, is incorporated as if fully set forth herein. The terms of 2016 Agreement, unless expressly modified by this 2017 Renewal Agreement, remain binding and enforceable by and against all Parties.
3. **Term:** The term of the Renewal Agreement starts on July 7, 2017, and continues until July 6, 2018. Pursuant to Section 4 of the 2016 Agreement, the Parties may agree to extend the 2016 Agreement for one additional, consecutive, one-year term after the termination of this 2017 Renewal Agreement.
4. **Pricing:** The meal pricing during the term of 2017 Renewal Agreement is set forth in the June 19, 2017 letter received by KCSO from Contractor, which is attached as Exhibit "2," and incorporated as if fully set forth herein.

IN WITNESS WHEREOF, the Parties have caused this 2017 Renewal Agreement to be executed by their duly authorized representatives on the date signed. The effective date of this 2017 Renewal Agreement shall be July 7, 2017.

<p>Consolidated Correctional Food Service:</p> <p>Signature: <u></u></p> <p>Name: <u>RICK W. LEVI</u></p> <p>Job Title: <u>CEO</u></p> <p>Date: <u>6/28/17</u></p>	<p>Kendall County:</p> <p>_____ Date: _____</p> <p>Scott Gryder, Board Chairman</p> <p>_____ Date: _____</p> <p>Debbie Gillette, County Clerk</p> <p>_____ Date: _____</p> <p>Dwight Baird, Sheriff</p>
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**AGREEMENT FOR FOOD SERVICES
AT THE KENDALL COUNTY JAIL**

Now comes Consolidated Correctional Food Service, hereinafter referred to as "Contractor," and also comes the County of Kendall Illinois and the Kendall County Sheriff's Office ("KCSO"), hereinafter collectively referred to as "County." County and Contractor do hereby enter into this Agreement to provide Food Services at the Kendall County Jail ("Facility") this 31st day of MAY, 2016 ("Agreement"). Contractor shall provide meals at Facility upon terms and conditions as set forth herein.

RECITALS:

WHEREAS, the Constitution of the State of Illinois of 1970, Article VII, Section 10, provides that units of local government "may contract or otherwise associate with individuals, associations, and corporations in any manner not prohibited by law or by ordinance"; and

WHEREAS, County seeks to obtain food services at the Facility ("Services") and, in compliance with proper statutory procedure, County submitted the Kendall County Sheriff's Office Request for Proposals to Provide Food Services for Kendall County Jail, dated 4/29, 2016, ("RFP"), seeking vendor proposals for these Services, a true and correct copy of which is attached as Exhibit A; and

WHEREAS, after receiving and reviewing all properly submitted proposals, including the proposal from Contractor, attached as Exhibit B, County determined Contractor was the lowest, responsible Vendor proposing services in the best interest of the County; and

WHEREAS, County and Contractor wish to enter into an agreement wherein Contractor will provide Services to Facility consistent with the terms of this Agreement and the RFP; and

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

1. **RECITALS:** The above recitals are incorporated as if fully restated herein.
2. **RFP:** The RFP from which this Agreement resulted is incorporated as if fully restated herein, including all appendices attached thereto. In the event of a conflict between the RFP and this Agreement, the Agreement governs.
3. **STATUTORY COMPLIANCE:** Contractor hereby agrees to furnish nutritious wholesome and palatable food to inmates and staff in accordance with this Agreement. The food service shall meet all current standards as established by:

- A. The American Correctional Association,
- B. The Food and Nutritional Board of the National Academy Science as prescribed for inmate, and
- C. The State of Illinois.

4. TERM: The initial term of this Agreement shall be from the 7TH day of July 2016 through and including the 6TH day of July, 2017. The parties may agree to renew this Agreement for up to two additional, consecutive, one-year terms. At the conclusion of this Agreement, the KCSO may extend the Agreement up to 120 calendar days for purposes of establishing a new contract or obtaining a new Contractor.

5. PRICES: Pricing shall be set at \$ see attached price quote per meal for the first one-year term of this Agreement.

6. ANNUAL PRICE ADJUSTMENTS: If the Agreement is extended for additional terms, the prices for those terms shall be as agreed to by parties and shall be set forth in writing, signed by both parties, prior to the start of the next contract term.

7. PROMPT PAYMENT: Contractor shall bill County approximately ten (10) business days after the end of the month in which services are rendered. Payment to Contractor will be made in accordance with the Local Government Prompt Payment Act. (50 ILCS 505/1).

8. OPERATIONAL RESPONSIBILITIES

A. Services: Contractor shall be responsible for the following services pursuant to the terms of this Agreement.

- i. Contractor shall provide three meals per day, including one cold (breakfast) and two hot meals (lunch and dinner). Breakfast shall be served cold. The daily caloric content should average at least 2,400 calories.
- ii. Meal delivery shall be set at a time mutually agreed upon between Contractor and Jail Administrator.
- iii. All menus shall be reviewed and approved by the Contractor's Registered Dietitian prior to being prepared and served, and must be adjusted according to the recommended dietary allowances stated by the National Academy of Sciences, United States Department of Agriculture, and the United States Department of Health and Human Services.
- iv. Contractor shall maintain detailed records of all meals served.
- v. Contractor will provide holiday meals on the following days:

- Christmas, Easter, Fourth of July, and Thanksgiving.
- vi. No food extenders or filler will be used.
 - vii. Contractor must maintain and submit weekly documentation of menus as they are actually served to the Jail Administrator for informational purposes.
 - viii. Therapeutic diets shall be available upon medical authorization. Specific diets shall be prepared and served to inmates according to the orders of the responsible health authority, including snacks for diabetic prisoners. Special diets for religious reasons shall be accommodated as directed by the policies of the Facility.
 - ix. Contractor shall provide sack meals as requested.
 - x. Contractor will not prepare or serve pork, ham, bacon or any similar product containing any pork.
 - xi. Special meals for medical, religious, or safety issues are included in the Agreement pricing.
 - xii. The Contractor shall furnish meals to KCSO Corrections employees who are on duty at the time of meal service. Employees will pay for their meals directly through County. Contractor will bill County for employee meals at the same rate as inmate meals and provided a count of employee meals under a mutually agreed upon system. Employee's meals should be of the same type as inmate meals, unless other accommodations are agreed to by both parties.
 - xiii. Contractor employee meals shall be provided for by Contractor, at no cost to the County, and should be of the same type as inmate meals.
 - xiv. Contractor will provide food and meals as necessary in coordinating a response to a community-wide emergency or natural disaster, if requested by KCSO to do so, and at a cost comparable to the rate set forth in this Agreement.
 - xv. Upon request by Jail Administrator, but only up to twice every 12 months, in order to consume and rotate KCSO's emergency supplies, the Contractor will prepare and serve, at no charge to the County, food furnished by the KCSO and maintained as part of KCSO's emergency supplies. On these days, Contractor will compensate County for the cost of any meals provided to Contractor's employees at the rate of inmate meals. County employees will pay the County for their meals at the rate set by the County for employee meals.

B. Food Preparation Standards:

- i. Contractor shall be responsible for all meals and insure that the entire food preparation, kitchen, kitchen restrooms, utensils, appliances, food service, and storage shall comply with all relevant standards and rules set by the Illinois Department of Public Health, Illinois Jail

- Standards, and American Correctional Association Standards.
- ii. Only USDA inspected and approved meats, poultry, eggs, and dairy products may be used.
 - iii. Contractor will cause the food to be plated or trayed in an eye-pleasing manner.
 - iv. Meals shall be prepared, cooked, and portioned by civilian labor provided by Contractor.
 - v. Contractor shall keep utensils, equipment, kitchen, bathroom, and storage areas continuously clean and tidy, in a manner that satisfies the State Jail Inspector, American Correctional Association Standards, the Jail Administration, and the Kendall County Health Department.
 - vi. Contractor shall obtain/possess any licenses and/or certificates required to furnish meals to adult inmates.
 - vii. Contractor shall assure that the dietary operation is in compliance with the standards set by the American Correctional Association and the State Department of Corrections.
 - viii. Contractor will obey all Federal, State, and local laws and ordinances regarding health, sanitation, and safety.

C. Employees/Inmate Labor

- i. Contractor will provide a list of employees and agents, identified by name, and title at the time this Agreement is executed. Contractor shall timely update that list throughout the term of the Agreement.
- ii. All inmate labor will be trained and carefully supervised by Contractor's employees.
- iii. Contractor's employees shall hold appropriate licenses and certifications required for this type of food service.
- iv. Contractor shall be responsible for any damage by its employees or agents, or damage done by inmate workers due to gross lack of training or supervision by Contractor, its employees or agents.

D. Security:

- i. KCSO will at all times be responsible for the physical security of the Facility and the continuing security of the inmates.
- ii. Contractor's employees and agents will be responsible for the security and control of their County issued keys and work tools. All tools, such as knives, peelers, etc., will be kept in a locked area when not in use. Contractor shall maintain a recorded inventory of all such items, and shall document any time an item is removed and returned to the locked area.
- iii. Contractor's employees and agents will follow security procedures established by the KCSO and the County and will take direction from

the KCSO correctional staff in an emergency situation.

- E. Grievances: Upon request of County, Contractor shall be responsible to answer and remedy, if appropriate, inmate grievances and complaints regarding food services.

9. EQUIPMENT AND FACILITIES:

- A. Contractor shall provide, if needed, any equipment necessary for the transportation of products, supplies, and personnel to or from the Facility. Contractor shall furnish all supplies, commodities, and equipment not supplied by County, but which are necessary for the efficient, sanitary, and economically sound operation of the food services program outlined in the Agreement. This shall include all cleaning and paper supplies not provided by County.
- B. Contractor shall supply all food, seasonings, and ingredients for the food service and kitchen at Facility.
- C. County shall furnish cleaning supplies, pots, pans, kitchen equipment, and utensils identified in appendix B of the RFP.
- D. County will provide, install, maintain, repair, and permit the Contractors to use the Capital Equipment which the County placed within the Facility.
- E. Contractor must provide disposable utensils for all persons identified by County staff as having communicable disease. Disposable utensils, plates, cups, etc., are to be biodegradable or able to be recycled. Polystyrene is not acceptable.
- F. Contractor shall properly use and maintain all County equipment. Contractor will be responsible for repair of damaged equipment due to negligence or willful conduct of Contractor's employees or agents. The County will provide preventative maintenance and repair service on all County owned equipment.
- G. County shall supply all utilities relating to the operation of the food service area, including garbage service, natural gas, water, and electric. County shall supply internet access, if needed, and basic local phone service. Any toll or long distance charges incurred by Contractors employees or agents will be reimbursed by the Contractor within thirty (30) calendar days after receipt of the bill. The Contractor will direct efforts at conserving utilities whenever possible.
- H. Facility shall at no times be used for the preparation of any foods or beverages other than those products to be delivered under Agreement.

I. Contractor and the County shall jointly inventory all Capital Equipment and food service related items under Contractor's direct control at the inception of the Agreement and annually thereafter. Copies of the inventory will be retained by Contractor and by the County. Contractor shall provide equivalent quality replacement supplies as necessary. All replacement supplies shall become the property of County.

10. NOTICE: Any notice required or permitted to be given pursuant to this Agreement shall be duly given if sent by fax, certified mail, or courier service and received, by the party listed below:

Notice to Kendall County: Kendall County Sheriff's Office
Attention: Sheriff Dwight Baird
Kendall County Public Safety Center
1102 Cornell Lane
Yorkville, Illinois, 60560
fax (630) 553-4379

with copy sent to: Kendall County State's Attorney
807 John Street
Yorkville, Illinois, 60560
fax (630) 553-4204

Notice to Contractor: Consolidated Correctional Foodservice
ATTN: Rick W. Levi
2670 106th St, Ste 140
Des Moines, IA 50322
Fax: (515) 254-0394

11. TERMINATION: Contractor may terminate this Agreement by providing one hundred and eighty (180) calendar days written notification. The County may terminate this Agreement upon thirty (30) calendar days written notice. In case of such termination, the Contractor shall be entitled to receive payment from the County for work completed prior to the termination date, but shall not be responsible for any additional costs, damages, and/or fees. In the event that this Agreement is terminated due to Contractor's default, the County shall be entitled to purchase substitute items and/or services elsewhere and charge the Contractor for any or all losses incurred, including attorney's fees and expenses. The Contractor will be deemed to have defaulted upon its failure to provide services consistent with, and as required by this Agreement.

Contractor shall notify County immediately of any change in its status resulting from any of the following: (a) Contractor is acquired by a non-affiliated party; (b) Contractor becomes insolvent; (c) Contractor, voluntarily or by operation law,

becomes subject to the provisions of any chapter of the Bankruptcy Act; or (d) Contractor ceases to conduct its operations in normal course of business. County shall have the option to terminate its contract with Contractor immediately on written notice based on any such change in status. For the purposes of this Agreement, a non-affiliated party shall mean any corporation, limited liability company or any other person that is not controlling, controlled by, or under common control with the Contractor.

12. WARRANTIES. All services to be undertaken by Contractor shall be carried out by competent and properly trained personnel of Contractor to the highest standards and to the satisfaction of County. All services, materials, and components shall conform to relevant manufactures' and equipment suppliers' specifications, and all equipments shall be obtained from original manufactures or suppliers approved by County. No warranties implied or explicit may be waived or denied.
13. ASSIGNMENT. Neither party shall assign, sublet, sell, or transfer its interest in this Agreement without the prior written consent of the other. The terms and conditions of this Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective successors and assigns.
14. FORCE MAJEURE. Neither party will be responsible to the other for damage, loss, injury, or interruption of work if the damage, loss, injury, or interruption of work is caused solely by conditions that are beyond the reasonable control of the parties, and without the intentional misconduct or negligence, of that party (hereinafter referred to as a "force majeure event"). To the extent not within the control of either party, such force majeure events include: acts of God, acts of any governmental authorities, fire, explosions or other casualties, vandalism, and riots or war. A party claiming a force majeure event ("the claiming party") shall promptly notify the other party in writing, describing the nature and estimated duration of the claiming party's inability to perform due to the force majeure event. The cause of such inability to perform will be remedied by the claiming party with all reasonable dispatch.
15. BACKGROUND CHECKS/SECURITY: Contractor shall exercise general and overall control of its officers, employees and agents. Contractor agrees that no one shall be assigned to perform work at the Facility on behalf of Contractor, Contractor's consultants, subcontractors and their respective officers, employees, agents and assigns unless KCSO has completed a criminal background investigation for each individual. In the event that the individual's criminal background investigation reveals that the individual has a conviction record that has not been sealed, expunged or impounded under Section 5.2 of the Criminal Identification Act, Contractor agrees that the individual shall not be assigned to perform work on or at the Facility absent prior written consent from County and KCSO. County, at any time, for any reason and

in County's sole discretion, may require Contractor and/or Contractor's employees, consultants, and/or subcontractors to remove any individual from performing any further work under this Agreement.

Contractor understands, and agrees, that any person who takes into, or out of, or attempts to take into, or out of, the Facility, or the grounds belonging to or adjacent to the Facility, any item not specifically authorized by the Facility, such as contraband, shall be prosecuted. All persons, including Contractor's employees, agents, and visitors, entering the Facility are subject to routine searches of their persons, vehicles, property and/or packages at anytime without prior notice. Contraband shall include, but not be limited to, any dangerous drug, narcotic drug, intoxicating liquor, deadly weapon, dangerous instrument, ammunition, explosive or any other article whose use of or possession of would endanger the safety, security or preservation of order in a correctional facility or any persons therein. Contractor further agrees that it shall notify KCSO personnel of the loss or breakage of any tools and equipment while within the Facility.

16. HOLD HARMLESS / INDEMNIFICATION: Contractor will hold harmless and indemnify the County and the Kendall County Public Building Commission, together with their respective officials, officers, employees, including their past, present, and future board members, elected officials and agents with counsel of the County's own choosing, against all liabilities, claims, suits, demands, proceedings, and actions for any loss or damage, including reasonable attorneys' fees and other costs of litigation, caused or necessitated solely by the negligent, reckless, intentional, or deliberately indifferent conduct of Contractor, its employees, and agents, Pursuant to Illinois law, 55 ILCS 5/3-9005, any attorney representing the County, under this paragraph, must be approved by the Kendall County State's Attorney and appointed a Special Assistant State's Attorney. County's and the Kendall County Public Building Commission's participation in their defense shall not remove Contractor's duty to indemnify, defend, and hold County and the Kendall County Public Building Commission harmless, as set forth above.
17. INSURANCE: Contractor will obtain and continue in force, during the term of this Agreement, all insurance as set forth below. Each insurance policy shall not be cancelled or changed without thirty (30) days prior written notice, given by the insurance carrier to County. Before starting work hereunder, Contractor shall deposit with County certificates evidencing the insurance it is to provide hereunder: (a) Worker's Compensation and Occupational Disease Disability insurance, in compliance with the laws of the jurisdiction where the work is being performed, (b) Employer's comprehensive general liability insurance for both personal injury and property damage in the minimum amount of \$1,000,000 for each accident and \$2,000,000 aggregate per project, (c) Comprehensive business automobile liability

insurance in the minimum amount of \$1,000,000 combined single limit, (d) Minimum umbrella occurrence insurance of \$5,000,000 per occurrence and \$5,000,000 aggregate, (e) Professional liability insurance in the minimum amount of \$1,000,000 combined single limit. County, and the Kendall County Public Building Commission shall be named as an Additional Insured on a Primary and Non-Contributory basis with respect to the general liability, business auto liability and excess liability insurance. Further, the general liability and workers' compensation policies must include a waiver of subrogation in favor of County and the Kendall County Public Building Commission. County and the Kendall County Public Building Commission shall also be designated as certificate holders.

18. PRISON RAPE ELIMINATION ACT OF 2003 (PREA): Contractor will comply with PREA, applicable PREA standards, and the KCSO policies related to PREA for preventing, detecting, monitoring, investigating, and eradicating any form of sexual abuse within Facility. Contractor acknowledges that, in addition to self-monitoring, KCSO may conduct announced or unannounced monitoring to include on-site monitoring.
19. REMEDIES: In any action with respect to this Agreement, the parties are free to pursue any legal remedies at law or in equity. If County is required to take legal action to enforce performance of any of the terms, provisions, covenants and conditions of this Agreement, and by reason thereof, County is required to use the services of an attorney, then County shall be entitled to reasonable attorneys' fees, court costs, expenses and expert witness fees incurred by County pertaining thereto and in enforcement of any remedy, including costs and fees relating to any appeal.
20. INDEPENDENT CONTRACTOR RELATIONSHIP: It is understood and agreed that Contractor is an independent contractor and is not an employee of, partner of, agent of, or in a joint venture with County. Contractor understands and agrees that Contractor is solely responsible for paying all wages, benefits and any other compensation due and owing to Contractor's officers, employees, and agents for the performance of services set forth in the Agreement. Contractor further understands and agrees that Contractor is solely responsible for making all required payroll deductions and other tax and wage withholdings pursuant to state and federal law for Contractor's officers, employees, and/or agents who perform services as set forth in the Agreement. Contractor also acknowledges its obligation to obtain appropriate insurance coverage for the benefit of Contractor, Contractor's officers, employees and agents and agrees that County is not responsible for providing any insurance coverage for the benefit of Contractor, Contractor's officers, employees and agents. Contractor hereby agrees to defend with counsel of County's own choosing, indemnify and waive any right to recover alleged damages, penalties, interest, fees (including attorneys' fees), and/or costs from County, its board members, officials, employees, insurers, and

agents for any alleged injuries that Contractor, its officers, employees and/or agents may sustain while performing services under the Agreement.

21. CERTIFICATION: Contractor certifies that Contractor, its parent companies, subsidiaries, and affiliates are not barred from entering into this Agreement as a result of a violation of either 720 ILCS 5/33E-3 or 5/33E-4 (bid rigging or bid rotating) or as a result of a violation of 820 ILCS 130/1 *et seq.* (the Illinois Prevailing Wage Act)

Contractor further certifies by signing the Contract documents that Contractor, its parent companies, subsidiaries, and affiliates have not been convicted of, or are not barred for attempting to rig bids, price-fixing or attempting to fix prices as defined in the Sherman Anti-Trust Act and Clayton Act. 15 U.S.C. § 1 *et seq.*; and has not been convicted of or barred for bribery or attempting to bribe an officer or employee of a unit of state or local government or school district in the State of Illinois in that Officer's or employee's official capacity. Nor has Contractor made admission of guilt of such conduct which is a matter of record, nor has any official, officer, agent, or employee of the company been so convicted nor made such an admission

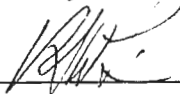
22. PROTECTION OF WORK AND CLEAN-UP: The Contractor shall be responsible for the protection of all work (including, but not limited to, all work performed by Contractor and all subcontractors) and shall at Contractor's own expense replace damaged or lost materials or repair damaged parts of the work, and the Contractor shall be liable therefore. Contractor and subcontractors shall take all risks from floods and casualties, and shall make no claim for damages for delay from such causes. The Contractor and subcontractors may, however, be allowed a reasonable extension of time on account of such delays, subject to the conditions herein before specified. The Contractor shall remove from the vicinity of the Facility all surplus material or equipment belonging to Contractor and subcontractors. within a reasonable time or as directed by the County.

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

24. AUTHORITY TO EXECUTE AGREEMENT: County and Contractor each hereby warrant and represent that their respective signatures set forth below have been and are on the date of this Agreement duly authorized by all necessary and appropriate corporate and/or governmental action to execute this Agreement.

25. CHOICE OF LAW AND VENUE: This Agreement shall be construed in accordance with the law and Constitution of the State of Illinois and if any provision is invalid for any reason such invalidations shall not render invalid other provisions which can be given effect without the invalid provision. The parties agree that the venue for any legal proceedings between them shall be the Circuit Court of Kendall County, Illinois, Twenty-Third Judicial Circuit, State of Illinois.
26. TAXES: Contractor acknowledges that County is exempt from federal excise and transportation taxes. County is also exempt from payment of Illinois Sales Tax. KENDALL COUNTY TAX EXEMPTION IDENTIFICATION NUMBER: xxxxxx. The County agrees to notify Contractor promptly in the event of a change in its tax-exempt status.
27. ENTIRE AGREEMENT: This Agreement represents the entire Agreement between the parties and there are no other promises or conditions in any other Agreement whether oral or written. This Agreement supersedes any prior written or oral agreements between the parties and may not be modified except in writing acknowledged by both parties.
28. COUNTERPARTS: This Agreement may be executed in counterparts (including facsimile signatures), each of which shall be deemed to be an original and both of which shall constitute one and the same Agreement.


IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized officers on the above date.



 Consolidated Correctional Food Service

5/31/16

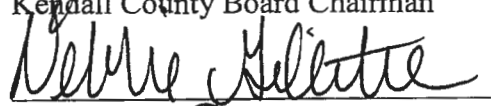
 Date

COUNTY OF KENDALL, ILLINOIS


 John A. Shaw
 Kendall County Board Chairman

5/17/16

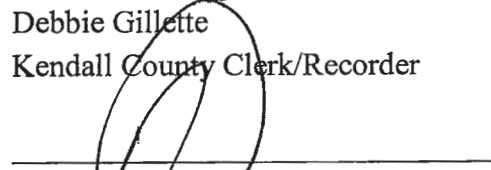
 Date



 Debbie Gillette
 Kendall County Clerk/Recorder

5/17/16

 Date



 Dwight Bajrd
 Kendall County Sheriff

6/6/16

 Date



June 19, 2017

Deputy Commander Joseph Gillespie
 Kendall County Sheriff's Office
 1102 Cornell Lane
 Yorkville, IL 60560

Dear Commander Gillespie:

Per the terms of our contract dated May 31, 2016, we are permitted to increase our per meal rate for food service annually.

The Consumer Price Index (see attached) from May 2016 to May 2017 has changed 2.3%. Therefore, the following rates are effective July 7, 2017:

Level	# of meals	Current Rate/Meal	New Rate/Meal
1	80-89	\$1.48	\$1.51
2	90-99	\$1.39	\$1.42
3	100-109	\$1.33	\$1.36
4	110-119	\$1.28	\$1.31
5	120-129	\$1.23	\$1.26
6	130-139	\$1.19	\$1.22
7	140-149	\$1.16	\$1.19

Thank you for the opportunity to continue to serve you. It is always a pleasure working with you.

Sincerely,

Dan Wilbur

Dan Wilbur
 Regional Manager

Attachment

cc: Food Service Director
 Accounting, Unit Support Center

Kendall County Board & Kendall County Forest Preserve District Salary Voucher

Yorkville, Illinois

Pay To: _____

Employee No. _____

EXHIBIT 1B

Month _____ (covers the 1st through the 31st)

Monthly Board Salary \$200.00

0102-032-6101

**** This form must be submitted monthly to the Treasurer's Office at the end of each month for which you are requesting payment.****

****To be eligible for reimbursement you must submit this voucher within 30 days of the end of the month for which you are requesting payment.****

****If you attend more than one meeting on the same day, please request payment for only ONE of the meetings you attended for that date.****

County Board, Forest Preserve Dist., Committee of the Whole, Standing Board Committees and Special Appointments: (Only submit for meetings you wish to be paid.)

Meeting Name

Date

Meeting Name

Date

<input type="checkbox"/>	County Board/Forest Preserve	_____
<input type="checkbox"/>	County Board/Forest Preserve	_____
<input type="checkbox"/>	COW	_____
<input type="checkbox"/>	Animal Control	_____
<input type="checkbox"/>	Economic Development	_____
<input type="checkbox"/>	Facilities Management	_____
<input type="checkbox"/>	Finance	_____
<input type="checkbox"/>	2nd Finance	_____
<input type="checkbox"/>	Health & Environment	_____
<input type="checkbox"/>	Law, Justice and Legislation	_____
<input type="checkbox"/>	Highway	_____

<input type="checkbox"/>	Human Resources/Admin.	_____
<input type="checkbox"/>	2nd HR / Admin.	_____
<input type="checkbox"/>	Labor & Grievance	_____
<input type="checkbox"/>	PBZ	_____
<input type="checkbox"/>	Forest Preserve Finance	_____
<input type="checkbox"/>	Forest Preserve Operations	_____
<input type="checkbox"/>	Forest Preserve COW	_____
<input type="checkbox"/>		_____
<input type="checkbox"/>		_____
<input type="checkbox"/>		_____
<input type="checkbox"/>		_____

TOTAL # of County Per Diems _____ X \$90.00 = _____ 0102-032-6115

TOTAL # of Forest Pres. Per Diems _____ X \$36.00 = _____ 2702-000-6115

TOTAL PAY: _____

By signing my name below, I hereby affirm that the information provided herein is true and complete to the best of my knowledge and that I have not already been paid for these claims.

Signature

Date

COUNTY OF KENDALL, ILLINOIS
ADMINISTRATION HUMAN RESOURCES COMMITTEE
Meeting Minutes
Tuesday, June 27, 2017

CALL TO ORDER - Committee Chair Lynn Cullick called the meeting to order at 5:30p.m.

ROLL CALL

Attendee Name	Status	Arrived	Left Meeting
Judy Gilmour	Here		
Matthew Prochaska	Present		
Lynn Cullick	Here		
Elizabeth Flowers	ABSENT		
John Purcell	Here		

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

Others Present: Bob Jones, Scott Koepfel, Mike Neuenkirchen, Tracy Page

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES – May 23, 2017

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

CBIZ Update – Scott Koepfel reported that Mr. Pajauskas met with the union representatives and United Healthcare representatives regarding better understanding of the HSA and HMO plans.

DEPARTMENT HEAD AND ELECTED OFFICIAL REPORTS

Bob Jones, Treasurer’s Office – Mr. Jones reported on an employee that enrolled for family coverage during open enrollment, but was only entered for single coverage in the United Healthcare system. Mr. Jones said has agreed to go back to April 2017, but that they denied retroactive back to January 2017. Mr. Jones asked if the committee wanted to reimburse the employee for the difference in the cost between single and family for the months of January, February and March 2017.

Mr. Jones also reported on the distribution of the HSA funds upfront, and the possibility of someone leaving the plan mid-year. Discussion on pro-rating amounts for additions to the HSA plan in mid-year, life-changing event qualifiers, timelines for the selection of providers for 2018, open enrollment dates, Lincoln Insurance invoice discrepancies for July 2017 and quote for 2018,

P-T vacation and personal time-off guidelines, and an update on the reorganization and transitioning of the employee benefits to the Treasurer's Office.

COMMITTEE BUSINESS

- *Approval of 2018 County Holiday Schedule* – Member Prochaska made a motion to forward the 2018 Holiday Schedule to the County Board for approval, second by Member Gilmour. **With four members voting aye, the motion carried.**
- *Update on IDOT Funding Issues and Kendall Area Transit (K.A.T.)* – Mike Neuenkirchen reviewed the letter from IDOT regarding the letter sent to all contractors partially funded by the State of Illinois. Mr. Neuenkirchen said that there is a small portion of federal funds (5311) that will not come through until the state passes a budget. MR. Neuenkirchen stated that Kendall Area Transit did operate for 6 months last year with funding cuts last fiscal year. Mr. Neuenkirchen reported that HB 2453 directs that all funds allocated for downstate operating assistance funds will bypass the general fund.

Mr. Neuenkirchen also reported that the K.A.T ridership will end this fiscal year on a 4-5 percent increase over last year, with the majority of the growth coming in the last 6 months.

Mr. Neuenkirchen also stated that there are a couple of buses that they are trying to dispose of, and are awaiting release from IDOT. They hope to have those ready for presentation to the County Board for disposal in July.

- *Discussion of Transfer of Sheriff's Office Employee Worker's Compensation Responsibilities – Sheriff's Office/Administration* – Member Cullick asked Tracy Page about her current responsibilities regarding Workers Compensation for Sheriff's Office employees, her access to the IPMG system, employee files, entry of new claims into the system, claim invoices that need to be paid, communication between the Administration Office and Sheriff's Office regarding claims, and continued reporting of claim updates and information to the Admin HR Committee. Discussion on transitioning the Sheriff's Office Worker's Compensation responsibilities to the Sheriff's Office.

Scott Koeppel reported that he, Sheriff Baird, Tracy Page and Latreese Caldwell will meet to discuss the specifics of transferring the responsibilities for the Sheriff's Office Workers Compensation to the Sheriff's Office Executive Assistant.

- *Discussion on Codification* – Discussion on the process for codification, and current funds available for digitalization of the records/codification of records dating back to 1841. Mr. Koeppel reported that in discussions with Debbie Gillette, she informed him that she has been scanning the majority of the documents personally. **There was consensus by the committee to allow the County Clerk to proceed with scanning in preparation for codification.**
- *Organizational Chart* – Mr. Koeppel reported that he received the Deputy County Administrator and County Administrator job descriptions with comments and suggestions from the State's Attorney's Office, and the organization chart was created based on the two job descriptions. There was consensus by the committee to review the County Administrator and Deputy County Administrator positions and determine the correct structure of the

Administration Office Organizational chart based on the two job descriptions at the July 6, 2017 meeting.

- *Deputy Administrator Job Description* – Item tabled to the July meeting

ITEMS FOR COMMITTEE OF THE WHOLE - None

ACTION ITEMS FOR COUNTY BOARD

- *Approval of 2018 County Holiday Schedule*

PUBLIC COMMENT – None

EXECUTIVE SESSION - Member Prochaska made a motion to enter into Executive Session for the purpose of the review of discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06, 5ILCS 120-2, second by Member Gilmour.

Roll Call: Member Purcell – no, Member Cullick – yes, Member Gilmour – yes, Member Prochaska - yes.
With four members present voting aye, the committee entered into Executive Session at 7:24p.m.

Committee Members Absent: Elizabeth Flowers

Date of Executive Session	Retained	Released
February 4, 2016	X	
March 3, 2016	X	
June 28, 2016	X	
July 7, 2016	X	
August 4, 2016	X	
August 23, 2016	X	
September 27, 2016	X	
October 24, 2016	X	
March 6, 2017	X	
April 25, 2017 – Session 1	X	
April 25, 2017 – Session 2	X	

With all in agreement, the committee reconvened in Open Session at 7:27p.m.

MEETING ADJOURNMENT

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

This meeting was adjourned at 7:29p.m.

Respectfully Submitted,

Valarie McClain
Recording Secretary

IN THE CIRCUIT COURT FOR THE TWENTY-THIRD JUDICIAL CIRCUIT

GENERAL ORDER 17-3

IN THE MATTER OF THE ADOPTION OF)
THE COURT CALENDAR FOR THE YEAR)
2018:)

FILED
JUN 20 2017
Maureen A. Josh
Clerk of the Circuit Court
DeKalb County, Illinois

IT IS HEREBY ORDERED THAT:

The Circuit Court for the 23rd Judicial Circuit of the State of Illinois shall adjourn, and the Office of the Circuit Clerks of DeKalb and Kendall Counties shall be closed on the following legal holidays for the year 2018:

<u>HOLIDAY</u>	<u>OBSERVED</u>
New Year's Day	Monday, January 1, 2018
Martin Luther King, Jr. Day	Monday, January 15, 2018
Lincoln's Birthday	Monday, February 12, 2018
President's Day	Monday, February 19, 2018
Spring Holiday (Close at 12 p.m.)	Friday, March 30, 2018
Memorial Day	Monday, May 28, 2018
Independence Day	Wednesday, July 4, 2018
Labor Day	Monday, September 3, 2018
Columbus Day (Observed)	Monday, October 8, 2018
Veterans' Day (Observed)	Monday, November 12, 2018
Thanksgiving Day	Thursday, November 22, 2018
Day Following Thanksgiving Day	Friday, November 23, 2018
Christmas Eve	Monday, December 24, 2018
Christmas Day	Tuesday, December 25, 2018

Dated this 20th day of June, 2017


Robbin J. Stuckert, Chief Judge

KENDALL COUNTY ILLINOIS

Economic Development Committee

UNOFFICIAL Meeting Minutes
Friday, May 19, 2017

Call to Order

The meeting was called to order by Chair Audra Hendrix at 9:02 a.m.

Roll Call

Committee Members Present: Chair Audra Hendrix, Scott Gryder, Lynn Cullick, Matt Kellogg (arrived at 9:32 am),

Committee Members Absent: Elizabeth Flowers

Staff Present: Andrez Beltran, Economic Development and Special Projects Coordinator
Members of the Public: Corinna Cole, Economic Development Director of the Village of Oswego; Gail Johnson, Village President of the Village of Oswego.

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

Approval of Meeting Minutes – Member Cullick made a motion to approve the meeting minutes from the April 21, 2017 meeting. Seconded by Member Gryder. **Approved 3-0.**

Committee Business

Revolving Loan Fund

- *Approve Village of Oswego application for loan in amount of \$639,000*

Ms. Cole went over the possible details of the loan to the County, and how the loan from Oswego to the developer would be structured to mitigate risk. Ms. Cole also spoke about the potential positive financial impacts of the project to the County as well as quality of life improvement. Ms. Johnson also spoke about the importance the loan would have to Oswego and the relationship between the County and Oswego.

The Committee discussed the collateral of the loan, which currently is proposed as full faith and credit.

At 10:00 am, Chair Hendrix called for an eight minute recess. The Committee went into recess.

At 10:09 am, Chair Hendrix called the Committee back from recess.

After a period of discussion, Member Gryder made the motion to postpone further discussion until after discussion of the Revolving Loan Recapture Strategy. Member Cullick seconded. **Approved 4-0.**

The item was never revisited before the meeting was adjourned.

KENDALL COUNTY ILLINOIS

Economic Development Committee

- *Approve revisions to Revolving Loan Fund Recapture Strategy*
The Committee spoke on continuing to revise the Revolving Loan Fund Recapture Strategy. The Committee discussed rates and amounts for private loans as well as maintaining an amount solely for private businesses. In addition, they discussed term and interest rates for loans to municipalities. In addition, discussion on whether projects in a TIF should qualify or if there should be additional interest. Finally, the Committee discussed how to make it equitable across the County.

At 11:15 a.m., Members Gryder and Kellogg left the meeting. With no quorum, the Economic Development Committee meeting adjourned.

Updates and Reports

No agenda items were discussed under Updates and Reports.

Chairwoman's Report - None

Public Comment – None

Executive Session - None

Adjournment

At 11:15 a.m., Members Gryder and Kellogg left the meeting. With no quorum, the Economic Development Committee meeting adjourned.

Respectfully Submitted,

Andrez P. Beltran
Economic Development and Special Projects Coordinator

KENDALL COUNTY ILLINOIS

Special Economic Development Committee

UNOFFICIAL Special Meeting Minutes
Friday, May 26, 2017

Call to Order

The meeting was called to order by Chair Audra Hendrix at 9:00 a.m.

Roll Call

Committee Members Present: Chair Audra Hendrix, Matt Kellogg, Matt Prochaska (seated to fulfill quorum), Scott Gryder (arrived at 9:02 am)

Committee Members Absent: Elizabeth Flowers, Lynn Cullick

At rollcall, a quorum was unable to be established. Chair Hendrix seated Matthew Prochaska, County Board member, to fulfill the numbers to meet a quorum.

Staff Present: Scott Koeppel, Acting County Administrator

Members of the Public:

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

Committee Business

Member Gryder entered at 9:02 a.m.

Revolving Loan Fund

- *Approve revisions to Revolving Loan Fund Recapture Strategy*
The Committee discussed changes to the Revolving Loan Fund Recapture Strategy pertain to local government and inter-fund loans. The term, interest rate, and amount of the loan was discussed. Terms were decided as between 3 to 7 years, interest rates were decided as Prime rate with an additional 1% if in a TIF district. The amount were determined to be \$20 per capita as per the chart included until June 1, 2019 to enhance equity. However, the loans could be recommended outside of these guidelines to the County Board, but would require a 6 Board member vote to overrule.

For inter-fund loans the Committee added that the repayment should start no later than 1 year after the loan is given.

Member Gryder made the motion. Member Prochaska seconded. **Approved 4-0.**

- *Approve Village of Oswego application for loan in amount of \$639,000*

Member Gryder motioned to approve the loan with terms to be consistent with the Revolving Loan Recapture Strategy. Member Prochaska seconded. **Approve 4-0.**

KENDALL COUNTY ILLINOIS

Special Economic Development Committee

Chair's Report - None

Public Comment – None

Executive Session - None

Adjournment

Member Gryder motioned to adjourn. Member Prochaska seconded. **Approved 4-0.**

Respectfully Submitted,

Andrez P. Beltran

Economic Development and Special Projects Coordinator

KENDALL COUNTY ILLINOIS

Economic Development Committee

Meeting Minutes
Friday, June 16, 2017

Call to Order

The meeting was called to order by Chair Audra Hendrix at 9:08 a.m.

Roll Call

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

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

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

Approval of Meeting Minutes – Member Cullick made a motion to approve the meeting minutes from the May 19 and 26 meetings. Seconded by Member Gryder. **Approved 3-0.**

Committee Business

Discussion: 2017 Strategic Planning

Mr. Beltran stated that every year the Economic Development Committee undergoes strategic planning to orientate on goals and achieve them efficiently and effectively.

The Committee discussed creating jobs, broadening the tax base, being more proactive in orientating towards the future, enhancing quality of life, and working with local partners. In addition, they Committee discussed different economic development programs that could be used to grow the economy. Additional methods to meet the goals were discussed.

Updates and Reports

Revolving Fund Loans

- *Update: Pre-Applications*
 - *City of Plano*

Mr. Beltran stated that the City of Plano was looking to where the County was in the process of redrafting the Recapture Strategy. In addition, he stated it would be in an economically challenged area.

- *Monthly Loan Statements*

Mr. Beltran stated all loans are up to date; however due to the earlier meeting this month the statements are not in the packet.

KENDALL COUNTY ILLINOIS

Economic Development Committee

Update: Waubensee Job Fair

Mr. Beltran stated that there were nine businesses. He made contact with the businesses. He assumed at least twenty people came through. He stated he would get final numbers later.

Update: CRGI

Mr. Beltran stated that as part of the process towards moving to a public-private partnership, the Steering Committee was asking for potential groups or persons to sit on the board.

Chairwoman's Report

Chair Hendrix gave an update on workforce development board. She stated that the board looked at ending a contract but voted against it.

In addition, Chair Hendrix has been in contact with a non-profit four year university that could be looking at locating in Kendall County. She highlighted the additional benefit of a non-profit school for scholarship and grant funding, and also stated that it would require input from the community.

Public Comment – None

Executive Session - None

Adjournment

At 10:14 a.m., Member Cullick made to adjourn. Member Gryder seconded. With no objection, the meeting adjourned.

Respectfully Submitted,

Andrez P. Beltran
Economic Development and Special Projects Coordinator

COUNTY OF KENDALL, ILLINOIS
BUDGET & FINANCE COMMITTEE
Meeting Minutes
Thursday, June 15, 2017
CORRECTED – June 20, 2017

Call to Order

Committee Vice Chair Lynn Cullick called the Budget and Finance Committee to order at 5:30p.m.

Roll Call

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

Others Present: Sheriff Dwight Baird, Latreese Caldwell, Scott Koeppel

Claims Review and Approval – Member Cullick made a motion to forward the Approval of Claims in an amount not to exceed \$2,205,190.49, Coroner’s Claims in an amount not to exceed \$2,374.48, Grand Jurors Claims for May 22, 2017 in an amount not to exceed \$317.24, Grand Jurors Claims for June 5, 2017 in an amount not to exceed \$303.03, and Health Department Claims in an amount not to exceed \$69,599.74, second by Member Prochaska. **With four members present voting aye, the motion carried.**

Department Head and Elected Official Reports – Mr. Koeppel reported that the new PBZ truck will be picked up in the next few days, and that one of the PBZ trucks will be given to the Facilities Management department.

Items from Other Committees – Member Prochaska reported that there is potential for the State of Illinois to pass an LGDF decrease, which makes up approximately 11 percent of the County’s revenues, and a four-year property tax freeze. Member Prochaska will keep the committee updated on this issue.

Mr. Koeppel also reported that he received notice that if a state budget is not passed by June 30, 2017, that all funding will cease for IDOT projects. He is meeting with KAT Director Mike Neuenkirchen to discuss KAT Funding should this happen, and talked to County Engineer Fran Klaas, who stated that highway projects will definitely be affected if there are cuts in state funding.

Items of Business

- *Approval of Membership Renewal with Metro Counties in an amount not to exceed \$2500.* – Member Davidson made a motion to reconsider the Approval of Membership Renewal with Metro Counties in an amount not to exceed \$2500, second by Member Prochaska.

Roll Call: Member Davidson – yes Member Prochaska – yes, Member Kellogg – yes, Member Cullick – yes. **The motion to reconsider the motion for Approval of Membership Renewal with Metro Counties in an amount not to exceed \$2500, passed with a vote of 4-0.**

Motion made by Member Cullick to forward to the County Board the Approval of Membership Renewal with Metro Counties in an amount not to exceed \$2500, second by Member Prochaska. **With a vote of 4-0, the motion passed.**

- *Treasurer's Office Stipends* – Discussion on the amount of work involved in transitioning the employee benefits from the Administration Office to the Treasurer's Office, and the Treasurer's requested stipends for staff assuming additional responsibilities for the remainder of Fiscal Year 2017; as well as the Acting County Administrator's request for stipends for Administration staff assuming responsibilities including Workers Compensation, Property Inventory, Risk Management, Employee Recognition, OSHA, Background Checks, Employment Postings and Applications, and Gradience time records.

Member Davidson made a motion to forward to the County Board the Approval of an amount not to exceed \$10,000 to the Treasurer's Office for reorganization and assumption of Employee Benefit responsibilities, and an amount not to exceed \$15,000 for staff stipends for the remainder of Fiscal Year 2017, second by Member Cullick. **With a vote of 4-0, the motion passed.**

Member Kellogg made a motion to forward to the County Board the Approval of an amount not to exceed \$10,000 to the Administration Office for reorganization and assumption of Workers Compensation, Risk Management, Background Checks, Employment Postings, Employee Handbook maintenance, OSHA, Property Inventory, Employee Recognition, and Gradience responsibilities, and an amount not to exceed \$15,000 for staff stipends for the remainder of Fiscal Year 2017, second by Member Prochaska. **With a vote of 4-0, the motion passed.**

- *Six-month Budget and Revenue Update* – item tabled to the second meeting of the month
- *FY18 Budget* – Discussion on budget parameters, bonds, facilities, repairs, maintenance costs, and equipment replacement.

Other Business – Discussion on part-time employee hours of 600 according to a County Ordinance, and increases the number of hours to 1000 hours. Ms. Caldwell stated that the reason it hasn't been increased previously is so that the County didn't incur costs for IMRF. Sheriff Baird said that the County can choose the number of hours, 600 or 1000, and that it can be passed by Ordinance, and that Member Purcell was concerned about the certain number of hours within the review period/quarters, and health care. Sheriff Baird stated that he feels it's the responsibility of the Elected Officials or Department Heads to monitor and track to ensure compliance. Sheriff Baird said that in his 11 years in Oswego, he never once went over the 1000 hours.

Member Prochaska reported that he and Member Cullick had this discussion with IMRF staff at a recent UCCI meeting in Springfield, and said they were told that employees that were already employed with

the County, and are qualified for IMRF that currently work under 600 hours, is grandfathered. To clarify, Scott Koeppel stated that if the County has people right now that work under 600 hours, and have never paid into IMRF, and if the County changes the Ordinance to 1000 hours, those people can work over 600 hours and that would be fine, but if you have employees that are working over 600 hours now, and already paying into IMRF, you would still need to continue with them as is.

Discussion on drafting an ordinance to change the number of hours to 1000 for part-time employees, and bringing the ordinance to the June 29, 2017 Finance Committee. Member Prochaska said he would like to ensure that the information presented by IMRF at the UCCI meeting was accurate, (Latreese Caldwell to research and report back to the committee).

Member Prochaska also made a motion to postpone this discussion to a time-definite, which would be the Finance Committee meeting on July 27, 2017, second by Member Kellogg. With four members voting aye, the motion carried.

Public Comment – None

Questions from the Media – None

Items for Committee of the Whole - None

Items for the County Board

Approval of Claims in an amount not to exceed \$2,205,190.49, Coroner's Claims in an amount not to exceed \$2,374.48, Grand Jurors Claims for May 22, 2017 in an amount not to exceed \$317.24, Grand Jurors Claims for June 5, 2017 in an amount not to exceed \$303.03, and Health Department Claims in an amount not to exceed \$69,599.74

Approval of Membership Renewal with Metro Counties in an amount not to exceed \$2500.

Approval of an amount not to exceed \$10,000 to the Treasurer's Office for reorganization and assumption of Employee Benefit responsibilities, and an amount not to exceed \$15,000 for staff stipends for the remainder of Fiscal Year 2017

Approval of an amount not to exceed \$10,000 to the Administration Office for reorganization and assumption of Workers Compensation, Risk Management, Background Checks, Employment Postings, Employee Handbook maintenance, OSHA, Property Inventory, Employee Recognition, and Gradience responsibilities, and an amount not to exceed \$15,000 for staff stipends for the remainder of Fiscal Year 2017

Motion to Rescind previous motion to approve the Leopardo Energy Proposal

Executive Session – Not needed

Adjournment – Member Davidson made a motion to adjourn the Budget and Finance Committee meeting, second by Member Cullick. **The meeting adjourned at 7:53p.m.**

Respectfully submitted,

Valarie McClain
Recording Secretary



KENDALL COUNTY
ANIMAL CONTROL

Wednesday, June 28, 2017 at 8:30AM
Historic Courthouse, East Wing Conference Room
109 W. Ridge Street, Yorkville, IL

MEETING MINUTES

Call to Order – The meeting was called to order by Vice Chair Lynn Cullick at 8:30a.m.

Roll Call

Committee Members Present: Matt Kellogg, Lynn Cullick, Matthew Prochaska. **With three members present, a quorum was established to conduct committee business.**

Member Purcell arrived at 8:34a.m., and Member Flowers arrived at 8:36a.m.

Others present: Laura Pawson

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

Approval of Minutes – Member Prochaska made a motion to approve the May 24, 2017 meeting minutes, second by Member Kellogg. **With all in agreement, the motion carried.**

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

Available Dogs for Adoption: 3

Available Cats for Adoption: 11 (6 cats, 5 kittens)

Bite Report – 19 Total: 2 cats, 17 dogs

Visitors – May: 83

Events/News

July 8 Pet Supplies Plus Adoption Event 11:00a.m.-2:00p.m.

July 11 Volunteer Orientation 6:30-8:00p.m.

July 22 Oswego NAPA Store Adoption Event 10:00a.m. - Noon

Weekly “Pet of the Week” ad in Shaw Media Newspapers

Monthly adoption appearance on WSPY Television

Operations Report

Hire of 2 Part-Time Kennel Technicians – Ms. Pawson reported she has hired two part-time kennel technicians and the office is now fully staffed.

Accounting Report – The committee reviewed the financial report.

Discussion on using the Animal Control Capital Fund #340 for replacing the boilers, installation of a new air exchange system, roof repair, daily operation and functionality of the current building and trailer. **The committee asked Ms. Pawson to draft a list of building concerns and issues for discussion at the July meeting.**

Old Business

Update on the Fence Construction behind Trailer (South side) – Ms. Pawson is awaiting an installation date from the fence company. Ms. Pawson will contact the company again to get the installation scheduled as soon as possible.

New Business - None

EXECUTIVE SESSION – Member Purcell made a motion to enter into Executive Session for the purpose of the review of discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06, 5ILCS 120-2, second by Member Prochaska.

Roll Call: Member Purcell – present, Member Cullick – yes, Member Kellogg – yes, Member Prochaska - yes, Member Flowers - yes. **With five members present voting aye, the committee entered into Executive Session at 9:09a.m.**

Date of Executive Session	Retained	Released
May 19, 2010	X	
July 29, 2011	X	
July 29, 2015	X	
July 31, 2015	X	
August 13, 2015	X	
September 16, 2015	X	
December 16, 2015	X	

With all in agreement, the committee reconvened in Open Session at 9:12a.m.

Action Items for the County Board - None

Public Comment – None

Adjournment – Member Prochaska made a motion to adjourn the meeting, second to the motion by Member Kellogg. **With all in agreement, the meeting was adjourned at 9:13a.m.**

Respectfully Submitted,

Valarie McClain, Recording Clerk

COUNTY OF KENDALL, ILLINOIS
Health & Environment Committee
Monday, June 19, 2017
Meeting Minutes

CALL TO ORDER

The meeting was called to order by Chair Judy Gilmour at 8:30a.m.

ROLL CALL

Committee Members Present: Judy Gilmour – here, Tony Giles - here, Elizabeth Flowers – present, Matthew Prochaska - here

Member Purcell arrived at 8:33a.m.

Others Present: Jason Andrade, Megan Andrews, Steve Curatti, Amaal Tokars, Jenny Wold

APPROVAL OF AGENDA – Member Flowers 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 May 8, 2017, second by Member Flowers. **With four members present voting aye, the motion carried.**

STATUS REPORTS

- **Board of Health** – Amaal Tokars reported the Board will meet on Tuesday, June 20, 2017 and the discussion will include Cultural Equity.
- **Health Department** – Jason Andrade presented information on *The Opioid Epidemic: An Overview of the Problem and Treatment Approaches*. Mr. Andrade offered information on the Epidemic, the increase in deaths in the United States, the Self-Violent Deaths (accidental overdoses) in Kendall County, Prescription Opioid drug overdoses, Risk Factors for Prescription Opioid Abuse and Overdose, Prevention, today's Heroin Epidemic, Abuse and Overdose, and ways in which the Kendall County Health Department promotes protective factors including Knowledge Production, providing cutting-edge Substance Abuse and Mental Health programming, Community Outreach of Awareness, Prevention and Psycho-Education, participation as a Juvenile Justice Council team-member, participation as a Drug Court team member, Prescription Monitoring, and Promoting Safe Prescription Medication Disposal.
- Dr. Tokars updated the committee on the NACO Live Healthy Prescription, Health and Dental Discount Resident program, including the fees involved in participation. Dr. Tokars stated that the Health Department will continue education of County residents about the program, and then engage local dentists and physicians in getting the information out to the community.

- **Kendall County Soil and Water District** – Jenny Wold reported that the Used Oil Pick-Up Event was successful with over 1200 gallons of used oil collected and disposed of safely.

Megan Andrews reported on local planting issues and results, the U.S. drought monitor, irrigation, local aquifers, drought impact on our water supplies and reservoirs, water and wind erosion.

Ms. Andrews also reported on the Farm Camp held at Kellogg Farms this month, the upcoming Summer Ag Institute, and the events for the Kendall County Fair in August.

- **Water Related Groups** – No report

OLD BUSINESS

- ***Residential Electronic Recycling Day*** - Dr. Tokars reminded the committee about the residential Electronic Recycling Day scheduled for Saturday, August 5, 2017 in the Health Department Parking lot from 8:00a.m. to noon. The registration and acceptable disposable items list are posted on the Health Department website.
- ***Diabetic Eye Screening Event*** – Dr. Tokars reported the Health Department (in collaboration with the Yorkville Lions Club, the Lions of Illinois Foundation, and the Illinois Retina Associates, S. C.) is hosting a free Diabetic Retinopathy eye screening on June 26, 2017 from 10:00a.m.- 2:00p.m. at the Health Department.

NEW BUSINESS - None

CHAIRMAN’S REPORT – No report

PUBLIC COMMENT – None

ITEMS FOR THE COMMITTEE OF THE WHOLE - None

COUNTY BOARD ACTION ITEMS - None

EXECUTIVE SESSION – Not Needed

ADJOURNMENT – Member Prochaska made a motion to adjourn the meeting, second by Member Giles. **The meeting was adjourned at 9:23a.m.**

Respectfully Submitted,

Valarie McClain
Recording Secretary

COUNTY OF KENDALL, ILLINOIS
COMMITTEE OF THE WHOLE
Thursday, May 11, 2017

CALL TO ORDER AND PLEDGE OF ALLEGIANCE - The meeting was called to order by County Board Chair Scott Gryder at 4:04p.m., who led the committee in the Pledge of Allegiance to the American Flag.

ROLL CALL

Attendee	Status	Arrived	Left Meeting
Scott Gryder	Present		
Lynn Cullick	Here		
Bob Davidson	Yes		
Elizabeth Flowers	ABSENT		
Tony Giles	Here		
Judy Gilmour	Here		
Audra Hendrix	Here		
Matt Kellogg	Yes		
Matthew Prochaska	Here		
John Purcell	ABSENT		

Others present: Sheriff Dwight Baird, ASA David Berault, Latreese Caldwell, ASA Leslie Johnson, Scott Koepfel, Technology Director and Acting County Administrator, and Dr. Amaal Tokars, Health Department Executive Director

Guests Present: Lynette Bergeron, KenCom Director, Jen Stein, KenCom Assistant Director, Josh Flanders, Oswego Fire Protection District, Larry Nelson, WSPY Multi-Media, Inc.

OLD BUSINESS

From Facilities Committee:

- *Proposal for Facilities Study by Healy, Bender & Associates, Inc.* – Member Davidson reviewed the study with the committee and the recommendations from the Facilities Committee for the County Office Building. Discussion on the four parts of the proposal, and the possibility of pursuing one part at a time, instead of doing all or nothing. Member Davidson said that Phase 1 is a total of \$22,500, and that he is recommending proceeding with Phase 1 for the County Office Building at this time, using money already budgeted for security. Member Davidson also said if the Board didn't desire to proceed this year, that the money budgeted for security this year should be forwarded to next year's budget for security. ASA Leslie Johnson said that if we have an existing relationship with this architect, that she doesn't believe that the

County would have to go out to bid for this work, but that she would confirm that prior to the County Board meeting on June 20, 2017.

Member Hendrix said that the object here is to find out where we stand, what's possible, and how much it would cost before it hits critical mass.

Discussion on a parking study, current storage issues and future needs, and possible transfer of the election materials and equipment to another location, and evaluation of the need for more room, storage space and parking, and the cost of simply demolishing the former funeral home, without proceeding with the other phases.

From Finance Committee:

- *Approval of WIPFLI LLP Audit Cost not to exceed \$58,750* – Member Cullick stated that the Finance Committee felt that with all of the recent turmoil and change that has occurred in the past few months, that it would be best to extend the contract with WIPFLI for one year at last year's rate, and then go out to bid next year. Mr. Koeppl explained that the County originally had a three-year contract with two additional plus ones that could be added, and he reviewed the exact numbers for the past three years and what is proposed for the one-year extension.

NEW BUSINESS - None

PUBLIC COMMENT – None

QUESTIONS FROM THE MEDIA – None

CHAIRMANS REPORT

Chairman Gryder informed the committee that the Special Use Request presented to the PBZ Committee would be discussed at the County Board meeting on June 20, 2017.

Member Gryder also stated that the KenCom New Word CAD System is still in legal review at the State's Attorney's Office, and that additional information has been requested from KenCom.

Member Gryder said that the Board will also consider the approval of the Prevailing Wage Ordinance for this year.

Chair Gryder reported that the Kendall County Health Department in collaboration with the Kane County Health Department held a conference on June 14, 2017, entitled *Challenges Now*, that addressed TB, the increases of the disease in both Counties, the bacterium that evolves while the disease is being treated, and how it is transmitted. Dr. Tokars stated there were 80 health professionals in attendance.

And finally, Chair Gryder reported that he and Sheriff Baird attended the Boulder Hill Neighborhood Watch meeting on Wednesday, June 14, 2017, along with approximately 80 Boulder Hill residents that voiced their concerns about recent violence and gang activity in the area. The neighbors hold a watch meeting each month on the 2nd Wednesday at the Brethren Church on Boulder Hill Pass.

REVIEW BOARD ACTION ITEMS – Chairman Gryder asked the committee to review the agenda for any updates or changes.

ADJOURNMENT – Member Giles moved to adjourn the meeting at 4:50p.m., Member Cullick seconded the motion. **The motion was unanimously approved by a voice vote.**

Respectfully Submitted,

Valarie McClain
Recording Secretary

KENDALL COUNTY
Historic Preservation Commission
Kendall County Office Building
Rooms 209 & 210
111 W. Fox Street, Yorkville, Illinois
7:00 p.m.

Meeting Minutes of June 21, 2017-Unofficial Until Approved

CALL TO ORDER

The meeting was called to order at 7:04 p.m.

ROLL CALL

Present: Elizabeth Flowers, Kristine Heiman and Jeff Wehrli

Absent: Melissa Maye

Also present: Matt Asselmeier, Senior Planner

In the audience: Stephen Knutson

APPROVAL OF AGENDA

Mr. Wehrli made a motion, seconded by Ms. Flowers, to approve the agenda as presented. With a voice vote of three ayes, the motion carried.

APPROVAL OF MINUTES

Ms. Flowers made a motion, seconded by Mr. Wehrli, to approve the minutes from the May 17, 2017 meeting. With a voice vote of three ayes, the motion carried.

CHAIRMAN'S REPORT

None

PUBLIC COMMENT

None

NEW BUSINESS

None

OLD BUSINESS

PrairieFest Recap

Discussion occurred regarding PrairieFest. Commissioners felt that the event went well; they felt that the booth could have had a better location. Mr. Wehrli noted that more people examined the maps at the Kendall County Fair than at PrairieFest. Chairwoman Heiman suggested that a banner should be placed outside the tent to note that the Commission was not trying to sell anything. Ms. Flowers suggested having a gimmick to attract people to the tent. Mr. Wehrli suggested having pictures of historic structures at future events.

Discussion occurred regarding having other historic preservation organizations sharing booth space. The consensus was that the area was too small to have many historic preservation groups under one tent. However, if the historic preservation groups were in the same area on the grounds, the proximity of similar organizations would be beneficial.

Ms. Flowers suggested using GIS to showcase historic locations. Mr. Asselmeier stated that the suggestion was possible by using the 1939 aerials and the centennial farm maps. However, the Commission would need access to electricity.

Discussion occurred regarding attending other, similar community events. Chairwoman Heiman would examine attendance figures at these events, particularly an event in Yorkville, and compare events based on number of attendees.

Chairwoman Heiman suggested writing a letter to the editor thanking everyone that visited the booth.

Stephen Knutson drew Randy Wood's name as the winner of the watercolor painted by Julie Kline.

Review and Recommendation on Historic Preservation Ordinance

This matter was laid over until the next meeting.

Centennial Farm Mapping Project

Commissioners reviewed the map of centennial farms and sesquicentennial farms. The identified farms were shown as they exist today. Commissioners requested a slightly darker color for centennial farms. One (1) farm on Collins Road was believed to no longer exist. Mr. Asselmeier will check this information. Mr. Asselmeier will also cross-reference the sesquicentennial farm list with the centennial farm list. It was noted that each township had at least one (1) centennial farm. The information could be used to identify houses for plaques.

Potential Meeting with other Historic Preservation Organizations

Commissioners decided to hold a meeting with other historic preservation organizations as their regular meeting on February 21, 2018. Chairwoman Heiman is working on a list of prospective invitees. The meeting will be held at the historic courthouse.

Selecting Homes for Plaques

Commissioners will use the farms shown on the centennial farm map as a starting point. Mr. Asselmeier will obtain the common addresses for each farm and see if pictures are on file.

Millbrook Bridge Update

No update on the Millbrook Bridge.

PUBLIC COMMENT

None

ADJOURNMENT

Mr. Wehrli made a motion, seconded by Ms. Flowers, to adjourn. With a voice vote of three ayes, the motion carried. The Historic Preservation Commission adjourned at 7:42 p.m.

Respectfully Submitted,
Matthew H. Asselmeier, AICP
Senior Planner