

**KENDALL COUNTY BOARD AGENDA
ADJOURNED JUNE MEETING**

**Kendall County Office Building, Rooms 209 & 210
Tuesday, September 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 the Proclamation for Constitution Week – September 17 through 23, 2017
 - B. Proclamation for National Suicide Prevention Awareness Month – September 2017
 - C. Approval of Release and Settlement Agreement between Plaintiff Carl Childers and Kendall County, Illinois in an amount of \$7,500 for settlement of all claims in case number 16-CV-5098 pending in the US District Court for the Northern District of Illinois
11. Old Business
12. Standing Committee Reports
 - A. Administration/HR
 1. Discussion on CASA sponsored Food Truck Event on Saturday, October 21, 2017
 - B. Facilities
 1. Approval of the Snow and Ice Removal Contract for one (1) year with two (2) one (1) year extensions in the amount of \$41,500.00 per season with Winninger Excavating Inc
 2. Approve Resolution Approving the First Amendment to the Kendall County Court Appointed Special Advocate Lease Agreement
 - C. Economic Development
 1. Reschedule the regular Economic Development Committee meeting from the 3rd Friday to the 4th Wednesday of every month at 9:30am
 - D. Finance Committee
 1. Approve claims in an amount not to exceed \$ 834,749.66 and August Petit Jurors in an amount not to exceed \$3,490.37
 2. Approve Coroner claims in an amount not to exceed \$ 2,832.14
 - E. Health & 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. Juvenile Justice Council
 - F. Board and Commissions Review Ad Hoc
14. Chairman's Report

Appointments

Jim Jensen – Board of Health – 3 year term – expires August 2020

Martin Myre – Big Slough Drainage District – 3 year term – expires September 2020

Announcements

Other Business

15. Citizens to be Heard
16. Questions from the Press
17. Executive Session
18. Adjournment

If special accommodations or arrangements are needed to attend this County meeting,
please contact the Administration Office at 630-553-4171, a minimum 24-hours prior to the meeting time.

**KENDALL COUNTY BOARD
ADJOURNED JUNE MEETING
August 1, 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, August 1, 2017 at 6:10 p.m. The Clerk called the roll. Members present: Chairman Scott Gryder, Lynn Cullick, Bob Davidson, Elizabeth Flowers, Judy Gilmour, Audra Hendrix, Matt Kellogg, Matthew Prochaska, and John Purcell.

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

THE MINUTES

Member Prochaska moved to approve the submitted minutes from the Adjourned County Board Meetings of 6/29/17 and 7/5/17. Member Kellogg seconded the motion. Chairman Gryder asked for a voice vote on the motion. All members present voting aye. **Motion carried.**

THE AGENDA

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

STANDING COMMITTEE REPORTS

Administration/HR

Cyber Liability

Member Cullick made a motion to approve the Wine Sergi Cyber Liability Insurance proposal option 1 in an amount not to exceed \$4,647.00. Member Flowers seconded the motion.

Members discussed what the coverage includes and what the county will have to do if we are hacked.

Chairman Gryder asked for a roll call vote on the motion. All members present voting aye except Davidson who voted nay. **Motion carried 8-1.**

Overpayment of Health Insurance Premium

Member Cullick made a motion to approve a refund of \$1,439.10 from account 0102-027-6547 to an employee for the overpayment of health insurance premium. Member Purcell 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 \$350,468.88 and Insurance Premiums in the amount of \$386,781.32. Member Kellogg seconded the motion.

COMBINED CLAIMS: FCLT MGMT \$108,488.55, B&Z \$1,069.99, ELECTION \$14,558.40, ED SRV REG \$136.00, SHRFF \$9,038.18, CRRCTNS \$15,126.19, MERIT \$225.00, EMA \$720.16, CRCT CT CLK \$334.33, JURY COMM \$96.07, CRCT CT JDG \$17,215.94, CRNR \$6,733.36, CMB CRT SRV \$16,979.07, PUB DFNDR \$1,829.51, ST ATTY \$2,318.42, EMPLY HLTH INS \$385,924.94, EMPLY BNFT PRGM \$1,606.38, OFF OF ADM SRV \$80.00, CO BRD \$187.69, TECH SRV \$7,992.60, CONTINGEN \$4,333.57, CAP EXPND \$3,937.38, CO HWY \$7,358.93, CO BRDG \$334.44, TRNSPRT SALES TX \$61,563.84, HLTH & HMN SRV \$12,849.09, FRST PRSRV \$444.32, ELLIS HS \$716.68, ELLIS BRN \$294.14, ELLIS GRNDS \$831.17, ELLIS CMPS \$55.80, ELLIS RDNG LSSNS \$179.00, ELLIS BDAY PRTIES \$85.00, ELLIS WDDNGS \$2,530.00, HOOVER \$1,100.04, ENV ED CMPS \$94.65, GRNDS & NTRL RSRCS \$983.42, ANML CNTRL EXPND \$252.45, ANML CNTRL EXPS \$81.41, CO RCDR DOC STRG \$533.80, DRG ABS EXPND FND \$359.12, HIDTA \$9,977.12, CMSRY FND \$1,842.10, COOK CTY REIMB FND \$7,667.52, CRT SEC FND \$3,013.34, LAW LBRY \$8,854.00, PRBTN SRV \$6,754.56, KC DRG CRT FND \$1,468.18, GIS \$281.55, VAC \$3,753.86, CRNR SPCL FND \$313.94, FP BND PRCDs '07 \$3,745.00

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 \$7,047.30. Member Flowers 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.**

Bond Refinancing

Member Cullick made a motion to approve the bond refinancing for Series 2007B and 2009. Member Flowers seconded the motion.

Members discussed the scenario of extending the bond one year which would be a savings of \$667,155 compared to extending 3 to 5 years which would cost the county more money. The payments in years 2019, 2020 and 2021 would also decrease about \$600,000.

Chairman Gryder asked for a roll call vote on the motion. Members voting aye include Cullick, Flowers, Kellogg, Prochaska and Purcell. Members voting nay include Davidson, Gilmour, Gryder and Hendrix. **Motion carried 5-4.**

Animal Control

Amend the Standard Operating Procedure

Member Flowers moved to approve the amendment to the Animal Control Standard Operating Procedure for adopted dogs and cats to include a 3 business day return policy (Section 8, page 23). Member Kellogg seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

Mobil Office

Scott Koeppel, acting County Administrator, stated that the State's Attorney's Office has reviewed the contract for the purchase and has some concerns. They can continue to lease the trailer month to month.

Member Hendrix moved to forward the approval of the Animal Control Mobil Office purchase to the Committee of the Whole meeting. Member Purcell seconded the motion. Chairman Gryder asked for a voice vote on the motion. All members present voting aye. **Motion carried.**

Labor and Grievance

Member Hendrix stated they discussed the future of the committee and the importance of retaining the committee. They will have meetings based on need.

STANDING COMMITTEE MINUTES APPROVAL

Member Prochaska moved to approve all of the Standing Committee Minutes and Reports. Member Gilmour 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 10 year extension agreement with the Village of Montgomery. The IGA and the Assignment of the contract with New World; they still have not signed it.

Housing Authority

Member Prochaska stated that they will meet on August 25, 2017 they will discuss some of the new requirement from the new administration.

Historic Preservation

Meeting Time Change

Member Flowers moved to approve the change to the monthly Historic Preservation Commission meeting time from 7:00 pm on the third Wednesday of each month to 6:30 pm on the third Monday of each month starting in August 2017. Member Kellogg seconded the motion. Chairman Gryder asked for a voice vote on the motion. All members present voting aye. **Motion carried.**

Member Flowers reviewed the minutes in the packet from the 7/19/17 meeting.

Board of Health

Dr. Tokars reminded the board that the Electronic Recycling event is on August 5, 2017.

Juvenile Justice Council

Member Gilmour stated that the next meeting is on August 22, 2017.

CHAIRMAN'S REPORT

APPOINTMENT

Dr. Ken Kavanaugh – TB Board – 2 year term – Expires August 2019

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

Announcements

Cheryl Maraffio – TB Board – 3 year term – Expires August 2020

OTHER BUSINESS

The Kendall County Fair begins on Thursday and runs through Sunday.

EXECUTIVE SESSION

Member Cullick made a motion to go into Executive Session for (2) collective negotiating matters between the public body and its employees or their representatives, of deliberations concerning salary schedules for one or more classes of employees and (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 Davidson seconded the motion. Chairman Gryder asked for a roll call vote on the motion. All members present voting aye except Davidson and Purcell who voted nay. **Motion carried 7-2.**

ADJOURNMENT

Member Flowers 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 2nd day of August, 2017.

Respectfully submitted by,
Debbie Gillette
Kendall County Clerk

PROCLAMATION FOR CONSTITUTION WEEK

_____ - _____

Whereas: September 17, 2017 marks the two hundred thirtieth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

Whereas: It is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary; and to the patriotic celebration which will commemorate the occasion; and

Whereas: Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week;

NOW, THEREFORE I, Scott R. Gryder by virtue of the authority vested in me as County Board Chairman of the County of Kendall, Illinois do hereby proclaim the week of September 17 through 23 as **CONSTITUTION WEEK**

AND ask our citizens to reaffirm the ideals of the Framers of the constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained, and reflect on the privilege of being an American with all the rights and responsibilities which that privilege involves.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the County of Kendall, Illinois to be affixed this 5th day of September of the year of our Lord two thousand seventeen.

Attest:

Scott R. Gryder, County Board Chairman

Debbie Gillette, County Clerk and Recorder



COUNTY OF KENDALL, ILLINOIS

PROCLAMATION

September is National Suicide Prevention Awareness Month

Whereas: September is known as National Suicide Prevention Awareness Month which helps promote resources and awareness around the issues of suicide prevention. It teaches how to help others and how to talk about suicide without increasing the risk of harm; and

Whereas: Suicidal thought can affect anyone regardless of age, gender or background; and

Whereas: Suicide is the third leading cause of death among young people; and

Whereas: Kendall County, Illinois is no different than any other community in the country, but chooses to publicly state and place our full support behind local educators, mental health professionals, athletic coaches, pack leaders, and parents, as partners in supporting our community in simply being available to one another; and

Whereas: Local and national organizations like Suicide Prevention Services are on the front lines of a battle that many still refuse to discuss in public: and

Whereas: The youth of our community should understand that throughout life's struggles we all need the occasional reminder that we are all fighting our own battles: and

Whereas: We encourage all residents to take the time to inquire as to the wellbeing of their family, friends, and neighbors over the next few days and to genuinely convey their appreciation for their appreciation for their existence by any gesture they deem appropriate.

NOW, THEREFORE I, Scott R. Gryder by virtue of the authority vested in me as County Board Chairman of the County of Kendall, Illinois do hereby proclaim the month of September 2017, as National Suicide Prevention Awareness Month in the County of Kendall.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the County of Kendall, Illinois to be affixed this 5th day of September, 2017

Attest:

Scott R. Gryder, County Board Chairman

Debbie Gillette, County Clerk and Recorder

COUNTY OF KENDALL, ILLINOIS
ADMINISTRATION HUMAN RESOURCES COMMITTEE
Meeting Minutes
Monday, August 7, 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	Here		
Lynn Cullick	Here		
Elizabeth Flowers	Present		
John Purcell		5:32p.m.	

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

Others Present: Jill Ferko, Scott Koeppel, Mike Neuenkirchen

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES – July 19, 2017

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

DEPARTMENT HEAD AND ELECTED OFFICIAL REPORTS

Treasurer's Office – County Treasurer Jill Ferko informed the committee about a non-discrimination testing for the flexible spending survey (to ensure the County is in compliance with the IRS guidelines) that was to be sent to the former HR Coordinator to be completed in January 2017, but was never submitted by Administration, was completed and submitted by her office today.

Ms. Ferko also informed the committee that this week, Mr. Jones will finalize the waiver, documentation, and payment to the employee that was overcharged on their insurance premium for several months earlier in the year.

Ms. Ferko will forward a copy of the Digital Enrollment Summary of benefits that was provided by Jim Pajauskas (CBIZ) to the Committee.

Administrative Services Office – Scott Koepfel updated the committee about the WSPY FOIA from May 2017 that was fulfilled in its entirety by the Administration FOIA Officer, but was challenged by Doug Nelson and WSPY, and sent to the Illinois Attorney General’s Office for review. Leslie Johnson from the Kendall County State’s Attorney’s Office sent a response and all documentation to the Illinois Attorney General PAC Officer on August 3, 2017, and awaits further correspondence. Mr. Koepfel will continue to update the committee.

Mr. Koepfel updated the committee on the posting of the County Administrator Position, the various places it has been posted, as well as the costs for advertising. The posting has also been sent through the Economic Development news blast to the municipalities. All resumes and questions are being sent directly to the County Clerk.

Mr. Koepfel reported that he and Latreese Caldwell continue budget meetings with department heads under the County Board, and will finish those meetings next week.

Mr. Koepfel stated that he received documents from Rich Ryan at Wine Sergi regarding the Cyber Liability Insurance. Mr. Koepfel asked for clarification of extending the insurance out to December 1, 2018 to co-term with the County’s other insurance. **There was consensus by all five committee members to extend the insurance to December 1, 2018.**

Mr. Koepfel also asked the committee for direction concerning the bill for the Tyler records management for the Sheriff’s Office. Mr. Koepfel stated that KenCom did not sign the assignment agreement from the County. As of July 1, 2017, the County owed Tyler approximately \$70,000, but payment was never made, and Mr. Koepfel does not have a current invoice, because KenCom has yet to sign the agreement for the next ten-years. **There was consensus by all five members of the committee to contact Tyler, asking for a current invoice with the \$67,000 quoted in the assignment agreement already approved by the County Board.**

COMMITTEE BUSINESS

- *Approval for Kendall Area Transit to dispose of one 2009 12-passenger light-duty Paratransit Bus with 169,000 miles, and one 2009 12-passenger light-duty Paratransit Bus with 178,000 miles* – Mike Neuenkirchen provided the committee with two vehicles that are no longer needed as part of the fleet. Mr. Neuenkirchen asked the committee for approval to put both vehicles out for bid. Mr. Neuenkirchen hopes to report back to the Board in early September. **There was consensus by all five of the committee members to proceed with the bid process and disposal of the two vehicles.**

Mr. Neuenkirchen also reported that the Village of Lisbon sent a letter to Kendall Area Transit (K.A.T.) stating that they are no longer able to make any contributions to Kendall Area Transit. Mr. Neuenkirchen stated that the ridership for the Village is consistently very low. Basic service will still be available for Lisbon citizen’s as needed.

- *Employee Recognition* – Discussion on options other than an annual picnic. Item to be discussed at the August 23, 2017 meeting in more detail.
- *Employee Handbook Revisions* – The committee was provided a copy of the first half of the handbook that was reviewed by ASA Leslie Johnson for review and discussion at the next meeting.

ITEMS FOR COMMITTEE OF THE WHOLE - None

ACTION ITEMS FOR COUNTY BOARD

PUBLIC COMMENT – None

EXECUTIVE SESSION – Not needed

MEETING ADJOURNMENT

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

This meeting was adjourned at 6:25p.m.

Respectfully Submitted,

Valarie McClain
Recording Secretary

COUNTY OF KENDALL, ILLINOIS
ADMINISTRATION HUMAN RESOURCES COMMITTEE
Meeting Minutes
Wednesday, August 23, 2017

CALL TO ORDER - Committee Chair Lynn Cullick called the meeting to order at 8:30a.m.

ROLL CALL

Attendee Name	Status	Arrived	Left Meeting
Judy Gilmour	Yes		
Matthew Prochaska	Here		
Lynn Cullick	Here		
Elizabeth Flowers	Present		9:39a.m.
John Purcell		8:36a.m.	

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

Others Present: Lisa Bowen, Don Clayton, Leslie Johnson, Bob Jones, Scott Koeppel, Undersheriff Harold Martin, Andy Nicoletti, Tracy Page

APPROVAL OF AGENDA

Motion: Member Gilmour
 Second: Member Flowers
RESULT: Approved with a 4-0 Voice Vote

APPROVAL OF MINUTES – August 7, 2017

Motion: Member Flowers
 Second: Member Prochaska
RESULT: Approved with a 4-0 Voice Vote

DEPARTMENT HEAD AND ELECTED OFFICIAL REPORTS

Treasurer's Office – Chief Deputy Treasurer Bob Jones reviewed the monthly reports with the committee. Mr. Jones stated that he completed the CBIZ renewal census survey that was due this week, and that

Administrative Services – Scott Koeppel briefed the committee on a FOIA software that IT has been researching. Mr. Koeppel explained the process for employees, and for citizens to utilize. Mr. Koeppel also explained the benefits of the software for employees and citizens.

Lisa Bowen, Sheriff's Office Records Manager, stated that having online interaction with other employees would assist them in streamlining the process and efficiency.

Ms. Johnson reported that the State's Attorney's Office FOIA requests for this year is has already increased by 64%, and the number of requests from a media outlet has more than doubled, and requests from inmates has doubled as well. She said that requests for legal opinions and assistance from other County offices has also doubled this year. Ms. Johnsons explained the process that is required for FOIA's, and the time it takes to research, redact, and copy documentation for FOIA requests. Ms. Johnson stressed the need for a FOIA program that will assist with standardizing of forms, online posting of FOIA's, the ability to share FOIA's between offices/departments, complete record tracking, reduction in postage, and reduction of time spent responding to FOIA requests, and direct FOIA requests to the appropriate office, department or jurisdiction.

Koeppel stated that the software cost quoted is approximately \$10,000 per year depending on the number of modules needed. Mr. Koeppel said the software would make the County Criminal Justice Information Systems (CJIS) compliant for the Sheriff's Office. Mr. Koeppel showed the committee the software set-up for McLean County.

Undersheriff Martin emphasized that the Sheriff's Office receives over 100 FOIA requests per month, and often involves more than one employee, more than one department or office, and many, many personnel hours devoted to response and completion of FOIA requests.

The committee asked Mr. Koeppel to contact McLean County for statistics and satisfaction of use on the software and final pricing for Kendall County to the next meeting.

Technology Department – Scott Koeppel informed the committee of an advertised CASA Food Truck event with a beer garden at the County Health Department parking lot on October 21, 2017. Mr. Koeppel contacted Rich Ryan of Wine Sergi to check on the insurance requirements for such an event, and after discussion with Chair Gryder, Chair Gryder denied the request for sale of any alcohol on County property. Mr. Koeppel asked for direction on who is responsible for purchase of the insurance, authorization for CASA to hold this type of event on County property, who granted permission for the event, county policies concerning events, and the County's lease with CASA, work on renewal of the current lease agreement, and the necessity of an agreement between the County and CASA for this event. Mr. Koeppel to contact CASA regarding insurance, and to work with the State's Attorney's office on an agreement between the County and CASA for the proposed event. **There was consensus for the item to be forwarded to the County Board, and invite CASA to the September 5, 2017 County Board meeting for further discussion.**

COMMITTEE BUSINESS

- *Approve FY2018 GIS Aerial Flight RFP posting* – Member Prochaska made a motion to approve the FY2018 GIS Flight RFP posting, second by Member Cullick. Andy Nicoletti updated the committee on state requirement for the Assessment Office to have updated maps available in his office. Mr. Clayton will post the RFP for aerial flights in the fall. Mr. Koeppel will include the item in the 2018 budget request for GIS. **The motion passed by a 5-0 vote.**
- *Employee Recognition* – Discussion on options other than an annual picnic. There was consensus of 4-0 by the committee to host pizza parties at several locations

(different days and times) on September 11, October 5, and October 17. County Board members will join employees at each party to “meet and greet” and get better acquainted.

- *Review of Employee Handbook Revisions* – The committee was provided a copy of the first half of the handbook that was reviewed by ASA Leslie Johnson for review and discussion. **Item tabled to a future meeting.**

ITEMS FOR COMMITTEE OF THE WHOLE - None

ACTION ITEMS FOR COUNTY BOARD - None

PUBLIC COMMENT – None

EXECUTIVE SESSION – Member Prochaska made a motion to enter into Executive Session for the purpose of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body 5 ILCS 120/2 (1), second by Member Gilmour.

Roll call: Member Gilmour - yes, Member Cullick - yes, Member Prochaska – yes. **With three members in agreement, the committee entered into Executive Session at 10:33a.m.**

The committee reconvened in Open Session at 10:58a.m.

MEETING ADJOURNMENT

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

This meeting was adjourned at 10:59a.m.

Respectfully Submitted,

Valarie McClain
Administrative Assistant and Recording Secretary

KENDALL COUNTY ILLINOIS

Economic Development Committee

Meeting Minutes
Friday, August 18, 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, Lynn Cullick, Matt Kellogg
Committee Members Absent: Elizabeth Flowers, Scott Gryder

Staff Present: Andrez Beltran, Economic Development and Special Projects Coordinator,
Members of the Public:

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

Approval of Meeting Minutes – Member Kellogg made a motion to approve the meeting minutes from the June 16 meeting. Seconded by Member Cullick. **Approved 3-0.**

Committee Business

Lucky's Beef N Dogs Reimbursement in the amount of \$1,453

Mr. Beltran explained that due to a clerical error a revised closing cost invoice had not gotten to the County before the closing was made. As such this amount would be reimbursing the overpayment.

Member Cullick made the motion to approve. Member Kellogg seconded. **Approved 3-0.**

Reconsider Economic Development meeting dates and time

Chair Hendrix stated that in an attempt to get more businesses to attend Committee meetings, the time was placed to Fridays at 9 a.m. However, as more businesses have not participated, the Committee should reconsider the time to be more convenient for Committee members. The Committee discussed possible times and conflicts with other Committees.

The Committee settled on the 4th Wednesday of every month at 9:00 a.m. Member Cullick made the motion. Member Kellogg seconded. **Approved 3-0.**

Discussion: 2017 Strategic Planning

Mr. Beltran stated that he had created a vision and mission statement out of the discussion from the previous Committee meetings. The Committee members agreed that both captured the purpose of Kendall County Economic Development.

Chair Hendrix asked the Committee if they wished to put the Strategic Planning on hold until the Recapture Strategy is complete. She continued that as it is a major component of economic development strategy it would be premature to set plan while it was not resolved. The other Committee members agreed.

KENDALL COUNTY ILLINOIS

Economic Development Committee

Updates and Reports

Revolving Fund Loans

- *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.

- *Biannual Income Report*

Mr. Beltran handed out the Biannual Income Report. He stated that it was used to project future income uses for the budget season.

Economic Indicator Dashboard

Mr. Beltran stated that the quarterly Economic Indicator Dashboard was included in the packet. He continued that over all signs point to the economy continuing to improve.

Luck Beef n Dogs Grand Opening: August 19, 2017 at 1:00 p.m.

Mr. Beltran stated that Lucky's was having its grand opening that weekend, but would be unable to attend due to a schedule conflict. Chair Hendrix encouraged the members of the Committee to attend as she would try to. Both Member Cullick and Kellogg stated they would go.

Manufacturing Day: October 6, 2017

Mr. Beltran stated that October 6, 2017 is National Manufacturing Day. He explained that participation ranged from resolutions to company tours and other community events. He asked the Committee what type of participation, if any, they would like to do.

The Committee discussed options and if any other events were going on. Mr. Beltran stated he was not aware of any. The committee decided to have a resolution for this year. Chair Hendrix also stated she would like to go on site visits. Member Cullick stated when she visited Win Soon in Oswego it was enlightening. The committee agreed that either Wrigley or Plano Synergy may be good options for future visits.

Chairwoman's Report

Chair Hendrix updated the Committee on the status of the Revolving Loan Fund Recapture Strategy. She stated that the Strategy had returned from the State's Attorney Office, and staff was in the process of addressing the comments they were able.

Public Comment – None

Executive Session - None

Adjournment

At 9:38 a.m., Member Cullick made to adjourn. Chair Hendrix seconded. With no objection, the meeting adjourned.

Respectfully Submitted,

KENDALL COUNTY ILLINOIS

Economic Development Committee

Andrez P. Beltran
Economic Development and Special Projects Coordinator

COUNTY OF KENDALL, ILLINOIS
BUDGET & FINANCE COMMITTEE
Meeting Minutes for Thursday, August 10, 2017

Call to Order

Committee Chair John Purcell called the Budget and Finance Committee to order at 5:52p.m.

Roll Call

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

Others Present: RaeAnn VanGundy, Scott Koepfel

Claims Review and Approval – Member Prochaska made a motion to forward the Approval of Claims in an amount not to exceed \$1,082,608.73, Coroner Claims in an amount not to exceed \$989.25, and Grand Juror Claims (8-15-2017) in an amount not to exceed \$512.07, second by Member Cullick. **With five members present voting aye, the motion carried by a vote of 5-0.**

Department Head and Elected Official Reports – None

Items from Other Committees

Facilities Committee – Member Davidson informed the committee that they continue work on the budget and hope to have it ready for review by the Finance Committee next month.

Legislation – Member Prochaska updated the committee on the State of Illinois and the funding cuts for local and County governments. Mr. Prochaska reported there is a possible lawsuit, and will hopefully have additional information by the end of the month. Mr. Davidson expressed his support in Kendall County being the lead in pursuing a lawsuit against the state.

Highway – Member Kellogg stated that Fran Klaas presented his flat budget and the flat levy for FY18 to the Highway Committee at the last meeting.

Items of Business

- *Approval of the Ordinance Authorizing the Issuance of \$18,000,000 General Obligation Alternate Bonds of the County of Kendall, Illinois for the Purpose of Refunding Outstanding Alternate Bonds* – Member Purcell stated that this is the next step when going through the refunding of bonds. The committee also reviewed the costs from 2016, and the estimated costs from Speer Financial for this year. Motion by Member Prochaska, second by Member Kellogg to forward the item to the County Board for approval. **With a vote of 5-0, the motion carried.**

- *FY18 Budget* – The committee reviewed the Fund Balances – Cash Basis reports as of July 31, 2017 provided by Latreese Caldwell. Discussion on various funds including Economic Development, GIS, and Animal Control.

Public Comment – None

Questions from the Media – None

Items for Committee of the Whole - None

Items for the County Board

1. *Approval of the Ordinance Authorizing the Issuance of \$18,000,000 General Obligation Alternate Bonds of the County of Kendall, Illinois for the Purpose of Refunding Outstanding Alternate Bonds*
2. *Approval of Claims in an amount not to exceed \$1,082,608.73, Coroner Claims in an amount not to exceed \$989.25, and Grand Juror Claims (8-15-2017) in an amount not to exceed \$512.07*

Executive Session – Not needed

Adjournment – Member Cullick made a motion to adjourn the Budget and Finance Committee meeting, second by Member Prochaska. **The meeting was adjourned at 6:21p.m. by a 5-0 vote**

Respectfully submitted,

Valarie McClain
Administrative Assistant and Recording Secretary

COUNTY OF KENDALL, ILLINOIS
BUDGET & FINANCE COMMITTEE
Meeting Minutes for Thursday, August 24, 2017

Call to Order

Committee Chair John Purcell called the Budget and Finance Committee to order at 5:52p.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: Scott Koeppel

Claims Review and Approval – Member Prochaska made a motion to forward the Approval of Claims in an amount not to exceed \$834,749.66, Coroner Claims in an amount not to exceed \$2,832.14, and Petit Juror Claims (August 2017) in an amount not to exceed \$3,490.37, second by Member Kellogg. **With five members present voting aye, the motion carried by a vote of 4-0.**

Department Head and Elected Official Reports – None

Items from Other Committees

Facilities Committee – Member Davidson

Administration – Scott Koeppel reported that he continues working on budgets for the Administration Office and County Board, and will have them completed soon. Mr. Koeppel reported the budget submission deadline was August 21, 2017, and that a few offices/departments had yet to submit their budgets. **Member Prochaska asked Mr. Koeppel for a list of those offices/departments not submitting budgets within the specified timeframe.**

Discussion on the Dental Clinic at the Kendall County Health Department. The committee had concerns/questions as follows:

1. Who covers the cost of insurance for the Dental Office?
2. Who pays for the major upgrade to electrical circuit, and additional water lines required to operate?
3. Who pays for the new staff required to operate the dental clinic?

Member Cullick will talk with Chairman Gryder to schedule a SPECIAL COW/Admin HR meeting to discuss the Dental Clinic in more detail.

Legislation – Member Prochaska stated that he believes the County’s Personal Property Tax Replacement Tax number will be affected by recent budget bill and the state will take an agency handling fee as well. Member Prochaska will continue to update the committee as he receives additional information.

Mr. Prochaska also reported that UCCI and its counsel believe they have a cause to action, however, UCCI plans to meet with the four leaders, warn them of the action, and tell them to either fix it by special legislation or they will go to court. Member Prochaska will update the committee as he receives additional information.

Highway – Discussion on consulting engineering firms, the bid process, requests for qualifications, professional services, and firms that the county has worked with previously. Scott Koepfel to provide list to Member Kellogg.

Items of Business

- *Dissolution of Community Meals for Seniors Program* – Discussion on the program’s decision to dissolve. Scott Koepfel to contact group to determine how/if they used the first award installment, and notify Treasurer Jill Ferko to withhold second award installment. **There was a 4-0 consensus by the committee to withhold the 2nd installment of the senior levy award, and return the \$1,000 to the general fund.**

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 \$834,749.66, Coroner Claims in an amount not to exceed \$2,832.14, and Petit Juror Claims (August 2017) in an amount not to exceed \$3,490.37

Executive Session – Not needed

Adjournment – Member Kellogg made a motion to adjourn the Budget and Finance Committee meeting, second by Member Prochaska. **The meeting was adjourned at 6:32p.m. by a 4-0 vote**

Respectfully submitted,

Valarie McClain
Administrative Assistant and Recording Secretary

COUNTY OF KENDALL, ILLINOIS
Health & Environment Committee
Monday, July 17, 2017
Meeting Minutes

CALL TO ORDER

The meeting was called to order by Chair Judy Gilmour at 8:34a.m.

ROLL CALL

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

Members Absent: John Purcell

Member Flowers arrived at 9:02a.m.

Others Present: Megan Andrews KC Soil & Water District, Dr. Amaal Tokars, KC Health Department, Steve Curatti, KC Health Department

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

APPROVAL OF MEETING MINUTES – Member Prochaska made a motion to approve the meeting minutes from June 19, 2017, second by Member Giles. **With three members present voting aye, the motion carried.**

STATUS REPORTS

- **Board of Health** – No report
- **Health Department** – Dr. Tokars distributed copies of the NACO Prescription Discount Card, and a flyer regarding the Low-fee Dental Discounts and Low-fee Health Discounts that are now being offered to Kendall County residents. Dr. Tokars also provided an update on NACO, and stated that her staff will contact local medical and dental offices with information about the new programs being offered.

Steve Curatti updated the committee on West Nile Virus, and how the Health Department has continued to educate the community on the disease. Mr. Curatti stated that is eighty degrees and eighty percent humidity are the prime settings for mosquito infestations and breeding increase.

This year there are fourteen traps set throughout the County, and they have detected the disease in the County every year that they have had traps set. The best time for the disease to take affect is in dry, yucky weather where warm water just sits and stagnates. So far this season, Environmental Health has performed 46 individual tests on our traps. From those 46 tests, there have been three positive pools. The Health Department continues its work with

the forest preserve district, park districts, and other local entities, as well as posting information on Facebook and local newspapers about the importance of protecting yourself from mosquito bites, and seeking treatment as needed. Mr. Curatti stated there have been over 3,200 dogs in Illinois that have been infected with West Nile disease this year.

Mr. Curatti also reported that the Health Department has increased Lyme Disease surveillance in the past two years by the use of tick drags in Forest Preserves and on trails, where they collect ticks that have jumped onto a cloth. Ticks are known to be in tall grass and bushes where ticks do “questing”, where they seek carbon dioxide and heat, and become active in temperatures of 43 degrees and above. The tick dragging allowed the Health Department to identify nine deer ticks last year that tested positive with Lyme Disease. This year the Health Department has collected 16 ticks that they will send for testing. The Health Department continues to meet with Rush Copley and other local entities to educate physicians about Lyme Disease and treatment of the disease.

- **Kendall County Soil and Water District** – Megan Andrews reported that Jenny Wold is busy with additional preparations for the Summer Ag Institute that is held for local teachers. Last week the teachers toured a local mint farm, a couple of dairy farms, as well as tours of food processing and food flavoring.

Ms. Andrews and Ms. Wold will participate once again in the annual Kendall County Fair from August 3 – 6, 2017. They are normally stationed in the Family Fun Activity Tent located near the chicken and duck building on the fairgrounds, and Ms. Andrews invited the committee to stop by.

Ms. Andrews stated that the Summer Conference is an annual business meeting where all of the State Soil & Water Districts meet in Springfield. This year they will continue work on strategic planning at meetings next Monday and Tuesday. In addition to the state-wide effort, the KC Soil & Water is having their own strategic planning conducted by someone from Northern Illinois University this fall.

Ms. Andrews also reported that state funds were allocated for soil & water districts, but have not been released as yet. They continue waiting for information on when the funding will be released.

- **Water Related Groups** – No report

OLD BUSINESS – Dr. Tokars reminded the committee about the upcoming Electronic Recycling Day on August 5, 2017 from 8:00a.m. to noon in the Courthouse parking lot.

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 Flowers. **The meeting was adjourned at 9:24a.m.**

Respectfully Submitted,

Valarie McClain
Recording Secretary

COUNTY OF KENDALL, ILLINOIS
COMMITTEE OF THE WHOLE
Thursday, August 10, 2017

CALL TO ORDER AND PLEDGE OF ALLEGIANCE - The meeting was called to order by County Board Chair Scott Gryder at 4:00p.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		4:08p.m.	

Others present: ASA Leslie Johnson, Scott Koeppel, Amaal Tokars

OLD BUSINESS

From August 1, 2017 County Board Meeting:

- *Approval of the Animal Control 10' x 40' Mobil Office purchase from Acton Mobile Industries in the amount of \$9,800.00 from account #3401-000-6650 – Member Cullick informed the committee that the county has been leasing this trailer for approximately one-year, and the committee felt that it was the right time to purchase the trailer. Discussion on leasing versus purchasing the trailer currently placed at the Animal Control facility for office personnel, insurance costs now and if purchased, clarification of maintenance responsibilities, no warranties once trailer is purchased, and an issue raised by the Warden regarding a needed additional restroom in the main building.*

From Planning, Building & Zoning Committee:

- *Petition 17-14-Kendall County Zoning Board of Appeals
Request: Text Amendment to Section 13.01.B.9 of the Kendall County Zoning Ordinance
Purpose: Amendment Would Set Guidelines for the Calling of Meetings on Items that Require a Public Hearing and for the Calling of Meetings on Items that do not Require a Public Hearing as Defined by State Law – Matt Asselmeier, Senior Planner explained the current requirement of posting all agendas, hearings, etc. in the local*

newspaper 15-days in advance before the committee could meet. The PBZ committee voted 0-5 against the recommendation, but state statute requires the item to be voted on by the full County Board.

- *Petition 17-15-Kendall County Zoning Board of Appeals*
Request: Text Amendment to Section 13.01.B.11 of the Kendall County Zoning Ordinance
Purpose: Amendment would Reduce the Number of Votes Required for the Zoning Board of Appeals to Reverse any Order, Requirements, Decision or Determination of the Zoning Administrator, or to Decide in Favor of the Applicant any Matter upon which It Is Authorized by the Ordinance to Render Decisions from Four to Three on Boards Consisting of Five Members and from Five to Four on Boards Consisting of Seven Members – Mr. Asselmeier stated that the Zoning Board of Appeals has seven members and under state law they are supposed to have four votes to take action on matters that come before them, but state law was changed a few years ago from five to four members. Mr. Asselmeier stated there were concerns about meeting requirements, the number needed for a quorum, the number needed for a vote to reverse any items, and compliance with state law. There was a 3-2 vote by the PBZ Committee.

The State's Attorney's Office will review the petition regarding the County's ability to make the proposed changes and relay the information to the County Board prior to the next Board meeting.

- *Approval to Sign and Send Letter RE: Illinois Noxious Weed Law to Mayors and Township Supervisors* – Matt Asselmeier explained the content of the letter, and the reasoning for sending it to the County Mayors and Township Supervisors.
- *Discussion of Hideaway Lakes Special Use Permit* – Discussion on the PBZ and Health Department violations at Hideaway Lakes, and an update on Mr. Tanner's compliance in ensuring compliance and correction of any violations as of the inspections by PBZ and the Health Department personnel on August 7, 2017.
- Chief Mike Vessing, Oswego Fire Chief, provided insight on the struggles that his district faces when responding to calls for the campground, including: access bridges unable to withstand the weight of the fire trucks, and the need to bring in extra, lighter equipment to handle situations occurring onsite, ongoing concerns over potential for injury to fire personnel and campers, and inadequate signage that would direct fire personnel to the appropriate areas of the facility.

Mr. Tanner answered questions from the Board on events that occur at the facility, large capacity crowds for events held on onsite, the maximum capacity of the facility, long-term residents on the property, inadequate signage, unregistered vehicles onsite, registered voters listing the campground as their permanent home address, criminal history of the campground, and the increased number of responses by the Kendall County Sheriff Deputies to the campground for called in complaints.

NEW BUSINESS - None

PUBLIC COMMENT – None

QUESTIONS FROM THE MEDIA – None

CHAIRMAN'S REPORT

Kendall County Electronic Recycling Day: Dr. Tokars reported the event as very successful, and thanked the Kendall County Sheriff's Office, Highway Department, the Judicial Office, and Will County for their assistance in organizing the event. Dr. Tokars said there were never more than 10 cars in the line at any time, and residents left very satisfied.

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

Action Items included:

- *Approval of the Animal Control 10' x 40' Mobil Office purchase from Acton Mobile Industries in the amount of \$9,800.00 from account #3401-000-6650*
- *Petition 17-14-Kendall County Zoning Board of Appeals
Request: Text Amendment to Section 13.01.B.9 of the Kendall County Zoning Ordinance
Purpose: Amendment Would Set Guidelines for the Calling of Meetings on Items that Require a Public Hearing and for the Calling of Meetings on Items that do not Require a Public Hearing as Defined by State Law*
- *Petition 17-15-Kendall County Zoning Board of Appeals
Request: Text Amendment to Section 13.01.B.11 of the Kendall County Zoning Ordinance
Purpose: Amendment would Reduce the Number of Votes Required for the Zoning Board of Appeals to Reverse any Order, Requirements, Decision or Determination of the Zoning Administrator, or to Decide in Favor of the Applicant any Matter upon which It Is Authorized by the Ordinance to Render Decisions from Four to Three on Boards Consisting of Five Members and from Five to Four on Boards Consisting of Seven Members*
- *Approval to Sign and Send Letter RE: Illinois Noxious Weed Law to Mayors and Township Supervisors*

EXECUTIVE SESSION – Member Cullick made a motion to enter into Executive Session for the purpose of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body 5ILCS 120/2 (1), and for the purpose of Litigation when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, 5ILCS 120/2 (11), second by Member Prochaska.

Roll Call: Member Cullick – yes, Member Davidson – yes, Member Giles – yes, Member Gilmour – yes, Member Gryder – yes, Member Hendrix – yes, Member Kellogg – yes, Member Prochaska – yes, Member Purcell – yes. **With nine members present voting aye, the committee entered into Executive Session at 5:38p.m.**

The committee reconvened in Open Session at 5:45p.m.

ADJOURNMENT – Member Prochaska moved to adjourn the meeting at 5:46p.m., Member Cullick seconded the motion. **The motion was unanimously approved by a 9-0 voice vote.**

Respectfully Submitted,

Valarie McClain
Administrative Assistant and Recording Secretary

COUNTY OF KENDALL, ILLINOIS
Special Committee of the Whole Meeting
August 21, 2017
Meeting Minutes

Scott Gryder called the meeting to order at 4:19p.m. at Wheeler Farms.

Board Members Present: Scott Gryder, Matt Kellogg, Matthew Prochaska

County Personnel Present: David Guritz, KC Forest Preserve District Director, Scott Koepfel, Technology Director and Acting County Administrator, Mike Neuenkirchen, Kendall Area Transit Program Director, Dr. Amaal Tokars, KC Health Department Executive Director

Member John Purcell arrived at 4:40p.m.

Chairman Gryder made introductions, and spoke about the importance of farming in Kendall County.

The group toured Wheeler Farms. Meeting temporarily recessed at 5:15p.m.

Meeting resumed at 5:30p.m. at Stewart Farms with a PowerPoint presentation of farm operations for everyone in attendance, by Bob Stewart. The group then toured Stewart Farms.

Member Kellogg left the meeting at 6:20p.m.

Dinner was provided to the group by the Stewart family, and information was presented by the Kendall County Farm Bureau.

The meeting adjourned 7:22p.m.

Scott Koepfel
Technology Director and Acting County Administrator

KENDALL COUNTY
Historic Preservation Commission
Kendall County Office Building
Rooms 209 & 210
111 W. Fox Street, Yorkville, Illinois
6:30 p.m.

Meeting Minutes of August 21, 2017-Unofficial Until Approved

CALL TO ORDER

The meeting was called to order at 6:30 p.m.

ROLL CALL

Present: Elizabeth Flowers, Kristine Heiman and Jeff Wehrli

Absent: Melissa Maye

Also present: Matt Asselmeier, Senior Planner

In the audience: None

APPROVAL OF AGENDA

Ms. Flowers made a motion, seconded by Mr. Wehrli, to approve the agenda. 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 July 19, 2017 meeting. With a voice vote of three ayes, the motion carried.

CHAIRMAN'S REPORT

None

PUBLIC COMMENT

None

NEW BUSINESS

Approval of Kristine Heiman as Chairwoman of the Historic Preservation Commission

Ms. Flowers made a motion, seconded by Mr. Wehrli, to approve the appointment of Kristine Heiman as Chairwoman of the Historic Preservation Commission for 2017-2018. With a voice vote of three ayes, the motion carried.

Approval of Jeff Wehrli as Vice-Chairman of the Historic Preservation Commission

Ms. Flowers made a motion, seconded by Ms. Heiman, to approve the appointment of Jeff Wehrli as Vice-Chairman of the Historic Preservation Commission for 2017-2018. With a voice vote of three ayes, the motion carried.

OLD BUSINESS

Review and Recommendation on Historic Preservation Ordinance

This matter was laid over until the next meeting. The Commissioners will discuss this proposal at the next meeting.

Centennial Farm Mapping Project

Mr. Asselmeier presented updated information on the centennial farm mapping project. Mr. Asselmeier emailed the existing pictures that the PBZ Department has for some of the properties. Discussion occurred

regarding obtaining pictures of property not currently on file in the PBZ Department. Mr. Asselmeier stated that he would look into getting pictures after the leaves are off of the trees.

Potential Meeting with other Historic Preservation Organizations

Commissioners discussed the list of invitees. Chairwoman Heiman said that she would like to invite the Kendall County Historical Society, the Oswego Preservation Commission, Plainfield Historical Commission, Little White School Museum, Plano Library, Chapel on the Green, Montgomery Historic Preservation Commission, Ferndell, Sandwich Historical Society, Landmarks Illinois, Farnsworth House and Aurora Historic Preservation Commission. Mr. Wehrli suggested inviting each Mayor or Village President. The suggestion was also made to invite the owners of the Gaylord House and other owners of historically designated properties.

Mr. Asselmeier will draft language for the save-the-date card and get the language approved by Chairwoman Heiman. The letter should request a RSVP and the name of a contact person. The Commission would like the save-the-date letter to go out by September 15th.

Ms. Flowers asked if any changes were made to the inside of the Gaylord House and if any activities occurred inside the house. No one had an answer to this question. Discussion occurred about having a meeting at the Gaylord House.

Discussion also occurred about the changes made to the inside of the barns at the Walker's banquet facility at 9111 Ashley Road and possibly meeting at this property.

Selecting Homes for Plaques

Commissioners will wait until next month for more discussion on plaques.

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 6:48 p.m.

Respectfully Submitted,
Matthew H. Asselmeier, AICP
Senior Planner

COUNTY OF KENDALL, ILLINOIS
Boards and Commissions Review Ad Hoc Committee
Meeting Minutes for Friday August 18, 2017

Call to Order: The Ad Hoc Committee was called to order by Committee Chair Tony Giles at 3:15p.m.

Roll Call and Establishment of a Quorum: Tony Giles - here, Judy Gilmour – here, Matthew Prochaska - here. **With three members present, a quorum was present to conduct business.**

Committee Members Absent: Audra Hendrix, John Purcell

Others Present: Matt Asselmeier, Kendall County Senior Planner

Approval of Agenda – Motion made by Member Prochaska to approve the agenda as written, second by Member Gilmour. **With three members voting aye, the agenda was approved.**

Approval of August 11, 2017 Meeting Minutes – Motion by Member Prochaska, second by Member Gilmour. **With three members voting aye, the motion carried.**

Items of Business

- *Kendall County Township* – Discussion on Bristol and Kendall Townships. Mr. Asselmeier explained that some of the parcels were issued two pin numbers, one for Bristol Township and one for Kendall Township.
- *Labor and Grievance Committee: Legal and update* – Discussion on the purpose and necessity of the committee. Member Prochaska suggested having a “pool” of Board members to attend grievance and arbitration hearings, negotiations, etc. **There was consensus to have further discussion at a future Committee of the Whole meeting.**
- *Report by Member Matthew Prochaska on Ethics Commission/Ethics Ordinance* – Member Prochaska reported he is awaiting response from UCCI and their counsel. Member Prochaska stated that he has researched the Illinois State’s Attorney’s website, and suggested that the Acting County Administrator have a discussion with the State’s Attorney regarding who can legally serve on the commission, and whether someone serving in an elected or appointed position can also hold a position on the Ethics Commission.
- *Discussion on Staff Zoning Flow Chart* – Matt Asselmeier reviewed the charts with the committee. Discussion on streamlining the process to make it more efficient for citizens and staff. **There was consensus to forward the item to the September Committee of the Whole for further discussion.**
- *Transfer Duties of Special Use Officer to ZBA* – Discussion on the duties of the Special Use Officer. **There was consensus by the committee to forward this item to the September Committee of the Whole meeting for further discussion.**

- *Review of Stormwater members and update –*
- *Discussion on Fire Protection Districts – Discussion on the feasibility of changing district trustees from appointed to elected positions, and having a County Fire Chief (similar to the role the County Sheriff holds) over all fire districts. **There was consensus by the committee to not take any further action on this item.***
- *Discussion on Sanitary Districts – Discussion on actual boundaries of the districts, possibly merging of districts, and the need for an accurate map for further discussion at a future meeting.*

Other Business – Discussion on the Regional Plan Commission member qualifications, how many members are appointed, equal distribution of members from both districts, and limiting positions on the commission to citizen’s not already serving on another county board or commission.

Member Prochaska updated the committee on SB3 which would expand authority in some counties.

Member Prochaska also suggested merging the Raymond and Rob Roy Drainage districts, and discussion followed.

Public Comment - None

Questions from the Media - None

Executive Session – Not needed

Items for the Next Meeting – *Discussion on Regional Plan Commission*

Items for Committee of the Whole - None

Action Items for County Board – None

Adjournment – Member Prochaska made a motion to adjourn the meeting, second by Member Gilmour. There being no objection, the Boards and Commissions Review Ad Hoc Committee adjourned at 4:54p.m.

Respectfully,

Valarie McClain
Administrative Assistant and Recording Secretary