COUNTY OF KENDALL, ILLINOIS
Budget & Finance Committee
BUDGET PRESENTATIONS
Tuesday, September 26, 2017

MEETING MINUTES

1. **Call to Order:** Committee Chair John Purcell called the meeting to order at 11:01 a.m.

2. **Members Present:** Matt Kellogg, Lynn Cullick, Matthew Prochaska, Bob Davidson, John Purcell

   **Others Present:** Latreese Caldwell, Bob Jones, Scott Koeppel

3. **Review of Budgets** – Latreese Caldwell provided preliminary information regarding the submitted office/department budgets for Fiscal Year 2018.

4. **Budget Presentations**

   **Jacquie Purcell, Coroner’s Office** – Coroner Purcell reviewed the budget and informed the committee of the reductions that were made to bring them to a flat budget. Coroner Purcell made the following changes: an increase of $5,000 for Per Call Salaries, an increase of $1,000 in Toxicology Testing, and decreases in the Deputy Coroner Salary, Office Supply, Postage, Training, Vehicle Maintenance, X-Rays, Morgue Supply, Disposition of Indigent Persons, and the Histology lines.

   **Dwight Baird, Sheriff’s Office** – Sheriff Baird reported that since 2015, he has reduced his staff by 7.5 full-time equivalency, and they proposed to maintain that level for the next year, and that there are additional savings of pension cost reduction and other associated benefits of employment. Sheriff Baird reviewed the following budgets:

   - **Sheriff’s Office (Patrol):** a $32,000 increase which is contractual and non-personnel contractual expenses

   - **Corrections:** a 6.94 percent increase due entirely to contractual obligations, a flat operations budget, and a 5% salary increase. Sheriff Baird stated that his office is still in negotiations with two union groups, and that there will be an increase in both contractual and non-personnel lines.

   **Revenue Projections** – estimate coming in at $1.2 million for county and federal prisoners, and fines & fees estimated at $320,100. Sheriff Baird stated that estimated 2017 revenues is $1.682 million, with $1.4 budgeted
or $245,000 over what was projected last year due to Cook County inmates housed here, and DeKalb County constructing a new jail and housing their inmates here in Kendall County during the various construction phases.

- **The Merit Commission**: FY 18 Budget will be flat, but current budget is over slightly due to candidate testing.

- **Capital Expenses**: The Sheriff stated that his capital requests include the purchase of five new squad vehicles and a patrol video recording system.

**Eric Weis, State’s Attorney’s Office** – Mr. Weis reported that the Civil Division has had a dramatic increase in legal reviews for other County Offices, grievances, lengthy and time-consuming FOIA requests, follow-ups with the Attorney General’s Office, and Collective Bargaining. Mr. Weis also reported that he needs to fill the 1st Assistant position for the Criminal Division as soon as possible this year. Mr. Weis is proposing a 2.5 percent salary increase for his staff.

**Director Joe Gillespie, EMA** – Director Gillespie reported that the EMA budget is fully grant funded, and that there will be an increase in grant monies for next year, of which twenty-five percent could possibly be used for staff IMRF/SS benefits. Director Gillespie reviewed the increases that he is guaranteed to receive in addition to his budget.

Director Gillespie also stated that there is $15,421 dollars available through the IEMA grant that could be used for air conditioning at the Public Safety Center.

**Judge Tim McCann, Judicial Office** – Judge McCann reported there continues to be a shortage of funds for the law library, and that the Board may want to consider an increase in fees. Judge McCann will obtain additional information and provide that to the Finance Committee at a later date.

Judge McCann is proposing a 2.5 percent increase in the full-time bailiff salary line, and no increase in for the Court Administrator position. Judge McCann reported the Jury Commission budget will remain flat this coming year.

**Judge John McAdams, Drug Court** – Judge McAdams reported there are 14 citizens enrolled in the Adult Redeploy program for 2018. Judge McAdams stated that the Drug Court staff included Armando Rodriguez as the Probation Officer, and Michelle DelMuro as the Coordinator. Ms. DelMuro is now working in a part-time capacity.

**Tina Varney, Court Services/Probation Office** – Director Varney reported the current probation officer contract will expire in November 2017, and that they are currently in negotiations and awaiting a meeting date with union representatives.

Ms. Varney reported she appropriated $5,000 revenue for Juvenile Placement, but
to date has collected $22,000. Ms. Varney stated they have received $357,147 in salary reimbursement for FY2017, but anticipate an additional $13,000 before this year’s end, for a total state reimbursement of $371,000. for FY2017. She said the state anticipates the FY2018 salary reimbursement to be $357,147. Ms. Varney also reported she anticipated revenue for Delinquency Diversion of $8,000, but has received $13,000 combined from Plano, Oswego and Yorkville.

Ms. Varney reported she plans to replace one vehicle in FY 2018, as well as establish a new fund (Probation Fee Collection) for furniture replacement, since they are still using original furniture from Courthouse Opening years ago.

Robyn Ingemunson, Circuit Clerk Office – Ms. Ingemunson stated that she will not fill one vacant position in FY2018. Ms. Ingemunson is requesting additional funding for document storage fund, because she spent $209,000, but only received $99,500. Ms. Ingemunson is also proposing a document storage fee increase from $15 to $25.

Ms. Ingemunson informed the committee that court automation for all of the judges will total approximately $90,000., E-file Illinois Integration will be $30,000., and E-citation will be implemented in the next few years. Ms. Ingemunson said that the Administration Fund decreased by $4,000., and that the Weekend Bond Call will increase by $3,000. Ms. Ingemunson is proposing a salary increase of $1,200. Per employee for a total of $27,600.

Andy Nicoletti/Assessment Office – Mr. Nicoletti reviewed the proposed modifications to his budget for FY2018 with the committee.

Sandra Davis/University of IL Extension Office – Ms. Davis reviewed the budget with the committee, and reported they received a two-percent salary increase in February and a one-percent increase in August. Ms. Davis also reported a decrease of $2,500. In other wages, and a decrease of $1,000. In travel expenses. Discussion on the amount paid for their office space lease, and other options when their current lease ends.

Scott Koeppel and Gina Hauge/Technology Services – Mr. Koeppel reported they are proposing a three-percent salary increase for Technology Services and GIS personnel. Mr. Koeppel stated they are requesting new line items for the Internet, and for the Copiers. GIS will pay ten-percent of the Internet bill, and Technology will increase the Cell Phone line item due to increased service calls. Discussion on KenCom switching to the Tyler System, which will include all law enforcement records, etc., KenCom paying for dispatch only, and the New World Software currently used in the Sheriff’s Office.

Chad Lockman/Veteran’s Assistance Commission – Superintendent Lockman reported the number of veteran’s being helped through VAC has increased sixty-five percent in 2017, and increased one hundred-fifty percent since 2015. Mr.
Lockman reported that his office has assisted veterans in obtaining $620,000 in retro pay for various benefits and monies owed. Mr. Lockman stated that both NICOR and ComEd have programs for veterans with assistance in paying electric bills. The CHAMP program is a financial-assistance program that offers an optional package of benefits to qualified personnel who reside within the ComEd or NICOR service areas.

Mr. Lockman reported that the VAC budget was decreased by $18,000 for FY2018.

Fran Klaas/Highway Department – Mr. Klaas reviewed the Highway Department budget for FY2018 with the committee, including the property tax levies, county highway, county bridge and federally matching funds. Mr. Klaas stated that the tax levy has not been increased for at least ten years. Discussion on non-union salary increases, and varies projects throughout the County.

Bruce Konicek, Megan Andrews & Jenny Wold/KC Soil & Water District – Mr. Konicek reviewed the District’s budget with the committee, and stated that they are once again asking the County for the same contribution in FY2018. Discussion on office space, current rent, and current lease expiration date.

5. **Other Business** - none

7. **Executive Session** – none needed

8. **Adjournment** – Member Prochaska made a motion to adjourn the Budget Presentation, second by Member Cullick. **With all in agreement, the meeting adjourned at 2:59 p.m.**

Respectfully submitted,

Valarie A. McClain
Administrative Assistant & Recording Clerk