

**KENDALL COUNTY BOARD AGENDA
ADJOURNED JUNE MEETING**

**Kendall County Office Building, Rooms 209 & 210
Tuesday, September 6, 2016 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. New Business
10. Old Business
11. Standing Committee Reports
 - A. Administration HR
 1. Approval of the Release of May 7, 2015 Executive Session Minutes
 - B. Highway
 1. Approve low bid from D Construction in the amount of \$80,570 to pave the Highway Department parking lot; said funds to be taken from the Highway Fund of Kendall County
 - C. Economic Development
 - D. Finance Committee
 1. Approve claims in an amount not to exceed \$ 816,378.25 and Grand Juror Claims in an amount not to exceed \$ 750.00
 - E. Judicial/Legislative
 1. Approval of corrected July 27, 2016 committee meeting minutes
 2. Approval of a Resolution Increasing the Court Automation Fee Collected by the Circuit Clerk to \$25.00 from \$15.00, effective October 1, 2016
 3. Approval of a Resolution Increasing the Document Storage System Fee Collected by the Circuit Clerk to \$25.00 from \$15.00, effective October 1, 2016
 - F. Animal Control
 - G. Health & Environment
 - H. Standing Committee Minutes Approval
12. Special Committee Reports
 - A. Kencom Executive Board
 - B. Housing Authority
 - C. Historic Preservation
 - D. UCCI
13. Chairman's Report

Appointments

Bill Ashton – (Chair) Plan Commission (reappointment) – 3 year term – expires September 2019
Megan Andrews - Farmland Protection Commission (reappointment) – 3 year term - expires September 2019
Bill Ashton - Farmland Protection Commission (reappointment) – 3 year term - expires September 2019
John Church - Farmland Protection Commission (reappointment) – 3 year term - expires September 2019
John A. Shaw - Farmland Protection Commission (reappointment) – 3 year term - expires September 2019
David Stewart - Farmland Protection Commission (reappointment) – 3 year term - expires September 2019
Nels Moe - Big Slough Drainage District (reappointment) – 3 year term - expires September 2019
Frank Carreno III - Public Aid Appeals (Little Rock)(reappointment) – 2 year term - expires September 2018
Jim Detzler - Public Aid Appeals (Oswego Township)(reappointment) – 2 year term - expires September 2018
Bob Walker - Public Aid Appeals (Alternate)(reappointment) – 2 year term - expires September 2018

Announcements

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

**KENDALL COUNTY BOARD
ADJOURNED JUNE MEETING
August 02, 2016**

STATE OF ILLINOIS)
) SS
COUNTY OF KENDALL)

The Kendall County Board Meeting was held at the Kendall County Office Building, Room 209, in the City of Yorkville on Tuesday, August 02 at 6:12 p.m. The Clerk called the roll. Members present: Chairman John Shaw, Lynn Cullick, Bob Davidson, Elizabeth Flowers, Judy Gilmour, Scott Gryder, Dan Koukol, Matt Prochaska, John Purcell and Jeff Wehrli.

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

THE MINUTES

Member Gryder moved to approve the submitted minutes from the regular County Board Meeting of July 05, 2016. Member Cullick seconded the motion. Chairman Shaw asked for a voice vote on the motion. All members present voting aye. Motion carried.

THE AGENDA

Chairman Shaw noted the Agenda should be amended to add Juvenile Justice as the first item under the Special Committee reports. Member Gryder moved to approve the agenda as amended. Member Cullick seconded the motion. Chairman Shaw asked for a roll vote on the motion. All members present voting aye. Motion carried.

CORRESPONDENCE AND COMMUNICATIONS

None.

SPECIAL RECOGNITION

None.

CITIZENS TO BE HEARD

Todd Milliron mentioned questions he had for the Ethics Commission meeting, who will be the Commission's counsel and if the meeting is still scheduled to take place on August 9th.

NEW BUSINESS

Extension of Intergovernmental Agreement for Police Services with Village of Newark IGAM 16-33

Member Davidson moved to approve the Extension of Intergovernmental Agreement for Police Services with Village of Newark. Member Cullick seconded the motion. Undersheriff Harold Martin's noted that the agreement is a continuation of the agreement that has been in place. The Village of Newark pays for this service and the hours worked. Chairman Shaw asked for a roll vote on the motion. All members present voting aye. Motion carried.

This document is on file in the office of the County Clerk as IGAM 16-33.

Intergovernmental Agreement Between Kendall and Cook Counties for Housing Detainees IGAM 16-34

Member Prochaska moved to approve the Intergovernmental Agreement between the counties of Kendall and Cook for the purposes of housing detainees. Member Davidson seconded the motion. During discussion Undersheriff Harold Martin explained the parameters for the types of prisoners that could be housed in this county and that Cook County would be responsible for their transportation. He indicated that it is the department's hope that this will offset [expenditures] in this fiscal year. There is room to house approximately twenty detainees. Chairman Shaw asked for a roll call vote. All members voting aye. Motion carried.

This document is on file in the office of the County Clerk as IGAM 16-34.

Chicago HIDTA Security Officer and Facility Manager Contract IGAM 16-35

Member Gryder moved to approve the contract for the Chicago HIDTA Security Officer and Facility Manager. Member Prochaska seconded the motion. ASA Johnson indicated that the Contract had passed through a legal review. Chairman Shaw asked for a roll call vote. All members voting aye. Motion carried.

This document is on file in the office of the County Clerk as IGAM 16-35.

OLD BUSINESS

None.

STANDING COMMITTEE REPORTS

Economic Development

Member Koukol reviewed the submitted minutes of June 30, 2016.

Finance

Approval of Claims

Member Purcell moved to approve the supplemental claims submitted in the amount of \$635,586.44, Petit Juror claims in the amount of \$3,800.00 and Grand Juror claims in the amount of \$750.00. Member Gryder seconded the motion.

COMBINED CLAIMS: FCLT MGMT \$30,202.08, B&Z \$464.67, CO CLK & RCDR \$1,488.11, ELECTION \$254.62, ED SRV REG \$728.31, SHRFF \$7,707.50, CRRCTNS \$371.73, EMA \$220.85, CRCT CT CLK \$67.53, JURY COMM \$4,614.23, CRCT CT JDG \$8,865.68, CRNR \$3,276.58, CMB CRT SRV \$12,256.39, ST ATTY \$2,839.61, SPRV OF ASSMNT \$642.29, EMPLY HLTH INS \$367,360.28, OFF OF ADMN SRV \$511.20, CO BRD \$301.02, TECH SRV \$4,588.82, LIABIL INSUR EXPS \$9,833.30, CO HWY \$1,141.57, CO BRDG \$14,040.90, TRANSPRT SALES TX \$28,560.87, HLTH & HMN SRV \$81,039.36, FRST PRSRV \$262.72, ELLIS HS \$820.62, ELLIS BRN \$436.94, ELLIS GRNDS \$112.03, ELLIS CMPS \$33.03, ELLIS BDAY PARTIES \$95.60, ELLIS WDDNGS \$3,000.00, HOOVER \$1,557.06, ENV ED CMPS \$1,211.18, GRNDS & NTRL RSRC \$1,025.66, ANML MED CR FND \$159.38, ANML CNTRL \$23.43, RCDR DOC STRG \$576.35, DRG ABS EXP FND \$550.00, HIDTA \$8,963.30, CRT SEC FND \$500.00, LAW LBRY \$7,765.03, CRCT CT DOC STRG \$306.60, CRT AUTOMA \$9,708.10, CRNR \$34.19, PRBTN SRV EXP FND \$7,382.18, GIS \$60.81, ENG/CNSLTNG ESCRW \$7,804.17, EMPLY BNFT PRGM \$1,395.66, VAC \$4,629.90, FP BND PRCD \$345.00

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

Release of Executive Session Minutes

Member Purcell moved to approve the release of the executive session minutes from January 29, 2015. Member Gryder seconded the motion. Chairman Shaw asked for a roll call vote on the motion. All members present voting aye. Motion carried.

Judicial/Legislative

Increase in Court Automation Fee

Member Prochaska moved to approve postponing consideration of the court automation fee from \$15 to \$25 per case filing, until the next meeting. Member Purcell seconded the motion. Member Prochaska indicated that The Circuit Clerk would like to be present for the discussion. Chairman Shaw asked for a roll call vote on the motion. All members present voting aye. Motion carried.

Animal Control

Trailer Procurement

Member Wehrli reviewed the minutes of July 27, 2016, providing details regarding leasing a trailer to be placed on the Animal Control site. He explained that the cost will be \$221.45 through the end of year. At the end of a year's rental the County will need to determine whether to send it back, continue leasing or to purchase it.

Member Wehrli moved to approve the procurement of the trailer. Member Prochaska seconded the motion. Chairman Shaw asked for a roll call vote on the motion. All members present voting aye with the exception of Member Davidson who voted no. **Motion carried on a 9 to 1 vote.**

Member Wehrli indicated they would be getting the contract to the trailer company.

Release of Executive Session Minutes

Member Prochaska moved to approve the release of the executive session minutes from September 17, 2014. Member Cullick seconded the motion. Chairman Shaw asked for a voice vote on the motion. All members present voting aye. **Motion carried.**

Health & Environment

Member Gilmour reviewed the minutes of July 18, 2016.

STANDING COMMITTEE MINUTES APPROVAL

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

SPECIAL COMMITTEE & OTHER LIAISON REPORTS

Juvenile Justice

Member Gilmour noted that the Juvenile Justice group was looking for the permission of the Board to place school supply collection boxes in some of the county offices again this year. She explained that the materials collected are delivered to all the schools throughout the county for children in need.

KenCom Executive Board

Member Gilmour indicated they meet on the 25th. She noted that Ken Com and Oswego Fire had again been recipients of the Rush Copley cardiac run of the quarter with dispatchers Wendy Buri and Cheryl Mastrodomenico being honored.

Housing Authority

Member Prochaska noted the Housing Authority will have their quarterly meeting next month.

Historic Preservation Commission

No meeting.

UCCI

Member Prochaska briefly described his attendance at the summer conference and education seminar, noting the next meeting will be in September. Member Gryder informed the board that Member Prochaska had been appointed to the executive board of the UCCI.

CHAIRMAN'S REPORT

Chairman Shaw indicated he had nothing further to report.

Appointments

None.

Announcements

Chairman Shaw reported the following announcements:

Mark Luettich – Yorkville-Bristol Sanitary District (reappointment) – 3 year term – expires July 2019
Martin Myre – Big Slough Drainage District (reappointment) – 3 year term – expires July 2019
Kenneth Walker – Public Aid Appeals Committee, Kendall Township Rep (reappointment)
– 2 year term – expires September 2018

EXECUTIVE SESSION

None.

OTHER BUSINESS

ASA Leslie Johnson explained that they occasionally receive notification from the EPA and that they received one dated 7/22/16 regarding Green Organics Compost Facility notifying the County of an application to modify the permit to identify Midwest Material Management, LLC. as the facility operator. She indicated if the County Board wished to submit any comments they have until August 12 to do so.

CITIZENS TO BE HEARD

Todd Milliron of Yorkville asked ASA Johnson if he could get a copy of the change of ownership. He was informed that he can submit a FOIA. He wondered if a special use would be transferred along with a change of ownership.

QUESTIONS FROM THE PRESS

Jim Wyman of WSPY wondered if the Ethics Commission meeting would be moving forward as scheduled.
Chairman Shaw

ADJOURNMENT

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

Approved and submitted this 6th day of September, 2016

Respectfully submitted by,
Rennetta Mickelson, Chief Deputy Clerk

KENDALL COUNTY

Resolution No. _____

WHEREAS, bids were received at the County Highway Office on August 19, 2016 on the following listed projects:

Highway Department Parking Lot, approve the low bid of D Construction, Inc. in the amount \$80,570.00.

NOW, THEREFORE, BE IT RESOLVED, that the County Board of Kendall County award the above listed projects to the lowest responsible bidders as listed above.

This resolution approved by the County Board of Kendall County, State of Illinois.

John Shaw - Kendall County Board Chairman

I, Debbie Gillette, County Clerk in and for said County, in the State aforesaid, and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the Kendall County Board, at its regularly scheduled meeting in Yorkville, Illinois, on the 6th day of September, 2016.

Debbie Gillette - County Clerk

(SEAL)

KENDALL COUNTY ILLINOIS

Economic Development Committee

Meeting Minutes
Friday, August 26, 2016

Call to Order

The meeting was called to order by Chairman Dan Koukol at 8:34 a.m.

Roll Call

Committee Members Present: Chairman Dan Koukol, Matt Prochaska, Lynn Cullick, Scott Gryder

Committee Members Absent: Judy Gilmour

Staff Present: Andrez Beltran, Economic Development and Special Projects Coordinator; Jeff Wilkins, County Administrator

Members of the Public:

Approval of Agenda – Mr. Gryder made the motion to approve the agenda with that amendment. It was seconded by Mr. Prochaska. **Approved 4-0.**

Approval of Meeting Minutes – Ms. Cullick made a motion to approve the meeting minutes from the June 22, 2016 meeting. Seconded by Ms. Prochaska. **Approved 4-0.**

New Business

Kendall Economic Forecast Breakfast – October 21

Mr. Beltran stated that the Kendall Economic Development Alliance (KEDA) will be hosting an Economic Forecast Breakfast on October 21 at Whitetail Ridge Golf Club. The keynote speaker is Rick Mattoon, Senior Economist of the Chicago Federal Reserve. All Board members are invited to attend.

KEDA is a cooperative alliance of Kendall County, Village of Oswego, Montgomery Economic Development Corporation, United City of Yorkville, Plano Economic Development Corporation, Sandwich Economic Development Corporation, Illinois Manufacturing Excellence Center and Waubensee Community College.

Mr. Beltran also stated there were a sponsor and several reservations.

National Manufacturing Day: October 7

Chairman Koukol stated that in recognition of manufacturing's contribution to the County the Committee will see a resolution in September highlighting National Manufacturing Day on October 7 to be sent to the County Board.

Mr. Beltran stated that he was unaware of any other events going on for National Manufacturing Day but would keep the Committee informed.

KENDALL COUNTY ILLINOIS

Economic Development Committee

Discussion: Making Manufacturing Matters Dinner and Kendall Manufacturer of the Year Award

Mr. Gryder stated that Wrigley was honored to be the Manufacturer of the Year last year.

Mr. Wilkins added that at the recent KEDA meeting there were no nominations put forward; the primary concern was the \$5,000 for a table.

Mr. Prochaska stated that Grundy County Board Chairman Chris Balkema may have a contact in Caterpillar. Mr. Beltran said he would reach out to them.

The Committee also discussed possibly holding local business awards in conjunction with KEDA. Mr. Beltran stated he would discuss it with KEDA.

Old Business

Revolving Fund Loans

- *Review: Monthly Statements*

Mr. Beltran reviewed the current Revolving Fund Loan Reports from July 1, 2016 to July 31, 2016. All current payments are in for the month. Current available loan amount is approximately \$1.7 million.

- *Update: Revolving Fund Loan Pre-Applications*

Mr. Beltran stated that Kelly Browning of Arts on Fire is currently in discussion with Heartland Bank on the property she is looking to purchase. Until that is finalized, both parties thought it best to not turn in an application.

Business Retention & Expansion

Mr. Beltran stated Steve Schiera of Illinois Manufacturing Excellence Center (IMEC) invited him along on a visit to Alpha Precision in Yorkville. It is located on Route 126 behind Martin Plumbing. Alpha Precision manufactures glass sensors with precise configurations for industries like automotive and health care.

Chairman's Report

Chairman Koukol updated the Committee on new businesses opening in the County.

Ms. Cullick stated that Longhorn Steakhouse will be locating in Oswego.

Mr. Prochaska had no new updates for Bristol.

KENDALL COUNTY ILLINOIS

Economic Development Committee

Mr. Gryder stated that another banquet hall was looking at opening in the County. In addition, he inquired about the possibility of green energy production in the County.

Mr. Wilkins updated the Committee on the status of MetroNet fiber service in the County and the Yorkville comprehensive land use plan.

Public Comment – None

Executive Session - None

Adjournment

With no further business to discuss, Mr. Prochaska moved to adjourn. The motion was seconded by Ms. Cullick. There being no objection, the Economic Development Committee at 9:41 a.m., adjourned.

Respectfully Submitted,

Andrez P. Beltran
Economic Development and Special Projects Coordinator

COUNTY OF KENDALL, ILLINOIS
BUDGET & FINANCE COMMITTEE
Meeting Minutes
Thursday, August 25, 2016

Call to Order

The Budget and Finance Committee was called to order by Vice Chairman Bob Davidson at 5:31p.m.

Committee Members Present: Member Flowers – present, Bob Davidson - yes, Matthew Prochaska here

Member Purcell entered the meeting at 5:36p.m. and Member Gryder at 5:37p.m.

Others Present: Latreese Caldwell, Undersheriff Harold Martin, and Jeff Wilkins

Claims Review and Approval– Member Prochaska moved to forward to the County Board for approval of claims in an amount not to exceed \$819,373.25, and Grand Juror Claims in an amount not to exceed \$750.00, second by Member Flowers.

Discussion on payment of the attorney fees for Coroner Toftoy out of the Coroners Special Fund, whether county funds can be used to pay for legal fees when the defendant wins the case, and what the county ethics ordinance says about that issue.

Member Flowers made a motion to withhold the payment of \$2,995.00 to Mickey, Wilson, Weiler, Renzi & Anderson, P.C. until these questions are answered, and discussed further by the full Board, second by Member Gryder. **With five members voting aye, the motion carried.**

Items from Other Committees - None

Department Heads and Elected Official Reports - None

Items of Business

- *FY2017 Budget* – Latreese Caldwell briefly updated the committee on the Levy Fund.
- *IMRF Discussion* – Member Purcell reported that he recently spoke to Teshia Anderson from IMRF, and asked how to calculate what impact an end of work pay-out might have on pension. Ms. Anderson offered to calculate a few samples of upcoming retirees and what impact there might be for the county.

Other Business - None

Public Comment – None

Questions from the Media – None

Items for Committee of the Whole – None

Executive Session – Not needed

Action Items for County Board

- *Approval of claims in an amount not to exceed \$816,378.25, and Grand Juror Claims in an amount not to exceed \$750.00*

Adjournment – Member Flowers made a motion to adjourn the Budget and Finance Committee meeting, second by Member Gryder. **The meeting adjourned at 6:28p.m.**

Respectfully submitted,

Valarie McClain
Administrative Assistant/Recording Secretary

**COUNTY OF KENDALL ILLINOIS
JUDICIAL LEGISLATIVE COMMITTEE
Courthouse Jury Assembly Room
807 W. John Street, Yorkville IL**

**Wednesday, August 24, 2016
Meeting Minutes**

Call to Order

The Judicial Legislative Committee was called to order by Committee Chair Matthew Prochaska at 3:00p.m.

Roll Call

Committee Members Present: Dan Koukol - here, John Purcell – present, Matthew Prochaska – here, Judy Gilmour - here. **With four members present, a quorum was established to conduct committee business.**

Committee Members Absent: Bob Davidson

Others Present: Sheriff Dwight Baird, Vicky Chuffo, Judge Tim McCann, Commander Mike Peters, Judge Robert Pilmer, Eric Weis

Approval of Agenda – Member Gilmour made a motion to approve the agenda, second by Member Koukol. **With all in agreement, the motion carried.**

Approval of Minutes – Member Prochaska made a motion to approve the July 27, 2016 minutes with the correction of the name of the representative for the Public Defender’s Office, second by Member Koukol. **Minutes approved with correction, with all members in agreement.**

Status Reports

Circuit Clerk – No report

Courthouse – Judge McCann provided an update on the mural work, and stated that the artist would like to have a formal unveiling. Judge McCann has scheduled the unveiling and reception for October 4, 2016 at 4:30p.m. prior to the County Board meeting.

Judge McCann informed the committee that the U.S. Bankruptcy Court will begin meeting in the Kendall County Jury Assembly room once a week, on October 1, 2016. They will pay Kendall County rent of \$350. The Bankruptcy Court will serve citizens from Kendall, Grundy, Kane, LaSalle and Will counties.

Judge McCann also reported the passing of former Kendall County Judge Leonard Wojtecki on August 13, 2016. Judge McCann said that Judge Wojtecki worked as a Defense Attorney, Public Defender and judge, and was with Kendall County for many years. A celebration of life gathering is planned by the family on August 31, 2016 at Riverside Receptions in Geneva, Illinois from 4:30-8:30p.m.

Sheriff's Office/Court Security – Sheriff Baird introduced Commander Mike Peters to the committee, and said that Commander Peters is now in charge of the Court Security Deputies.

Court Services/Probation – Written report provided

Public Defender – Ms. Chuffo distributed her monthly report and said that there has been an increase in juvenile delinquent cases, and their case load remains high.

State's Attorney – No report

Legislative Report and Update – No report

Old Business - None

New Business - None

Items for COW – None

Actions Items for County Board

- *Approval of corrected July 27, 2016 committee meeting minutes*

Public Comments - None

Executive Session – None

Adjournment – A motion was made by Member Koukol, second by Member Gilmour to adjourn the Judicial Legislative Committee at 3:24p.m. **With all in agreement, the meeting adjourned.**

Respectfully Submitted,

Valarie McClain
Administrative Assistant/Recording Clerk

**COUNTY OF KENDALL ILLINOIS
JUDICIAL LEGISLATIVE COMMITTEE
Courthouse Jury Assembly Room
807 W. John Street, Yorkville IL**

**Wednesday, July 27, 2016
Meeting Minutes
CORRECTED 08/24/2016**

Call to Order

The Judicial Legislative Committee was called to order by Committee Chair Matthew Prochaska at 3:00p.m.

Roll Call

Committee Members Present: Dan Koukol - present, Matthew Prochaska – here, Judy Gilmour - here

Committee Members Absent: John Purcell

Others Present: Vicky Chuffo, Robyn Ingemunson, Judge Tim McCann, Tina Varney, Eric Weis, Jeff Wilkins

Approval of Agenda – Member Koukol made a motion to approve the agenda, second by Member Gilmour. **With all in agreement, the motion carried.**

Approval of Minutes – Member Gilmour made a motion to approve the May 25, 2016 minutes, second by Member Koukol. **Minutes approved with all in agreement.**

Member Davidson entered the meeting at 3:14p.m.

Status Reports

Circuit Clerk – Robyn Ingemunson said reviewed their case statistics and said they are on track compared to last year for case filings through July 27, 2016.

Courthouse – Judge McCann reported they are contemplating entering into an agreement with the Bankruptcy Court where they will use the Jury Assembly room for one day per week for hearings. They will pay \$350.00 rent per month for room usage. The hearings would occur from 10:00a.m. to 3:00p.m. one-day per week.

Judge McCann provided an update on the mural work, and said that the artist would like to have a formal unveiling of the mural. Judge McCann would like to have the unveiling and a small reception on October 4, 2016 at 4:30p.m. prior to the County Board meeting at 6:00p.m. The Art Guild will be funding the unveiling, and has asked that the building remain unlocked and open to the public and Art Guild members until approximately 8:00p.m. that evening.

Judge McCann also reported that September will be very busy in the courthouse with increased number of Jury Trials, and stated that jury expenses will also increase.

Judge McCann said they met today regarding the video interpretation system. They are not ready to roll it out as yet, but they are close. People throughout the building were exposed to the operation for the system. Judge McCann said that he believes once the system is up and running, he should be able to decrease the budget amount for interpretation. The company will allow us to use an app on an Ipad, tablet, or phone that will allow access to the system without a dedicated computer. Judge McCann said this is a pay as you go system, and will be billed accordingly. After the chief Judge signs the official contract, he anticipates trying the system within a month afterward.

Sheriff's Office/Court Security – No report

Court Services/Probation – Tina Varney reported that they are fully staffed now, and introduced Angela Plaza, the new Adult Supervisor that comes from DuPage County where she worked for many years.

Ms. Varney briefly reviewed the monthly Juvenile Detention report with the committee.

Ms. Varney also reviewed the Cost Savings of their Technology program. Ms. Varney said that not included in the report is the amount of time that officers spend supervising the cases, as well as the on-call money that is paid. Ms. Varney said the two primary positions that monitor the GPS system are also reimbursed through AOIC.

Public Defender – Courtney Transier distributed the reports, and said they are slightly under 1000 current cases.

State's Attorney – Mr. Weis said that the committee is aware of the case filings, and that that collective negotiating matters continue.

Legislative Report and Update – Mr. Prochaska informed the committee that not much movement on any bills are expected until after the final budget approval in early 2017.

Old Business - None

New Business

Circuit Clerk Fee Schedule Presentation – Ms. Ingemunson reminded the committee that she sent out fund information in an email in June for the committee to review. Ms. Ingemunson reported on the doc storage and court automation fund forecast for 2016, and said that expenses exceed revenue, primarily because the Board requested some salaries to be taken from these funds.

Ms. Ingemunson said by raising the Court Automation fees by \$10 that revenues would almost double. Judge McCann said that he doesn't see any alternative other than to shift

expenses out or increase revenues. Ms. Ingemunson said the fee is paid by the person filing the case, and that most are surprised that Kendall County has one of the lowest fees. Ms. Ingemunson stated that due to state mandated e-filing requirements, her office will need to reconfigure their office to accommodate printers, scanners, computers for citizens and attorneys that want to e-file.

Member Koukol made a motion to increase the Court Automation Revenue fees from \$15 to \$25 per case filing to the County Board for approval, second by Member Prochaska. **There was consensus by the committee to forward this item to the County Board for approval.**

Member Davidson made a motion to increase the Document Storage fee by \$5 per filing to \$25 per document filing to the Board for approval. With members Gilmour and Koukol voting yes, and Members Davidson and Prochaska voting no, here was dead-lock by the committee. **With a dead-lock vote, this motion failed.**

Items for COW – None

Actions Items for County Board

- *Approval of an increase of the Court Automation fee from \$15 to \$25 per case filing*

Public Comments - None

Executive Session – None

Adjournment – A motion was made by Member Koukol, second by Member Gilmour to adjourn the Judicial Legislative Committee at 3:49p.m. **With all in agreement, the meeting adjourned.**

Respectfully Submitted,

Valarie McClain
Administrative Assistant/Recording Clerk

COUNTY OF KENDALL, ILLINOIS

RESOLUTION NO 2016-_____

A Resolution Increasing the Court Automation Fee Collected by the Circuit Clerk

WHEREAS, the County of Kendall, Illinois, pursuant to the Clerks of the Court Act, Section 105/27.3a of Chapter 705 of the Illinois Compiled Statutes, is authorized to require the Clerk of the Circuit Court to charge and collect a Court Automation Fee of not less than \$1.00 nor more than \$25.00 to defray the expense of establishing and maintaining an automated record keeping system in the Office of the Kendall County Circuit Clerk (“Office of the Circuit Clerk”); and

WHEREAS, Section 105/27.3a of Chapter 705 of the Illinois Compiled Statutes allows the Court Automation Fee to be collected from each party upon the filing of the first pleading, paper, or appearance in all civil cases and from the defendant in any felony, traffic, misdemeanor, ordinance or conservation case upon a judgment of guilty or grant of supervision; and

WHEREAS, pursuant to Section 105/27.3a of Chapter 705 of the Illinois Compiled Statutes, the County Board of Kendall County may increase the Court Automation Fee by Resolution; and

WHEREAS, the Kendall County Circuit Clerk (“Circuit Clerk”) is recommending that the County Board of Kendall County increase the Court Automation Fee to \$25.00 from \$15.00 to meet the increased cost of maintaining the court automation system including the costs of hardware, software, research and development, and personnel related thereto, in the Office of the Circuit Clerk. It is further recommended that the Court Automation Fee, for or any traffic, ordinance or conservation case satisfied without a court appearance, should remain at \$5.00.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Kendall County that:

- 1) The above listed recitals are incorporated herein by reference.
- 2) The fee collected by the Circuit Clerk for the Court Automation Fee pursuant to Section 105/27.3a of Chapter 705 of the Illinois Compiled Statutes shall be increased to \$25.00 from \$15.00 to meet the increased cost of maintaining the court automation system including the costs of hardware, software, research and development, and personnel related thereto, in the Office of the Circuit Clerk. Further, the Court Automation Fee, for any traffic, ordinance or conservation case satisfied without a court appearance, should remain at \$5.00.
- 3) The Court Automation Fee is to be collected from each party upon the filing of the first pleading, paper, or appearance in all civil cases and from the defendant in any felony, traffic, misdemeanor, ordinance or conservation case upon a judgment of guilty or grant of supervision.

- 4) Pursuant to Section 105/27.3a(4) of Chapter 705 of the Illinois Compiled Statutes, said fee shall not be charged in any matter coming to the Circuit Clerk on a change of venue, nor in any proceeding to review the decision of any administrative officer, agency, or body.
- 5) The Court Automation Fee shall be in addition to all other fees and charges authorized to be collected by the Circuit Clerk.
- 6) This Resolution replaces and supersedes all prior resolutions related to the Court Automation Fee.
- 7) This Resolution shall become effective October 1, 2016.

APPROVED and ADOPTED by a majority vote of the County Board of Kendall County, Illinois this ____ day of September, 2016.

Board Chairman Signature:

Attest:

John A. Shaw, Chairman
Kendall County Board

Debbie Gillette
Kendall County Clerk

COUNTY OF KENDALL, ILLINOIS

RESOLUTION NO 2016-_____

A Resolution Increasing the Document Storage System Fee Collected by the Circuit Clerk

WHEREAS, the County of Kendall, Illinois, pursuant to the Clerks of the Court Act, Section 105/27.3c of Chapter 705 of the Illinois Compiled Statutes, is authorized to require the Clerk of the Circuit Court to charge and collect a Document Storage System Fee of not less than \$1.00 nor more than \$25.00 to defray the expense of establishing and maintaining a document storage system and converting the records to electronic or micrographic storage in the Office of the Kendall County Circuit Clerk (“Office of the Circuit Clerk”); and

WHEREAS, Section 105/27.3c of Chapter 705 of the Illinois Compiled Statutes allows the Document Storage System Fee to be collected from each party upon the filing of the first pleading, paper, or appearance in all civil cases and from the defendant in any felony, traffic, misdemeanor, ordinance or conservation case upon a judgment of guilty or grant of supervision; and

WHEREAS, pursuant to Section 105/27.3a of Chapter 705 of the Illinois Compiled Statutes, the County Board of Kendall County may increase the Document Storage System Fee by Resolution; and

WHEREAS, the Kendall County Circuit Clerk (“Circuit Clerk”) is recommending that the County Board of Kendall County increase the Document Storage System Fee to \$25.00 from \$15.00 to meet the increased cost of maintaining the document storage system and converting the records to electronic or micrographic storage in the Office of the Circuit Clerk. It is further recommended that the Document Storage System Fee, for or any traffic, ordinance or conservation case satisfied without a court appearance, should remain at \$5.00.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Kendall County that:

- 1) The above listed recitals are incorporated herein by reference.
- 2) The fee collected by the Circuit Clerk for the Document Storage System Fee pursuant to Section 105/27.3c of Chapter 705 of the Illinois Compiled Statutes shall be increased to \$25.00 from \$15.00 to meet the increased cost of maintaining the document storage system and converting the records to electronic or micrographic storage in the Office of the Circuit Clerk. Further, the Document Storage System Fee, for any traffic, ordinance or conservation case satisfied without a court appearance, should remain at \$5.00.
- 3) The Document Storage System Fee is to be collected from each party upon the filing of the first pleading, paper, or appearance in all civil cases and from the defendant in any felony, traffic, misdemeanor, ordinance or conservation case upon a judgment of guilty or grant of supervision.

- 4) Pursuant to Section 105/27.3c(d) of Chapter 705 of the Illinois Compiled Statutes, said fee shall not be charged in any matter coming to the clerk on a change of venue, nor in any proceeding to review the decision of any administrative officer, agency or body.
- 5) The Document Storage Fee shall be in addition to all other fees and charges authorized to be collected by the Circuit Clerk.
- 6) This Resolution replaces and supersedes all prior resolutions related to the Document Storage System Fee.
- 7) This Resolution shall become effective October 1, 2016.

APPROVED and ADOPTED by a majority vote of the County Board of Kendall County, Illinois this ____ day of September, 2016.

Board Chairman Signature:

Attest:

John A. Shaw, Chairman
Kendall County Board

Debbie Gillette
Kendall County Clerk



KENDALL COUNTY
ANIMAL CONTROL

Wednesday, August 17, 2016
MEETING MINUTES

Call to Order – The meeting was called to order by Committee Chair Jeff Wehrli at 4:02p.m.

Roll Call

Committee Members Present: Jeff Wehrli – here, Matthew Prochaska – here, Lynn Cullick - here. **With three members present, a quorum was established to conduct committee business.**

Member Purcell arrived at 4:08p.m.

Committee Members Absent: Elizabeth Flowers

Others present: Laura Pawson, Jeff Wilkins

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

Approval of Last Month's Meeting Minutes – Member Prochaska made a motion to approve the minutes from July 27, 2016, second by Member Cullick. **With three present in agreement, the motion carried.**

Census Report – Written report provided.

Operations Report – Laura Pawson reported they are now fully-staffed, adoptions are going well, and they continue to receive a lot of pictures and updates.

Mr. Wilkins stated that they have applied for the permit from the City of Yorkville on Tuesday, and once they have received the permit, they will set the date for delivery and the vendor will begin work on the trailer. Facilities Management will work on the electrical, transformer, the skirting, the ramp and the fence.

Ms. Pawson also reported that a Boy Scout will be doing some minor landscaping work around the facility as part of his Eagle Scout project.

Accounting Report – Jeff Wilkins reviewed the monthly financial report with the committee, and stated that it was another good month for revenues although slightly behind from last year. Mr. Wilkins said the rabies tag sales is ahead of last year.

New Business

- *Animal Control Budgets* – Jeff Wilkins reviewed the proposed FY2017 budgets with the committee.

After discussion, the committee agreed that some of the funds collected for the County Animal Population Control Fund should be used to develop a Feral Cat program. Ms. Pawson will research to see if the County Animal Control funds can be used to develop a feral cat program, will research other county facilities programs to see how they operate, and will begin making a plan for Kendall County.

Public Comment – None

Executive Session – Not needed

Action Items for the County Board - None

Adjournment – Member Cullick made a motion to adjourn the meeting, second to the motion by Member Prochaska. **With all in agreement, the meeting was adjourned at 4:42p.m.**

Respectfully Submitted,

Valarie McClain
Administrative Assistant/Recording Clerk

COUNTY OF KENDALL, ILLINOIS
Health & Environment Committee
Monday, August 15, 2016
Meeting Minutes

CALL TO ORDER

The meeting was called to order by Chair Judy Gilmour at 9:00a.m.

ROLL CALL

Committee Members Present: Dan Koukol - here, Judy Gilmour – here, Matthew Prochaska – here

John Purcell arrived at 9:06a.m.

Elizabeth Flowers arrived at 9:12a.m. and Member Flowers left the meeting at 10:36a.m.

Others Present: Megan Andrews, Steve Curratti, Marlin Hartman, Aaron Rybski, Dr. Amaal Tokars, Jeff Wilkins and Jenny Wold

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

APPROVAL OF MEETING MINUTES – Member Prochaska made a motion to approve the meeting minutes from July 18, 2016, second by Member Koukol. **With three members present voting aye, the motion carried.**

STATUS REPORTS

- **Health Department** – *Green Organics Update* – Marlin Hartman reported they are going through a change of ownership/operation at Green Organics, and there has been a decrease in host fees. Mr. Hartman talked with one of the operators who stated they are no longer getting income and materials. Mr. Hartman and Mr. Rybski began researching the IEPA permit, Special Uses permit and closer requirements. He also continued to visit the site, and Dave Grevel sent Mr. Rybski an email briefly explaining their situation. Mr. Hartman reported that eventually the company was sold, and was purchased by Midwest Materials Land Waste (MWcompanies.com). Mr. Hartman said that MW Companies began in the mulch and wood business, has a Construction and Demolition transfer station, and a yard waste transfer station. Mr. Hartman thought they might bring the yard waste down to the Green Organics site for composting. Mr. Hartman has met with the new owners Steve and Victoria Burgland, and they seem to be a solid company that has been in the solid waste business for over twenty years. IEPA is in the process of transferring the permit, and Midwest Materials Land Waste is not currently accepting any incoming yard waste until the permit is in order.

Mr. Hartman said that a critical issue to be resolved is the Special Uses Permit through Planning, Building and Zoning. Mr. Hartman is not sure if the permit is transferable or not, but said that will be addressed by PBZ. Member Gilmour would like to take a field trip to the new company once they are up and running.

- **Kendall County Soil and Water District** – Megan Andrews provided the U.S. Drought monitor, and said there is just a small portion in western Illinois that has been affected. Ms. Andrews also briefly reviewed their latest newsletter, and mentioned the fall sales of fish and trees.

Jenny Wold briefly informed the committee about the master's level Summer Agriculture Institute offered to teachers in the tri-county area (Will, Kendall, and Grundy Counties) to understand the agricultural industry in Kendall County.

Ms. Wold said they just finished at the Kendall County Fair with a big educational area in the Family Fun Tent.

Ms. Wold also updated the committee about the Ag in the Classroom plans for this year with all of the County third grade classes. One of the new opportunities this year is a Get-a-Grant workshop on September 15th through Illinois Ag in the Classroom. There are book grants, and new and current teacher grants for the purchase of classroom resources. Ms. Wold hopes that many teachers will attend this free workshop.

- **Water Related Groups** – No report

OLD BUSINESS

- **NACO Update** – Dr. Tokars had a conference call with NACO recently and said that the conversation confirmed that the prices online are reflective of the discounts, and that Dental Service information is not available online, but is available by contacting NACO directly, Dr. Tokars informed NACO that it is vital for the dental information to be made available to citizens online.

Dr. Tokars said that it would be helpful to have a single page of basic information, with a description of the NACO card, and how it can assist people by using it, should be displayed on the County and Health Department websites. The NACO card is available to anyone, even those that already have health or dental insurance, and can be used at any medical or dental office that accepts it. There is also a free prescription card that will assist those without health insurance in purchasing prescriptions at a discounted price.

- **Review of the Food Protection Ordinance** – Member Gilmour informed the committee that Dr. Tokars had just received copies of all three ordinances from the State's Attorney's office after their review on Friday. The committee began by reviewing the SAO suggested changes.

Member Purcell again voiced his concerns that the frequency of inspections and the fees are not very clearly defined in the ordinance. Discussion on why the specific changes suggested by the committee at the last meeting were not included in the copies received from the SAO. The different classifications according to state code that would require follow-up onsite inspections, what information is provided to applicant's that are not applying online,

Member Prochaska made a motion to replace both paragraphs in *Section 8*, with the current fee schedule as of August 15, 2016, second by Member Purcell.

Dr. Tokars stated that she isn't in a position to make a recommendation to the Board of Health motion by motion, but when this meeting is finished today, she will look at it in its totality, and be able to discern from there. The Board of Health meets on Tuesday, August 16, 2016.

With Members Koukol, Purcell, Prochaska and Gilmour voting aye, and Member Flowers voting nay, the motion carried by a 4-1 vote.

Member Purcell made a motion in *Section 5, B Inspection Frequency*, to clearly define the frequency of inspections, remove the words "in Attachment A", and insert the inspection chart, second by Member Koukol.

Dr. Tokars stated that these are significant changes and that she would have to take them back to the Board of Health.

With Members Purcell, Koukol, Gilmour and Prochaska voting aye, and Member Flowers voting nay, the motion carried by a 4-1 vote.

Member Purcell also questioned the *Potluck Events section, page 4, paragraph F*, and said he wanted clear definition of a potluck, the difference between a potluck and an event at a Chamber of Commerce, or local vendor involving food. Member Purcell stated that the verbiage needs to be very clearly defined, and suggested stating "the serving of food that is brought to a potluck sponsored by a business, a group of individuals, or religious, charitable, or non-profit organization".

Member Prochaska said that in reviewing the state statute, the verbiage is exactly as it is stated in the state code. Dr. Tokars stated that you have to be careful to not subtly weaken state code, but can add clarifying language. Member Flowers said that the section in the proposed ordinance states that "the event is not conducted for commercial purposes", and is saying exactly what Member Purcell wants it to say, but in different language.

Member Prochaska asked that the minutes clearly reflect that the committee does not believe that the potluck section does not extend to a chamber event. Member Gilmour said that the definition of a potluck is pursuant to the state statute and the language is verbatim to the state statute.

Discussion on the State's Attorney's Office review and suggestions to "Penalties" on page 13, section 15.

Member Purcell made a motion to forward the Food Protection Ordinance with the suggestions that were proposed (changes to be done by the Health Department) to the September 15, 2016 Committee of the Whole meeting for review of the proposed changes and further discussion, second by Member Koukol. **With four members voting aye, the motion passed.**

- ***Review of Water Supplies Ordinance*** – After reviewing the State's Attorney's Office proposed changes, the committee. Member Purcell again suggested that all inspection charts and fee schedules current as of August 15, 2016, to be included in the ordinance.

Mr. Rybski was asked to research fee information from surrounding counties and provide that information for the Committee of the Whole meeting on September 15, 2016.

Member Prochaska made a motion to remove both paragraphs in *Section 11 Fees*, with the current fee schedule as of August 15, 2016, second by Member Purcell. **With Members Purcell, Prochaska, Gilmour and Koukol voting aye, and Member Flowers voting nay, the motion carried.**

Discussion on page 22, Section 7 Inspections: Member Purcell again stressed the importance of clearly defining inspections in the ordinance. Mr. Rybski explained the inspection process, and said that normally they conduct one final inspection of the well.

Member Prochaska made a motion to forward the Water Supplies Ordinance with the proposed change to the September 15, 2016 Committee of the Whole meeting for review and further discussion, second by Member Purcell. **With four members voting aye, the motion carried.**

- ***Review of Onsite Wastewater Treatment System Ordinance*** – The committee reviewed the proposed changes by the State's Attorney's Office.

Discussion on the Interceptor Drain and Segment Drain Requirements. Mr. Rybski stated that the definition listed in that section is from the 2014 Illinois Soil Classifier Association Interim Guidance Document.

Member Purcell asked how often systems are inspected and what is required for an annual inspection. Mr. Rybski reported there is no annual re-inspections, and in terms of permitting and installation it depends on the type of system. Mr. Rybski explained the different types of systems, and if they are meeting certain specifications and requirements of the state code. Mr. Rybski said that it is difficult for them to define inspections based on the complicated systems that are now being installed. Mr. Rybski said there are very few septic contractors in the County, and the Health Department works closely with them in

scheduling the inspections during specific stages of installation. Mr. Curatti stated that a key component in their communication with contractors, is to encourage contractors to meet often with their clients, so their clients understand step-by-step what the contractor is doing and what kind of inspections will be required with the particular type of system that the contractor and homeowner have chosen together. Mr. Rybski said that when permits are approved, the contractor, PBZ, the property owner all receive copies, and then a copy is maintained in the Health Department.

Discussion on *Section 1, Scope*. **The Health Department will separate the operation, maintenance and service components and improve the language in this section prior to the Committee of the Whole meeting.**

Member Prochaska questioned the suggested changes for *Section 10, E, 5 & 6*. Mr. Curatti said that the state code provides a matrix that shows all of the natural elements that require set-backs, and all of the different components of the septic system, and said those then have to be matched and aligned, and that the contractors are well versed in applying for a permit that meets that matrix. **There was consensus by the committee to not include the State's Attorney's Office recommendations in the ordinance for this section.**

Member Prochaska made a motion to remove both paragraphs in *Section 13 Fees*, with the current fee schedule as of August 15, 2016, second by Member Purcell. **With four members voting aye, the motion carried.**

Discussion on *Section 23 Penalty*. **The Health Department will change the ordinance so that the amount of the fines will be listed as "not less than \$100, and no more than \$1000".**

Member Prochaska made a motion to forward the Water Supplies Ordinance with the proposed change to the September 15, 2016 Committee of the Whole meeting for review and further discussion, second by Member Koukol. **With four members voting aye, the motion carried.**

Recommend Revisions to the Home Kitchen Operations Ordinance – Discussion on the revision, section D, Incorporation Clause. Member Prochaska stated that the language is already in the Food Protection Ordinance. **There was consensus by the committee that no further action would be needed on this ordinance.**

NEW BUSINESS – None

CHAIRMAN'S REPORT – No report

PUBLIC COMMENT – None

ITEMS FOR THE COMMITTEE OF THE WHOLE

- *Review of the Food Protection Ordinance*
- *Review of Water Supplies Ordinance*
- *Review of Onsite Wastewater Treatment System Ordinance*

ACTION ITEMS – None

EXECUTIVE SESSION – None Needed

ADJOURNMENT - Member Prochaska made a motion to adjourn the meeting, second by Member Purcell. **The meeting was adjourned at 11:22a.m.**

Respectfully Submitted,

Valarie McClain
Administrative Assistant/Recording Secretary