

**KENDALL COUNTY BOARD AGENDA
ADJOURNED SEPTEMBER MEETING**

**Kendall County Office Building, Rooms 209 & 210
Tuesday, December 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
 - A. Oswego Boy Scout Pack 384
8. Citizens to Be Heard
9. Executive Session
10. New Business
 - A. Approve County Board Committee Assignments
11. Old Business
12. Standing Committee Reports
 - A. Administration/HR
 - B. Finance Committee
 - C. Standing Committee Minutes Approval
13. Special Committee Reports
 - A. Kencom Executive Board
 - B. Housing Authority
14. Chairman's Report

**Appointments
Announcements**

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

**KENDALL COUNTY BOARD
ADJOURNED SEPTEMBER MEETING
November 1, 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, November 1, 2016 at 6:50 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 Cullick moved to approve the submitted minutes from the Adjourned County Board Meeting of 10/4/16. Member Prochaska seconded the motion. Chairman Shaw asked for a voice vote on the motion. All members present voting aye. Motion carried.

THE AGENDA

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

CITIZENS TO BE HEARD

Todd Milliron stated that the agenda needs to be followed and the Open Meetings Act should not be ignored.

Jan Alexander made comments regarding the security at the County Building; concerns are real and the employees and officials need to be educated on how to talk to people.

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

NEW BUSINESS

2017 Health Care Coverage

Member Koukol made a motion to approve the 2017 health care coverage proposal from United Health Care. Member Gryder seconded the motion. Chairman Shaw asked for a roll call vote on the motion. All members present voting. Motion carried.

STANDING COMMITTEE REPORTS

Public Safety

Member Prochaska stated that the minutes are in the packet from the October 17, 2016 meeting.

Administration/HR

Amendment of Downstate Operating Assistance Grant Agreement

Member Cullick made a motion approve the amendment to resolution authorizing the execution and amendment of the Downstate Operating Assistance Grant Agreement. Member Koukol seconded the motion. Chairman Shaw asked for a roll call vote on the motion. All members present voting aye. Motion carried.

RESOLUTION AUTHORIZING EXECUTION AND AMENDMENT OF DOWNSTATE OPERATING ASSISTANCE GRANT AGREEMENT

WHEREAS, the provision of public transportation service is essential to the people of Illinois; and

WHEREAS, the Downstate Public Transportation Act (30 ILCS 740/2-1 *et seq.*) ("Act") authorizes the

State

of Illinois, acting by and through the Illinois Department of Transportation, to provide grants and make funds available to assist in the development and operation of public transportation systems; and

WHEREAS, grants for said funds will impose certain obligations upon the recipient, including provision by it of the local share of funds necessary to cover costs not covered by funds provided under the Downstate Public Transportation Act.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY BOARD OF KENDALL COUNTY:

Section 1. That the County of Kendall enter into a Downstate Public Transportation Operating Assistance Agreement ("Agreement") with the State of Illinois and amend such Agreement, if necessary, for fiscal year 2017 in order to obtain grant assistance under the provisions of the Act.

Section 2. That the County Board Chairman of the County of Kendall is hereby authorized and directed to execute the Agreement or its amendment(s) on behalf of the County of Kendall for such assistance for fiscal year 2017.

Section 3. That the County Administrator of the County of Kendall is hereby authorized to provide such information and file such documents as may be required to perform the Agreement and to request and receive the grant funding for fiscal year 2017.

Section 4. That while participating in said operating assistance program the County of Kendall shall provide all required local matching funds.

PRESENTED and ADOPTED this 1st day of November, 2017

John A. Shaw, County Board Chairman

Debbie Gillette, County Clerk and Recorder

Highway

Low Bid – Fox Road box culvert

Member Koukol moved to approve the low bid of D Construction, Inc in the amount of \$259,357.62 for the Fox Road box culvert using Transportation Sales Tax Funds. Member Gilmour seconded the motion. Chairman Shaw asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

Economic Development

Member Koukol said they went over the economic outlook breakfast.

Finance

CLAIMS

Member Purcell moved to approve the claims submitted in the amount of \$1,664,196.65 and Petit Juror Claims in an amount not to exceed \$2,050.00. Member Gryder seconded the motion.

COMBINED CLAIMS: FCLT MGMT \$25,834.34, B&Z \$2,277.70, CO CLK & RCDR \$571.72, ELECTION \$21,773.73, SHRFF \$8,937.02, CRRCTNS \$14,641.09, MERIT \$227.00, EMA \$113.20, CRCT CT CLRK \$120.34, JURY COMM \$2,100.73, CRCT CT JDG \$8,396.65, CRNR \$4,810.44, CMB CRT SRV \$12,842.15, PUB DFNDR \$1,284.15, ST ATTY \$4,663.94, SPRV OF ASSMNT \$38,838.67, CO TRSR \$799.80, EMPLY HLTH INS \$362,055.02, OFF OF ADMN SRV \$15.96, GNRL INS & BNDG \$162.00, CO BRD \$261.11, TECH SRV \$6,000.00, ECON DEV \$154.98, CAP IMPRV FND \$17,472.91, LIABIL INS \$33,241.28, CO HWY \$243,473.64, CO BRDG \$125,517.87, TRNSPRT SALES TX \$398,075.47, HLTH & HMN SRV \$227,653.61, FRST PRSRV \$1,725.59, ELLIS HS \$1,061.19, ELLIS

BRN \$283.21, ELLIS GRNDS \$104.60, ELLIS CMPS \$117.00, ELLIS RDNG LSSNS \$474.07, ELLIS BDAY PARTIES \$200.38, ELLIS WDDNGS \$1,146.00, HOOVER \$3,290.45, ENV ED NTRL BEGINNINGS \$88.60, GRNDS & NTRL RSRCS \$940.51, FP DBT SRV '09 \$1,552.00, ANML CNTRL \$245.72, RCDR DOC STRG \$187.85, SHRFF PRV OF ALCHL-CRIM \$62.85, DRG ABS FND \$78.67, HIDTA \$48,516.84, CMSRY FND \$112.25, HGBF K-9 FND \$15,091.00, LAW LBRY \$5,799.50, CLD SPPRT CLLCT EXP FND \$534.42, PRBTN SRV \$5,501.00, KAT \$836.00, EMPLY BNFT PRGM \$1,347.46, PUB SFTY \$6,900.00, VAC \$3,597.97, FP BND PRCDS '07 \$4,135.00

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

Tentative Fiscal Year 2016-2017 Budget

Member Purcell made a motion approve filing of the tentative Fiscal Year 2016-2017 County of Kendall, Illinois Budget with the County Clerk. Member Gryder seconded the motion. Chairman Shaw asked for a roll call vote on the motion. All members present voting aye except Flowers and Wehrli. **Motion carried 8-2.**

Judicial/Legislative

Honoring Bradley Stephen Barrett

Member Prochaska made a motion approve the resolution Honoring Bradley Stephen Barrett. Member Wehrli seconded the motion. Chairman Shaw asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

A complete copy of Resolution 16-34 is available in the Office of the County Clerk.

Animal Control

Member Wehrli stated that the minutes are in the packet from the October 19, 2016 meeting.

Health and Environment

Member Wehrli stated that the minutes are in the packet from the October 17, 2016 meeting.

Committee of the Whole

Chairman Shaw stated that the minutes are in the packet from the October 13, 2016 meeting.

STANDING COMMITTEE MINUTES APPROVAL

Member Prochaska moved to approve all of the Standing Committee Minutes and Reports with the amendment of the Finance minutes on page 2 to state \$2,000,088 deficit. Member Cullick seconded the motion. Chairman Shaw asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

SPECIAL COMMITTEE REPORTS

Kencom Executive Board

Member Gilmour stated that they passed the budget for the coming year.

Housing Authority

Member Prochaska stated that they will meet in November.

Historic Preservation

Member Wehrli stated that they will meet in November in Oswego.

UCCI

Member Prochaska they had their fall education seminar they discussed the school funding formula, the Governor's local government and consolidation task force and results that came from it. They discussed PTELL and property taxes.

CHAIRMAN'S REPORT

Appointments

Clint Vaughn (replacing Larry Larson) – Newark Fire Protection District – 3 year term – Expires April 2018

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

OTHER BUSINESS

Final board meeting scheduled to pay final bills, approve the budget, and any other business on Tuesday November 29, 2016 at 4:30pm.

ADJOURNMENT

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

Approved and submitted this 28th day of November, 2016.

Respectfully submitted by,
Debbie Gillette
Kendall County Clerk

COUNTY OF KENDALL, ILLINOIS
ADMINISTRATION HUMAN RESOURCES COMMITTEE
Meeting Minutes
Tuesday, November 22, 2016

CALL TO ORDER

The meeting was called to order by Admin HR Committee Chair Lynn Cullick at 5:44p.m.

ROLL CALL

Committee Members Present: John Purcell - yes, Judy Gilmour – here, Lynn Cullick – here

Committee Members Absent: Dan Koukol

John Shaw entered the meeting at 5:45p.m. and left the meeting at 6:20p.m.

Others present: Scott Koeppel, Jeff Wilkins

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

APPROVAL OF MINUTES: Member Gilmour made a motion to approve the October 24, 2016 meeting minutes, second by Member Purcell. **With three members in agreement, the motion carried.**

PUBLIC COMMENT – None

DEPARTMENT HEADS AND ELECTED OFFICIALS REPORTS

Technology – Scott Koeppel updated the committee on current projects, and the end of year computer purchase of the Surface computers and the new desk top computers for those that are in need of being replaced/updated.

COMMITTEE BUSINESS

- *Approve Systems Administrator Job Description* – Scott Koeppel stated that this job description would be filled by a current employee, and has been reviewed by the State’s Attorney’s Office.
- *Approve Computer Support Specialist Job Description* – This would be for a new employee to assume the responsibility of the position.

Member Gilmour made a motion to forward the Systems Administrator and Computer Support Specialist job descriptions to the County Board for approval, second by Member Purcell. **With four members voting aye, the motion carried.**

- *Employee Handbook Updates* – Item tabled to a future meeting
- *Discuss New Board Member Training* – Member Cullick stated that the new Board Member Training will be held on December 15, 2016 at the Committee of the Whole meeting. Other topics that will be included are the Open Meetings Act, Technology, Board Rules of Order, Ethics Ordinance, Elected Officials and Appointed Department Heads, Timesheets, Pay Vouchers, attendance forms, as well as other various topics.
- *Update Wellness and Healthcare Program* – Jeff Wilkins reported that the Wellness Program and the Alternate Contribution Structure will not be implemented until 2018.

ITEMS FOR COMMITTEE OF THE WHOLE - None

ITEMS FOR COUNTY BOARD

- *Approve Systems Administrator Job Description and Computer Support Specialist Job Description*

EXECUTIVE SESSION – Not needed

ADJOURNMENT – Member Gilmour moved to adjourn the meeting at 7:43p.m., Member Purcell seconded the motion. **The motion was unanimously approved by a voice vote.**

Respectfully Submitted,

Valarie McClain
Administrative Assistant/Recording Secretary

COUNTY OF KENDALL, ILLINOIS
BUDGET & FINANCE COMMITTEE
SPECIAL Meeting Minutes
Monday, November 28, 2016

Call to Order

The Budget and Finance Committee was called to order by Chairman John Purcell at 5:30p.m.

Committee Members Present: Bob Davidson yes, Scott Gryder -yes, Matthew Prochaska - yes, John Purcell - yes

Committee Members Absent: Elizabeth Flowers

Others Present: Latreese Caldwell, Jeff Wehrli, Jeff Wilkins

Claims Review and Approval– Member Prochaska moved to forward to the County Board the Approval of Claims in an amount not to exceed \$ 1,394,550.74, General Election Judge Claims in an amount not to exceed \$ 70, 937.38, Grand Juror Claims in an amount not to exceed \$ 286.84, and Petit Juror Claims in an amount not to exceed \$ 1,291.24, second by Member Davidson. **With Members Prochaska, Davidson and Purcell voting aye, and Member Gryder Abstaining, the motion carried.**

Items from Other Committees – None

Department Head and Elected Official Reports - None

Items of Business

- *Approval of Kendall County Fiscal Year 2016-2017 Combined Budgets and Appropriations Ordinance for all funds with total expenditures not to exceed \$66,000,000 and fund transfers-out not to exceed \$8,000,000* – Member Prochaska made a motion to forward the budget to the County Board for approval, second by Member Gryder. Member Purcell reviewed the General Fund, and FY2017 Levy Calculations & Requests.

Discussion on a possible hiring freeze, layoffs and other ways to have a balanced budget.

With four members voting aye, the motion carried.

Other Business - None

Public Comment – None

Questions from the Media – None

Items for Committee of the Whole – None

Executive Session – Not needed

Items for County Board

- *Approval of Claims in an amount not to exceed \$ 1,394,550.74, General Election Judge Claims in an amount not to exceed \$ 70, 1937.38, Grand Juror Claims in an amount not to exceed \$ 286.84, and Petit Juror Claims in an amount not to exceed \$ 1,291.24*
- *Approval of Kendall County Fiscal Year 2016-2017 Combined Budgets and Appropriations Ordinance for all funds with total expenditures not to exceed \$66,000,000 and fund transfers-out not to exceed \$8,000,000*

Adjournment – Member Gryder made a motion to adjourn the Budget and Finance Committee meeting, second by Member Prochaska. **The meeting adjourned at 6:12p.m.**

Respectfully submitted,

Valarie McClain
Administrative Assistant/Recording Secretary