

**KENDALL COUNTY BOARD AGENDA
ADJOURNED SEPTEMBER MEETING**

**Kendall County Office Building, Rooms 209 & 210
Tuesday, March 7, 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
11. Old Business
12. Standing Committee Reports
 - A. Planning, Building & Zoning
 - B. Public Safety
 - C. Administration/HR
 1. Approve Technology Analyst job description
 - D. Finance Committee
 1. Approve claims in an amount not to exceed \$ 432,768.08
 2. Approve Coroner claims in an amount not to exceed \$ 4,450.98
 3. Approve Ordinance Abating the Taxes Levied for the Year 2016 Payable 2017 to Pay Debt Service on General Obligation Bonds (Alternate Revenue Source) Series 2007A, 2007B, 2008, 2009, 2010, 2011 and 2016 of the County of Kendall, Illinois
 - E. Judicial Legislative
 1. Approve Resolution Supporting HB 3127
 - F. Animal Control
 1. Approve 4th Wednesday of each month at 8:30am as regular meeting time for Animal Control Committee
 - G. Committee of the Whole
 1. Approve Resolution for Amendment to the Board Rules of Order to merge the Judicial Legislative Committee and Public Safety Committee into one committee called the Law, Justice and Legislation Committee
 - H. Standing Committee Minutes Approval
13. Special Committee Reports
 - A. Kencom Executive Board
 - B. Housing Authority
 - C. Juvenile Justice Council
14. Chairman's Report

Appointments

Claire Wilson – Planning Commission – 3 year term – expires March 2020

Harold O Martin III – alternate KenCom Executive Board

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
February 7, 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, February 7, 2017 at 7:20 p.m. The Clerk called the roll. Members present: Chairman Scott Gryder, Lynn Cullick (7:24 pm), Bob Davidson, Elizabeth Flowers (7:24 pm), Judy Gilmour, Tony Giles, Audra Hendrix (7:24 pm), Matt Kellogg, Matthew Prochaska, and John Purcell (7:24 pm).

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 1/3/17. Member Prochaska seconded the motion. Chairman Gryder asked for a voice vote on the motion. All members present voting aye. Motion carried.

THE AGENDA

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

NEW BUSINESS

Kendall County Sheriff's Office Correction Deputies Bargaining Agreement

Member Davidson moved to approve the collective bargaining agreement between the County of Kendall and the 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. Member Prochaska seconded the motion.

Assistant State's Attorney Anne Knight reviewed the agreement with regards to the terms, grievance procedures, hours of work and overtime, health insurance, wages and in house training day provision.

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

Board Rules of Order

Member Hendrix moved to approve the amendment to the Board Rules of Order Section III A. Regular & Special Board Meetings – last sentence to be deleted and replaced with the following, " Meeting time shall be 6:00pm on the first Tuesday and third Tuesday or at such other time as the County Board determines, at the County Board Room of Kendall County, Illinois". Member Prochaska seconded the motion.

Members expressed their feelings and thoughts about having the second meeting being held in the evening vs keeping the meeting during the day.

Member Kellogg moved to call the question. Member Cullick seconded the motion. Chairman Gryder asked for a roll call vote on the motion. Members voting aye include Cullick, Davidson, Flowers, Gilmour, Kellogg and Purcell. Members voting nay include Giles, Gryder, Hendrix and Prochaska. Motion failed 6-4.

Discussion continued.

Member Hendrix moved to amend the amendment to the board rules of order for Section III A Regular & Special Board Meeting – last sentence to be deleted and replaced with the following " Meeting time shall be 6:00pm on the first Tuesday and third Tuesday or at such other time as the County Board determines at the County Board Room of Kendall County, Illinois to be revisited on the third Tuesday March 2018." Member Flowers seconded the motion.

Discussion continued.

Chairman Gryder asked for a roll call vote on the amended motion. Members voting aye include Flowers, Giles, Gryder, Hendrix and Prochaska. Members voting nay include Cullick, Davidson, Gilmour, Kellogg and Purcell. Motion failed 5-5.

Chairman Gryder asked for a roll call vote on the original motion. Members voting aye include Flowers, Giles, Gryder, Hendrix and Prochaska. Members voting nay include Cullick, Davidson, Gilmour, Kellogg and Purcell.
Motion failed 5-5.

Farm Lease Agreement

Member Kellogg moved to approve the Farm Lease Agreement between Trenton Toftoy, Kendall County Forest Preserve District and County of Kendall for the Lease of 99.42 Acres of District Property for a total amount of \$29,826, and 18.44 Acres of Kendall County Property for a total amount of \$5,532. Member Gilmour seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. **Motion carried**

A complete copy of IGAM 17-06 is available in the Office of the County Clerk.

Request for Proposals

Member Davidson moved to approve the request for proposals from qualified providers in accordance with 50 ILCS 515 Local Government Energy Conservation Act. Member Flowers seconded the motion.

County Administrator Jeff Wilkins stated that this item is packaged together with the next item and explained what the items mean. Members discussed and asked questions regarding the process and the act.

Member Flowers moved to table the item (10D) until the February 21, 2017 meeting. Member Hendrix seconded the motion. Chairman Gryder asked for a roll call vote on the motion. Members voting aye include Flowers, Giles, Gryder, Hendrix and Prochaska. Members voting nay include Cullick, Davidson, Gilmour, Kellogg and Purcell.
Motion failed 5-5.

Members had questions as to what the item really means and what the steps are. A representative from Leopardo spoke about the requirement to hire an engineer/architect through RFP process. Members discussed the costs and savings involved.

Chairman Gryder asked for a roll call vote on the original motion. Members voting aye include Davidson, Flowers, Giles, Gryder, Hendrix and Prochaska. Members voting nay include Cullick, Gilmour, Kellogg and Purcell. **Motion carried 6-4.**

Selection Process for Registered Professional Engineer

Member Purcell moved to approve the selection process for Registered Professional Engineer or Architect to evaluate proposals from qualified providers as required by section 10 of 50 ILCS 515 Local Government Energy Conservation Act. Member Prochaska seconded the motion.

Members discussed the 50 ILCS 515/10 Act and the selection process.

Member Prochaska moved to postpone item (10E) until the February 21, 2017 meeting. Member Kellogg seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members voting aye except Purcell who voted nay. **Motion carried 9-1.**

Members reviewed the time line presented by Leopardo.

STANDING COMMITTEE REPORTS

Planning, Building & Zoning

Member Davidson did not have a report.

Public Safety

Member Prochaska did not have a report.

Economic Development

Illinois Department of Commerce and Economic Opportunity Letter

Member Prochaska moved to authorize County Board Chair to sign and acknowledge the letter for the Illinois Department of Commerce and Economic Opportunity regarding Kendall County's Revolving Loan Fund. Member Cullick seconded the motion. Chairman Gryder asked for a voice vote on the motion. All members present voting aye except Kellogg who voted nay. **Motion carried 9-1.**

Finance

CLAIMS

Member Cullick moved to approve the claims submitted in the amount of \$1,410,530.37 and Grand Jurors claims in an amount not to exceed \$290.00. Member Prochaska seconded the motion.

COMBINED CLAIMS: FCLT MGMT \$59,662.72, B&Z \$428.50, CO CLK & RCDR \$753.46, ELECTION \$798.66, ED SRV REG \$892.89, SHRF \$4,878.59, CRRECTNS \$102.88, MERIT \$260.00, EMA \$221.77, CRCT CT CLK \$1,029.59, JURY COMM \$354.62, CRCT CT JDG \$9,563.35, CRNR \$4,778.56, CMB CRT SRV \$19,316.88, PUB DFNDR \$50.00, ST ATTY \$2,646.68, SPRV OF ASSMNT \$31.90, EPLY HLTH INS \$394,482.18, OFF OF ADM SRV \$3,759.46, GNRL INS & BNDG \$308.00, CO BRD \$214.04, TECH SRV \$9,456.84, ECON DEV \$1,441.00, CAP IMPRV FND \$22,776.00, LIABIL INS \$2,648.75, CO HWY \$22,040.85, CO BRDG \$4,576.50, TRNSPRT SALES TX \$6,662.50, HLTH & HMN SRV \$586,227.68, FRST PRSRV \$801.82, ELLIS HS \$275.14, ELLIS BRN \$295.81, ELLIS WDDNGS \$15,255.00, HOOVER \$3,927.67, ENV ED NTRL BGNNGS \$196.11, GNDS & NTRL RSRCS \$606.50, ANML CNTRL EXPND \$252.45, ANML CNTRL EXPS \$1,247.34, RCDR DOC STRG \$187.85, DRG ABS EXP \$678.99, HIDTA \$18,112.82, CMSRY FND \$2,112.11, HGBF K-9 FND \$3,129.00, CRT SEC FND \$150.00, LAW LBRY \$2,993.92, JVNL JSTC CNCL \$650.00, CRNR \$222.13, PRBTN SRV EXP FND \$5,795.80, KC DRG CRT FND \$8,822.20, GIS \$26.91, KAT \$180,787.13, ENG/CNSLTG ESCRW \$4,263.08, ANML POP CNTRL \$734.50, VAC \$3,932.01, CRNR SPCL FND \$1,878.81

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 \$6,879.50. Member Gilmour seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye except Purcell who voted present. **Motion carried.**

Administration/HR

Member Cullick stated that they are working on their goals for this term.

Labor & Grievance

Member Giles said that most of what they have had has already come before the board.

Board of Health

Member Giles said they had a really great meeting and things are really positive.

Committee of the Whole

Chairman Gryder stated that the minutes in the packet from the January 12, 2017 and January 31, 2017 meetings.

STANDING COMMITTEE MINUTES APPROVAL

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

SPECIAL COMMITTEE REPORTS

Kencom Executive Board

Member Gilmour read a letter regarding the professional conduct of the dispatchers in their participation in the armed robbery in Plano.

Housing Authority

Member Prochaska stated that they meet on February 24, 2017. They expect to submit their report to the US Department of Housing and Urban Development.

Juvenile Justice Council

Member Gilmour reported that there will be a technology safety education program for parents on February 21, 2017 6:30pm at Traugher Jr High School.

CHAIRMAN'S REPORT

Appointments

Jack Westphall - Merit Commission – 2 year term – expires March 2019
Erik A. Gauss – Kendall Housing Authority – 3 year term – Expires July 2020 (replacing Carl Gutierrez)

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

Announcements

Dr. Mukhtar S. Nandra – Board of Health – 3 year term – expires February 2020
Dr. Thomas C. Liske – Board of Health – 3 year term – expires February 2020

OTHER BUSINESS

Member Purcell presented Chairman Gryder with a plaque and a check for \$2,500 from ICRMT for 25 years of participation.

CITIZENS TO BE HEARD

Chris Childress stated that he is impressed with the deliberations to change the board meeting time and suggested adding something to the website to ask the public.

ADJOURNMENT

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

Approved and submitted this 16th day of February, 2017.

Respectfully submitted by,
Debbie Gillette
Kendall County Clerk

**KENDALL COUNTY
REGIONAL PLANNING COMMISSION**

*Kendall County Office Building
Rooms 209 & 210
111 W. Fox Street, Yorkville, Illinois*

Unapproved Meeting Minutes of February 22, 2017

Chairman Bill Ashton called the meeting to order at 7:05 p.m.

ROLL CALL

Members Present: Bill Ashton, Tom Casey, Larry Nelson, John Shaw, Claire Wilson, and Budd Wormley

Staff Present: Matthew H. Asselmeier, Senior Planner

Members Absent: Roger Bledsoe, Ruben Rodriguez, and Angela Zubko

In the Audience: Kelly Helland (Representing JA Schleining LLC d/b/a Jets Towing and Services)

APPROVAL OF AGENDA

Mr. Wilson made a motion, seconded by Mr. Wormley, to approve the agenda. With a voice vote of all ayes, the motion carried.

APPROVAL OF MINUTES

Mr. Nelson made a motion, seconded by Mr. Shaw, to approve the January 25, 2017, minutes. With a voice vote of all ayes, the motion carried.

PETITIONS

16-22 JA Schleining LLC d/b/a Jets Towing and Services

Mr. Asselmeier briefly reviewed the case, summarizing the staff memorandum. In addition to the request for a map amendment, the petitioner is asking for variances related to paving material, parking in the side yard setback, and using evergreens instead of fencing for screening. Ms. Helland then presented information on behalf of the petitioner.

Mr. Nelson questioned the application in relation to Yorkville's new Comprehensive Plan. Mr. Asselmeier stated that Yorkville amended their Future Land Use Map in the area to residential. Yorkville's previous Future Land Use Map indicated the area to be industrial. Yorkville amended their Comprehensive Plan after the petitioner submitted the application.

Ms. Helland stated that the petitioner originally wanted to add this use to the list of special uses within the A-1 District. However, after discussions with Staff and PBZ Committee, the decision was made to apply for a map amendment. The petitioner has one (1) wrecker and (3) trucks located on the property. The petitioner does not tow to the property or store towed vehicle on the property. The petitioner is attempting to get a rebuilders license, but needs the proper zoning. The petitioner had no objections to planting evergreens as requested.

Mr. Nelson asked about the long-term plans for the business. Ms. Helland stated that the petitioner, his father, and two (2) independent contractors are the only people associated with the business at this site. The business does not have the clientele to use all of the trailers located on the property. The business hopes to have ten (10)-twelve (12) employees in the future.

Discussion occurred regarding the property turning into an eyesore. Mr. Wormley asked if PBZ received any complaints on this property. Mr. Asselmeier reported that PBZ received no comments on this proposal.

Discussion occurred regarding the possibility of gas, oil, hydraulic fuel, and other chemical leaking. Mr. Wormley noted that the health department raised no concerns on this topic.

Discussion occurred about setting a maximum number of trailers allowed on the property in exchange for the gravel parking variance.

Mr. Wormley noted that a similar situation existed on Light Road involving the placement of fifteen (15)-eighteen (18) construction trailers. Several Commissioners voiced concerns about the petitioner scrapping the trailers or using them for storage.

Ms. Wilson asked about the storage of trailers. Mr. Asselmeier stated that all work on the trailers had to occur inside a building and inoperable trucks must be stored in a building.

Ms. Helland noted that the EcoCat report had not been terminated because of the potential existence of an endangered fish in the area.

Mr. Ashton asked if the petitioner wanted the rezoning if the variances were not approved. Ms. Helland stated failure to secure the variances could impact the petitioner financially and could hamper his ability to remain at that location.

Commissioners discussed planting three (3) to four (4) foot tall evergreens on the north and south sides of the property, limiting the number of trailers, and keeping inoperable vehicles offsite or indoors.

Ms. Helland indicated that no one was living in the house; the petitioner is using the house as an office.

Ms. Helland agreed to work with Staff to finalize the variance requests; the petition was tabled at the petitioner's request.

OLD BUSINESS

Mr. Asselmeier presented a memorandum from Mike Hoffman regarding spot zoning.

Discussion occurred regarding reconsidering the Pagel Case. No motion was made to reconsider the matter.

Mr. Ashton reminded everyone that the Annual Meeting is Saturday, February 25th, at 9:00 a.m.

NEW BUSINESS

Mr. Nelson moved to open the floor for nominations for officers and nominated Bill Ashton for Chairman, Budd Wormley for Vice-Chairman, Larry Nelson for Secretary, and Matt Asselmeier for Recording Secretary. There were no additional nominees. The call for nominations was closed. With a voice vote of all ayes, the motion carried.

REVIEW OF PETITIONS THAT WENT TO COUNTY BOARD

None

OTHER BUSINESS/ANNOUNCEMENTS

Petition 16-26, John and Sharon Pagel Living Trust, the petitioner requested the ZBA hearing for the proposed rezoning from R-3 to R-1 be postponed until May so that they can obtain images of the property draining stormwater.

The Plan Commission of the City of Plano will hold a public hearing on their proposed Comprehensive Plan Update on March 6th at 7:00 p.m., at Plano City Hall.

CITIZENS TO BE HEARD/ PUBLIC COMMENT

None

ADJOURNMENT

Mr. Wormley made a motion, seconded by Mr. Shaw, to adjourn. With a voice vote of all ayes, the motion carried. The Regional Plan Commission meeting adjourned at 7:56 p.m.

Respectfully submitted by,
Matthew H. Asselmeier, AICP
Senior Planner

KENDALL COUNTY
ZONING BOARD OF APPEALS MEETING
111 WEST FOX STREET, Room 209 and 210
YORKVILLE, IL 60560
February 27, 2017 – 7:00 p.m.
Unapproved Minutes

CALL TO ORDER

Due to the absence of Chairman Mohr, the call for nominations for Act Chairperson was opened. Mr. Whitfield nominated Ms. Clementi to be Act Chairwomen, seconded by Mr. LeCuyer. There were no other nominations. With a voice vote of all ayes, the motion carried.

At 7:01 p.m., Acting Chairwoman Clementi called the Zoning Board of Appeals meeting to order.

ROLL CALL

Members present: Karen Clementi, Tom LeCuyer, Dick Thompson, and Dick Whitfield

Members absent: Randy Mohr (Chairman), Donna McKay, and Scott Cherry

Staff present: Matthew H Asselmeier, AICP, Senior Planner

Public: Patrick Bond (Representing Mike and Cherie Bond) and Bob Davidson

MINUTES

Mr. Thompson made a motion, seconded by Mr. LeCuyer, to approve the October 3, 2016, meeting minutes. With a voice vote of all ayes, the motion carried.

PETITIONS

16-26 John and Sharon Pagel Living Trust

Request: Rezoning from R-1 to R-3

Location: 2380 Douglas Road (Northeast Corner of Douglas Road and Burkhart Drive)
PIN: 03-15-251-009, Oswego Township

Purpose: Request to Rezone to Allow Petitioner to Subdivide the Property

Due to concerns regarding stormwater issues raised at the January 25, 2017, Regional Planning Commission meeting, the petitioner requests a layover to May 2017.

Mr. LeCuyer made a motion to layover the petition until May 2017. Mr. Whitfield seconded. With a voice vote of all ayes, the motion carried.

17-01 Mike and Cherie Bond

Request: Variance to Zoning Ordinance Section 7.01.G.2.b (A-1 Agricultural District – Site and Structure Requirements – Setbacks – Accessory Structures) Reducing the Front Yard Setback from 150 feet to 119.14 feet

Location: 232 Creek Road, Plano (Southeast Corner of Galena Road and Creek Road)
PIN: 01-05-176-005, Little Rock Township

Purpose: Petitioners Desire to Construct a Three Stall Horse Barn (1152 Square Feet in Size) within the Front Yard Setback

The petitioners, Mike and Cherie Bond, are requesting a variance to the required front yard setback for accessory structures to locate an accessory building (a horse barn) one hundred nineteen point one four feet (119.14') from the centerline of Creek Road on the northwest corner of their property. This will encroach into the required front yard setback of one hundred fifty feet (150') by just over thirty feet (30'). A large portion of the petitioners' property is in the flood zone for Little Rock Creek and the petitioners have few options for constructing the barn on their property.

Staff recommends approval of the variance request.

Patrick Bond, Attorney for the petitioners was duly sworn. Mr. Bond stated that the floodway greatly encumbered the ability of the petitioners to site the barn on the property. He argued that the proposal will not impact anyone else.

Mr. Whitfield asked if Little Rock Township submitted any comments. Mr. Asselmeier stated that no comments from the township have been received.

Acting Chairwomen Clementi asked if PBZ received any calls or letters. Mr. Asselmeier reported that no letters were received and a few calls requesting clarification on the proposal had been received.

Mr. Davidson asked about the location of the house and septic field in relation to the proposed barn. The house was existing and the proposed barn would not impact the septic field.

Mr. LeCuyer made a motion to approve the findings of fact with the amendment that the reference to the horses being properly care for be removed from the fourth finding of fact. Mr. Whitfield seconded. The findings of fact are as follows:

*That the particular physical surroundings, shape, or topographical condition of the specific property involved would result in a particular hardship or practical difficulty upon the owner if the strict letter of the regulations were carried out. **A large percentage of the petitioners' property is located within the flood zone of Little Rock Creek, which severely limits the potential locations for the proposed structure on the petitioners' property.***

*That the conditions upon which the requested variation is based would not be applicable, generally, to other property within the same zoning classification. **True, the creek cutting through the property creates a unique case.***

*That the alleged difficulty or hardship has not been created by any person presently having an interest in the property. **True, the petitioners did not create the flood area or creek that prevents them from constructing the proposed accessory structure in other locations on the property.***

That the granting of the variation will not materially be detrimental to the public welfare or substantially injurious to other property or improvements in the neighborhood in which the property is

located. **Provided that the proposed barn is constructed in the location and to the dimension provided in the application, the granting of this variation will not negatively impact the public welfare or be injurious to other properties in the area.**

That the proposed variation will not impair an adequate supply of light and air to adjacent property, or substantially increase the congestion in the public streets or increase the danger of fire, or endanger the public safety or substantially diminish or impair property values within the neighborhood. **The proposed barn is for an agricultural use and meets all other required setback distances. The location is a sufficient distance away from public roadway intersections and will not interfere with lines of sight on Creek Road. Provided the barn is constructed to all applicable building codes, no threat exists to public health and safety by the granting of this variance.**

By a voice vote of all ayes, the findings of fact were approved.

Mr. LeCuyer made a motion to approve the variance on the condition that the variance applied only to the construction of the horse barn as proposed by the petitioners. Mr. Whitfield seconded the motion.

Acting Chairwoman Clementi called for a vote. Mr. Asselmeier called the roll: Ms. Clementi – Yes, Mr. LeCuyer – Yes, Mr. Thompson – Yes, Mr. Whitfield – Yes. The motion carried 4-0.

REVIEW PETITIONS THAT WENT TO COUNTY BOARD None

NEW BUSINESS/OLD BUSINESS

Acting Chairwoman Clementi asked about cases coming to the Board next month.

Mr. Asselmeier reported that the petitioner's attorney for the gun range on Church Road would likely ask for an additional extension.

The request for rezoning and variances at 790 Eldamain Road was postponed at the Regional Planning Commission meeting on February 22, 2017. The petitioner and Staff will finalize parking and fencing requirements before the matter is sent to the Zoning Board of Appeals. Bristol Township will meet regarding 790 Eldamain Road on March 1, 2017.

The Pagel rezoning proposal was postponed until May because of drainage concerns at the property.

As part of the U.S. 34 widening project, IDOT needed to relocate Kingmoor Lane because of the location of a portion of the stormwater infrastructure. The Zoning Ordinance said private drives cannot be longer than 500 feet; the relocated Kingmoor Lane would be longer than 500 feet. To date, no variance application has been submitted.

PUBLIC COMMENT

Discussion occurred regarding 790 Eldamain Road.

ANNOUNCEMENT

The Plan Commission of the City of Plano will hold a public hearing on their proposed Comprehensive Plan Update on March 6, 2017, at 7:00 p.m., at Plano City Hall.

ADJOURNMENT OF THE ZONING BOARD OF APPEALS

Mr. Whitfield made a motion to adjourn the Zoning Board of Appeals meeting, Mr. LeCuyer seconded the motion. With a voice vote of all ayes, the motion carried. Acting Chairwoman Clementi adjourned the Zoning Board of Appeals meeting at 7:42 p.m.

Respectfully Submitted,
Matthew H. Asselmeier, AICP
Senior Planner

COUNTY OF KENDALL, ILLINOIS
ADMINISTRATION HUMAN RESOURCES COMMITTEE
Meeting Minutes
Tuesday, February 28, 2017

CALL TO ORDER - Committee Chair Lynn Cullick called the meeting to order at 5:42p.m.

ROLL CALL

Attendee Name	Status	Arrived	Left Early
Judy Gilmour	Present		
Matthew Prochaska	Late	5:56p.m.	6:50p.m.
Lynn Cullick	Present		
Bob Davidson	Present		
John Purcell	Late	5:53p.m.	

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

County Staff Present: Jeff Wilkins, Glen Campos

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES – February 6, 2017

Motion: Member Davidson
 Second: Member Cullick
RESULT: Approved with a Unanimous Voice Vote

CBIZ Update – Jim Pajauskas provided the committee a year-to-year comparison between 2015 and 2016, including the top 10 specialty drug costs, the average age of participants, total membership, paid medical claims and pharmacy claims in both the HMO and PPO plans.

DEPARTMENT HEAD AND ELECTED OFFICIAL REPORTS

Administrative Services – Jeff Wilkins reported that a citizen experienced a fall on the south stairwell (Fox Street) earlier this week, and was taken by ambulance to Rush Copley Hospital in Aurora. Discussion on making the south entrance of the County Office Building an employee entrance with key fob access only, and designating specific public parking spots in the front row of the main parking lot behind the County Office Building. There was consensus by the Committee to continue the discussion at the Admin HR Committee meeting on March 6, 2017, and at the County Board meeting on March 7, 2017.

Mr. Wilkins also reviewed the monthly medical insurance, medical insurance invoices, Administration/HR Summary, and workers' compensation reports with the committee.

PUBLIC COMMENT – None

COMMITTEE BUSINESS

- *Employee Handbook Updates* – Item tabled until future meeting. Member Cullick stated that ASA Leslie Johnson is reviewing the employee handbook, the suggested IPMG handbook, and the proposed revisions to the employee handbook, and should have some suggestions for the committee by the next meeting.

ITEMS FOR COMMITTEE OF THE WHOLE - None

ACTION ITEMS FOR COUNTY BOARD – Discussion on south entrance of County Office Building and designating specific parking spaces in the front row of the main parking lot for citizen parking only.

EXECUTIVE SESSION – Member Gilmour made a motion to enter into Executive Session for the purpose of discussion of minutes of meetings lawfully closed under this Act, whether for the purpose of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06, second by Member Cullick. With four members voting aye, the committee entered Executive Session at 6:53p.m.

Roll Call: Member Davidson - yes, Member Purcell – present, Member Cullick – yes, Member Gilmour - yes. **With four members present voting aye, the committee entered into Executive Session at 6:52p.m.**

Committee Members Absent: Matthew Prochaska

Others Present: Jeff Wilkins

The committee reconvened into Open Session at 6:54p.m.

ADJOURNMENT

Motion: Member Gilmour Second: Member Purcell RESULT: With a Unanimous Voice Vote, this meeting was adjourned at 6:56p.m.
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Respectfully Submitted,

Valarie McClain
Recording Secretary

Kendall County Job Description

TITLE: Technology Analyst
DEPARTMENT: Technology Services
SUPERVISED BY: Director of Technology
FLSA STATUS: Exempt
APPROVED: In Process

I. Position Summary:

The position is responsible for design, development, configuration, testing, modification, enhancement, and maintenance of the official Kendall County website and several core applications. The position coordinates with outside vendors and County departments to ensure applications are updated and work efficiently, assesses technology needs, recommends and implements software solutions and addresses bug issues that arise with the performance of the website.

II. Essential Duties and Responsibilities:

A. Primary duties consist of the following:

1. Applies systems analysis techniques and procedures, including consulting with users, to determine hardware, software or system functional specifications systems analysis techniques and procedures, including consulting with users, to determine hardware, software or system functional specifications. Additionally, the employee provides documentation, project tracking, and reporting to management.
2. Designs, develops, documents, analyzes, creates, tests, modifies and maintains computer systems or programs, including prototypes, based on and related to user or system design specifications;
 - a. Plan updates for the County website to ensure the website is current and evolved
 - b. Design and develop new forms, pages, and other needs for County website.
 - c. Responsible for County Website uptime, security, and debugging.
3. Performs office or non-manual work that directly pertains to management and operations of Technology Services.
 - a. Provides project management leadership and provides methodologies, tools, and techniques to manage all aspects of project execution; reports on project slippage, complex or newly identified technical problems or budget/cost changes; establishes and communicates new forecasts as necessary.
 - b. Manages purchasing and accounts payable for Technology Service and GIS Department.
 - c. Conducts project review meetings, communicates project status and issues with project staff, and prepares reports as required on project status and budget-to-actual costs.
4. Exercises discretion and independent judgment with respect to matters of significance regarding updates, programing, and technological systems specifically regarding (1) technology required to facilitate local elections through the County Clerk, and (2) the Jano Justice System run through the Circuit Clerk; and the employee's recommendations regarding the same are given great weight by the final decision maker.

B. Trains County employees on the use of new software.

Kendall County Job Description

- C. Provides technology support for election including setup of polling site laptops, ballot printers, Votec software, and Verizon cellular Mifis.
- D. Provide technical and administrative support for the Jano Justice System.
- E. Create reports and queries for the Jano Justice System.
- F. Complies with all applicable state and federal laws and regulations.
- G. Adheres to all applicable County policies and procedures.
- H. Maintains regular attendance and punctuality.
- I. Performs other duties and responsibilities as assigned.

III. **Qualifications:**

To perform this job successfully, an individual must be able to perform all essential duties satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required for the position.

A. Skills, Knowledge, and Abilities:

- The ability to present information and communicate effectively both orally and in writing with staff, County officials, law enforcement officials, and the general public in a timely and professional manner.
- Ability to build teamwork, organize, prioritize, and perform multiple tasks in a timely manner.
- Superb troubleshooting abilities including server and networking troubles.
- Able to work and interact with others in a structured / team environment.
- Ability to multi-task and work independently.
- Represents department with professionalism and confidence.
- Commitment to quality results and customer focused.
- Dependable; has integrity and a willingness to learn.
- High degree of professionalism and demeanor.
- Proven time management skills.
- Obtain knowledge and learn new skills to enhance job performance and abilities.
- Work with diverse populations.
- Knowledge of Microsoft software, such as Windows Products, and ability to perform application support.
- General knowledge of networking devices, software, and file transfer protocols.

B. Education and Experience:

Either (a) a minimum of a Bachelor's Degree in computer science or a related field and 2-3 years' prior work experience in Information Technology, or (b) at least 6 years of prior work experience in Information Technology is required.

C. Language Skills

- Ability to research, read, and interpret documents.
- Ability to prepare documents, reports, and correspondence.
- Ability to speak effectively with the public, employees, outside entities, vendors, and the County's elected officials.
- Requires good knowledge of the English language, spelling, and grammar.

D. Mathematical Skills

- Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions, and decimals.
- Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

E. Reasoning Ability

- Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form.

Kendall County Job Description

- Ability to deal with problems involving several concrete variables in standardized situations.

F. Certificates, Licenses, Registrations

- Industry Certifications preferred but not required – Microsoft A+ Security+
- Current and valid Driver's License is required.
- Any and all other certificates and registrations as required for the specific duties performed.

IV. Physical Demands:

While performing the duties of this job, the employee must be able to:

- Frequently sit for up to 2 hour periods of time at desk and/or in meetings;
- Occasionally lift and/or move up to 40 pounds; frequent lifting requirements of 20 pounds or less.
- Use hands and fingers to finger, handle, type, write, and feel;
- Reach, push and pull with one and/or both hands and arms;
- Bend over at the waist and reach with one and/or both hands and arms;
- Climb stairs and ladders and balance;
- Stoop, kneel, crouch, and/or crawl;
- Talk and hear in person and via use of telephone;
- Specific vision abilities include close and distance vision, depth perception, and ability to view computer monitors and screens.
- Travel independently to other County office locations.

V. Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee is subject to the following working conditions:

- Inside environmental conditions.
- Walking between buildings and occasional work in an outdoor environment.
- The noise level in the work environment is usually quiet to moderately quiet.
- Employee may be exposed to stressful situations while working with users, law enforcement, department heads, elected officials, vendors, and the general public.
- Employee may be exposed to files, videos, and documents of a graphic or sexual nature while performing assigned job duties
- Employee may be required to provide own transportation to travel to and from meetings, training, conferences, work sites, etc.
- Work is required outside of normal business hours on as needed basis.

By signing my name below, I hereby affirm that I received a copy of this job description.

Employee Receipt Acknowledgement & Signature

Date

Signature of Supervisor

Date

Kendall County Job Description

cc: personnel file, employee

COUNTY OF KENDALL, ILLINOIS
BUDGET & FINANCE COMMITTEE
Meeting Minutes
Monday, February 27, 2017

Call to Order

Chairman John Purcell called the Budget and Finance Committee to order at 5:32p.m.

Roll Call

Attendee	Status	Arrived
John Purcell	Present	
Lynn Cullick	Absent	
Bob Davidson	Present	
Matt Kellogg	Present	
Matthew Prochaska	Present	

Others Present: Latreese Caldwell, Jeff Wilkins

Claims Review and Approval – Member Kellogg moved to forward to the County Board the Approval of Supplemental Claims in an amount not to exceed \$432,768.08 and Coroner Supplemental Claims in an amount not to exceed \$4,450.98, second by Member Prochaska. **With four member’s present voting aye, the motion carried.**

Department Head and Elected Official Reports - None

Items from Other Committees – None

Department Head and Elected Official Reports - None

Items of Business

- *Ordinance Abating the Taxes Levied for the Year 2016 Payable 2017 to Pay Debt Service on General Obligation Bonds (Alternate Revenue Source) Series 2007A, 2007B, 2008, 2009, 2010, 2011 and 2016 of the County of Kendall, Illinois* – Mr. Purcell stated that these are the bonds pertaining to the Courthouse and Jail expansions, and that we do this each year to show how the funds are processed. Member Prochaska asked what the timeframe is for abating the taxes, and Mr. Wilkins said that it is typically done in March each year.

Motion made by Member Davidson to forward the Ordinance Abating the Taxes Levied for the Year 2016 Payable 2017 to Pay Debt Service on General Obligation Bonds (Alternate Revenue Source) Series 2007A, 2007B, 2008, 2009, 2010, 2011 and 2016 of the County of Kendall, Illinois to the County Board for approval, second by Member Kellogg. **With four members voting aye, the motion carried.**

Latreese Caldwell updated the committee on the 5-year Capital Requests originally submitted in June 2013, including general fund, other fund and capital fund requests.

There was consensus by the committee to send a letter to Department Heads and Elected Officials to submit their updated Capital Requests for the next five years with their priorities. The deadline for submission will be 6-weeks to Ms. Caldwell for compilation, and then to the Finance Committee for review at the April 27, 2017 meeting.

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 \$432,768.08 and Coroner Supplemental Claims in an amount not to exceed \$4,450.98*
- *Approval of Ordinance Abating the Taxes Levied for the Year 2016 Payable 2017 to Pay Debt Service on General Obligation Bonds (Alternate Revenue Source) Series 2007A, 2007B, 2008, 2009, 2020, 2011 and 2016 of the County of Kendall, Illinois*

Executive Session – Not needed

Adjournment – Member Prochaska made a motion to adjourn the Budget and Finance Committee meeting, second by Member Kellogg. **The meeting adjourned at 6:30p.m.**

Respectfully submitted,

Valarie McClain
Recording Secretary

COUNTY OF KENDALL, ILLINOIS

ORDINANCE NO. _____ - _____

**ORDINANCE ABATING THE TAXES LEVIED FOR THE YEAR 2016 PAYABLE 2017
TO PAY DEBT SERVICE ON GENERAL OBLIGATION BONDS (ALTERNATE
REVENUE SOURCE) SERIES 2007A, 2007B, 2008, 2009, 2010, 2011 AND 2016
OF THE COUNTY OF KENDALL, ILLINOIS.**

WHEREAS, the County Board (the “*Board*”) of The County of Kendall, Illinois (the “*County*”), by ordinance adopted:

Ordinance 07-49 (the “*Bond Ordinance*”) on the 16th day of October, 2007 which did provide for the issue of Not to Exceed \$10,000,000 General Obligation Bonds (Alternate Revenue Source), of The County of Kendall, Illinois (the “*Bonds*”), and the levy of a direct annual tax sufficient to pay debt service on the Bonds; also

Ordinance 08-29 (the “*Bond Ordinance*”) on the 5th day of August, 2008 which did provide for the issue of \$10,00,000 General Obligation Bonds (Alternate Revenue Source), Series 2008 (the “*Bonds*”), and the levy of a direct annual tax sufficient to pay debt service on the Bonds; also

Ordinance 09-11 (the “*Bond Ordinance*”) on the 17th day of March, 2009 which did provide for the issue of \$10,00,000 General Obligation Bonds (Alternate Revenue Source), Series 2009 (the “*Bonds*”), and the levy of a direct annual tax sufficient to pay debt service on the Bonds; also

Ordinance 10-15 (the “*Bond Ordinance*”) on the 15th day of June, 2010 which amended Ordinance 10-05 Adopted on March 16, 2010 which provided for the issuance of not to exceed \$10,00,000 General Obligation Refunding Bonds (Alternate Revenue Source), Series 2010 (the “*Bonds*”), and the levy of a direct annual tax sufficient to pay debt service on the Bonds; also

Ordinance 11-28 (the “*Bond Ordinance*”) on the 1st day of November, 2011 which did provide for the issuance of not to exceed \$4,750,000 General Obligation Refunding Bonds (Alternate Revenue Source), Series 2011 (the “*Bonds*”), and the levy of a direct annual tax sufficient to pay debt service on the Bonds; also

Ordinance 16-05 (the “*Bond Ordinance*”) on the 5th day of April, 2016 which did provide for the issuance of not to exceed \$5,210,000 General Obligation Refunding Bonds (Alternate Revenue Source), Series 2016 (the “*Bonds*”), and the levy of a direct annual tax sufficient to pay debt service on the Bonds; and

WHEREAS, on:

The 5th day of November, 2007, a duly certified copy of Bond Ordinance 07-49 was filed in the office of the County Clerk of the County (the “*County Clerk*”); also

The 5th day of August, 2008, a duly certified copy of Bond Ordinance 08-29 was filed in the office of the County Clerk of the County (the “County Clerk”); also

The 17th day of March, 2009, a duly certified copy of Bond Ordinance 09-11 was filed in the office of the County Clerk of the County (the “County Clerk”); also

The 15th day of June, 2010, a duly certified copy of Bond Ordinance 10-15 was filed in the office of the County Clerk of the County (the “County Clerk”); also

The 1st day of November, 2011, a duly certified copy of Bond Ordinance 11-28 was filed in the office of the County Clerk of the County (the “County Clerk”); also

The 5 day of April, 2016, a duly certified copy of Bond Ordinance 16-05 was filed in the office of the County Clerk of the County (the “County Clerk”); and

WHEREAS, the County has Pledged Revenues (as defined in the Bond Ordinances) available for the purpose of paying debt service on the Bonds heretofore imposed by the 2016 levy; and

WHEREAS, the Pledged Revenues are hereby directed to be deposited into the “Debt Service Fund” established pursuant to the Bond Ordinances for the purpose of paying the debt service on the Bonds; and

WHEREAS, it is necessary and in the best interests of the County that the taxes heretofore levied for the year 2016 payable 2017 to pay the debt service on the Bonds be abated:

NOW, THEREFORE, Be It Ordained by the County Board of the County of Kendall, Illinois, as follows:

Section 1. Abatement of Tax for the Bonds. The tax heretofore levied for the year 2016 payable 2017 in Bond Ordinances 07-49 \$1,037,500; 08-29 \$640,465; 09-11 \$852,522.50; 10-15 \$1,280,000; 11-28 \$307,300 and 16-05 \$491,350 shall be abated in its entirety.

Section 2. Filing of Ordinance. Forthwith upon the adoption of this ordinance, the Clerk of the Board shall file a certified copy hereof with the County Clerk and it shall be the duty of the County Clerk to abate said taxes levied for the year 2016 payable 2017 in accordance with the provisions hereof.

Section 3. Effective Date. This ordinance shall be in full force and effect forthwith upon its adoption.

Adopted this 7th day of March, 2017, by roll call vote as follows:

Ayes:

Nays:

Absent:

Scott R. Gryder, Chairman of the County Board
County of Kendall, Illinois

ATTEST:

Debbie Gillette, County Clerk
County of Kendall, Illinois

(SEAL)



COUNTY OF KENDALL, ILLINOIS
JUDICIAL LEGISLATIVE COMMITTEE

Wednesday, February 22, 2017 - 3:00 p.m.

Kendall County Courthouse

Jury Assembly Room

807 West John Street; Yorkville, IL 60560



MINUTES

1. Roll Call and Determination of a Quorum:

Committee Chair Matthew Prochaska called the meeting to order at 3pm. Committee members present were Matthew Prochaska, Judy Gilmour, and Audra Hendrix. Absent were John Purcell and Tony Giles.

2. Approval of Agenda

Member Gilmour motioned to approve the agenda, second by Member Hendrix, motion passed unanimously.

3. Approval of Previous Committee Minutes

Member Gilmour motioned to approve the February 1, 2017 Judicial Legislative Committee minutes, second by Member Hendrix, motion passed unanimously.

4. Status Reports

- ❖ Circuit Clerk - none
- ❖ Courthouse - Presiding Judge McCann reported the federal bankruptcy court now has routine hearings for area residents. Previously, area residents traveled to Joliet for the hearings.
- ❖ Court Services - none
- ❖ Public Defender -written monthly report provided – 948 open cases on February 22, 2017
- ❖ Sheriff's Office/Court Security - none
- ❖ State's Attorney - none

5. Legislative Report and Update

A. Resolution opposing the creation of new State holidays

Committee Chairman Prochaska presented the resolution. The committee did not provide a motion to approve the resolution.

B. Resolution supporting HB 3127

Committee Chairman Prochaska presented the resolution. HB 3127 amends the Property Tax Code. Provides that all property used exclusively for public or conservation purposes belonging to a forest preserve district or a conservation district is exempt from taxation. HB 3127 amends the Illinois Drainage Code. HB 3127 provides that before any action may be taken by a drainage district regarding property owned or operated by a forest preserve district organized pursuant to the Downstate Forest Preserve District Act or a conservation district organized pursuant to the Conservation District Act, the drainage district shall first receive approval for the action from the board of commissioners of the forest preserve district or the

board of trustees of the conservation district. If passed the bill would be effective immediately.

Member Gilmour motioned to recommend approval to the County Board of Resolution Supporting HB 3127, second by Member Hendrix, motion passed unanimously.

6. Old Business

Committee Chairman Prochaska reminded the Committee that the Resolution for Amendment to the Board Rules of Order to merge the Judicial Legislative Committee and Public Safety Committee into one committee called the Law, Justice and Legislation Committee would be a topic on the next County Board meeting March 7. The Committee of the Whole discussed the topic on February 16 and forwarded the topic to the Board for action on March 7.

7. New Business - None

8. Action Items for County Board

Approve Resolution Supporting HB 3127

Resolution for Amendment to the Board Rules of Order to merge the Judicial Legislative Committee and Public Safety Committee into one committee called the Law, Justice and Legislation Committee

9. Public Comment - None

10. Executive Session - None

11. Adjournment

At 3:15pm, Member Hendrix motioned to adjourn, second by Member Gilmour, motion passed unanimously.

Respectfully submitted by Jeff Wilkins, County Administrator

RESOLUTION SUPPORTING HB 3127

WHEREAS, HB 3127 amends the Illinois Property Tax Code and the Illinois Drainage Code; and

WHEREAS, Kendall County feels that the relationship between Drainage Districts and Forest Preserve and Conservation Districts needs clarification; and

WHEREAS, Kendall County recognizes that the mission of Drainage Districts and Forest Preserve and Conservation Districts may be the same but also mutually exclusive; and

WHEREAS, Kendall County believes that all property used exclusively for public or conservation purposes belonging to a forest preserve district or a conservation district should be exempt from taxation, special assessments, other assessments, and fees; and

WHEREAS, Kendall County believes that before any action may be taken by a drainage district regarding property owned or operated by a forest preserve district organized pursuant to the Downstate Forest Preserve District Act or a conservation district organized pursuant to the Conservation District Act, the drainage district shall first receive approval for the action from the board of commissioners of the forest preserve district or the board of trustees of the conservation district; and

WHEREAS, HB 3127 clarifies the relationship of Forest Preserve Districts and Conservation Districts with Drainage Districts in a way that meets Kendall County's concerns; and

NOW, THEREFORE, BE IT RESOLVED BY THE KENDALL COUNTY BOARD, that the County of Kendall asks the Illinois General Assembly to pass HB 3127; and

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

BE IT FURTHER RESOLVED; that the County Board directs the County Administrator to draft a letter of thanks to be signed by the Chairman of the County Board to Rep. David Welter for sponsoring this legislation.



KENDALL COUNTY
ANIMAL CONTROL

Wednesday, February 22, 2017 at 8:30AM
County Office Building
County Board Rooms 209-210
111 W. Fox Street; Yorkville IL

MEETING MINUTES

Call to Order – The meeting was called to order by Committee Chair Elizabeth Flowers at 8:32a.m.

Roll Call

Committee Members Present: Elizabeth Flowers (Chair), Lynn Cullick (Vice Chair), Matthew Prochaska, Matt Kellogg. **With four members present, a quorum was established to conduct committee business.** John Purcell was (8:35am arrival)

Others present: Animal Control Director Laura Pawson, Dr. Gary Schlapp, County Administrator Jeff Wilkins

Approval of Agenda – Motion made by Member Cullick 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 November 16, 2016 meeting minutes, second by Member Cullick. **With all in agreement, the motion carried.**

Monthly Report – Laura Pawson reviewed the census and bite/euthanasia reports with the committee.

<u>DOGS</u>	<u>JANUARY</u>	<u>YEAR TO DATE</u>
Intakes:	26	34
Adopted:	9	13
Reclaimed:	11	14
Transferred:	3	6
Euthanized:	2	2

Total Dogs Available for Adoption: 4

Total Unavailable Dogs: 4

<u>CATS</u>	<u>JANUARY</u>	<u>YEAR TO DATE</u>
Intakes:	9	11
Adopted:	3	8
Reclaimed:	0	0
Transferred:	2	2
Euthanized:	0	0

Total Cats Available for Adoption: 2

Total Unavailable Cats: 1

Bite Report

January/Total: 6 Dogs 1 Cat

Visitors January: 97

Events/News

- February 11- 14 Meet Your Match Event results: 2 dogs/ 3 cats adopted
- Volunteer Orientation was held on Thursday, February 16 from 6:30pm-8pm
- Luna to be featured as Record Newspaper Pet of the Week.

Operations Report – Laura Pawson reported she is training two new staff. She would like to get quotes to install a fenced-area behind the trailer to create an area for pet introductions and play. Volunteers expressed support for the idea. Funds raised in 2014, 2015 and 2016 from the “Pictures in the Park” volunteer fundraiser would pay for the project.

The Committee and staff had a general discussion about use for walkie-talkies and a third line for the cell phones.

Laura Pawson reported she is gathering data for repetitive complaints of dogs running at large causing property damage and attacking other pets. Often times the dogs return home before impoundment. In such cases, no fines or fees are assessed causing frustration for owners of the injured pet or damaged property.

Accounting Report – Jeff Wilkins provided an overview of the annual financial report with the committee. Through January revenues exceeded expenditures by \$4,847.

Old Business – Approve 2017 Regular Meeting Schedule

Member Prochaska made motion to set the 4th Wednesday of each month at 8:30am as the regular meeting time for the Animal Control Committee, second by Member Purcell. Motion passed unanimously with 5 affirmative votes. The County Board will consider the item for action on March 7.

Executive Session – None

Member Purcell made a motion to reconvene in Open Session, second by Member Flowers.

With all in agreement, the motion carried, and the meeting reconvened in Open Session at 4:59p.m.

Action Items for the County Board - Approve 4th Wednesday of each month at 8:30am as the regular meeting time for the Animal Control Committee

Public Comment – None

Adjournment – Member Prochaska made a motion to adjourn the meeting, second to the motion by Member Purcell. **With all in agreement, the meeting was adjourned at 9:15am.**

Respectfully Submitted,

Jeff Wilkins
County Administrator

Amendment to the Board Rules of Order

Whereas, Article XX of the Board Rules of Order allow the County Board to amend their rules of order; and

Whereas, the County Board feels that the Judicial/Legislative and Public Safety Committees should be merged; and

Therefore be it resolved that Article XII, A, 3 & 8 of the County Board Rules of Order are hereby repealed; and

Be it further resolved that Article XII, A, 3 of the County Board Rules of Order is hereby replaced with the following:

Law, Justice, and Legislation

This Committee shall be the County Board's liaison to the County Sheriff's Office, KenCom (including E-911 system), E.M.A. (Emergency Management Agency), Coroner, Judiciary, State's Attorney's Office, the Circuit Clerk of the Court, Public Defender and Probation/Combined Court Services. They shall review, analyze, examine and recommend for approval ordinances requested by the Sheriff's Office. This committee shall report to the Budget and Finance Committee on behalf of the Sheriff, E.M.A., KenComm, Coroner, Judiciary, State's Attorney's Office, the Circuit Clerk of the Court, Public Defender and Probation/Combined Court Services. This committee shall report to the Budget and Finance Committee for: 1) analysis, review and preparation of budget recommendations; 2) monitoring the monthly financial operations in accordance with the approved budget; 3) and overseeing any revenue receipts and making recommendations for expenditures. In addition this committee shall also monitor legislation proposed at the State and Federal level that may impact the operation of the Kendall County Government, including coordinating with regional and statewide associations. Responsibilities also include those projects and duties assigned by Committee of the Whole and County Board Chairman.

And be it further resolved that, for the purposes of transition the membership of the Judicial/Legislative Committee shall become the membership of the Law, Justice, and Legislation Committee.