AGENDA

1. Call to Order and Pledge of Allegiance

2. Roll Call

3. Items of Business

   From Admin/HR Committee: Recommend purchase of video recording equipment and configuration up to $2580

   From Per Diem Ad-Hoc Committee:

   a. Discussion of the use of a sign-in sheet at County meetings (created by County Treasurer's Office)

   b. Discussion on future compensation of Board

4. Review Board Action Items

5. Executive Session

6. Public Comment

7. Questions from the Media

8. Adjournment
RESOLUTION 2013-09

A RESOLUTION ADOPTING THE KENDALL COUNTY WEBSITE TRANSPARENCY POLICY

WHEREAS, the Kendall County Board recognizes the importance and the need for an open and transparent government to serve its residents; and

WHEREAS, the Kendall County Board is committed to transparency in the conduct of the public’s business; and

WHEREAS, the Kendall County Board has developed standards for the Kendall County website to provide the public with information in an accountable and transparent manner; and

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

The Kendall County Website Transparency Policy, attached hereto and made a part of as Exhibit “A”, is hereby adopted by the County Board of Kendall County.

ADOPTED BY THE COUNTY BOARD OF TRUSTEES OF KENDALL COUNTY THIS 17TH DAY OF APRIL, 2013.

Attest:

John Shaw
County Board Chairman

Debbie Gillette
County Clerk
County of Kendall
County Board Policy

Policy Subject: County Website Transparency
Date Adopted: April 16, 2013
Revised: N/A
Updated: N/A

I. Purpose
This policy provides guidance as to how the County Board presents public information in a transparent and accountable manner, with emphasis on openness, ethics, and fiscal responsibility. This policy is a minimum standard and should not inhibit other public information presented on the County’s website by Kendall County departments, Kendall County elected officials, Kendall County Board of Health, and Kendall County Forest Preserve District.

II. Effective Date
The provisions of this Policy shall be applicable on or after April 16, 2013.

III. Procedures/Guidelines
As part of the commitment of the County Board to open, transparent and honest government, the County website at www.co.kendall.il.us shall include the following information and documents accessed by a link named “Transparency” on the website homepage.

1. Elected & Administrative Officials
The County website shall include contact information, including name, department or office, job title, mailing address, facsimile number, telephone number, and an electronic contact method for all elected County Board members, elected officials, appointed administrators, directors and department heads for all County operations.

2. Meeting Information
The County website shall comply with the Illinois Open Meetings Act. The County website shall include the annual meeting schedule and monthly calendar for all meetings of the County Board and its advisory committees. The County website shall also identify the current County Board committee assignments. The monthly calendar will be available for viewing in electronic format and printable in pdf format. The updated electronic monthly calendar shall present agendas for all meetings of the County Board’s advisory committees. The website shall also include agendas, packets, minutes, audio and video recordings of all open sessions of County Board meetings. The video provision shall only come into effect when the County Board passes a video
policy that deals with the recording of, and disposal of video records. Meeting dates may be changed, and meetings may be canceled, subject to the requirements of the Open Meetings Act. The County shall use its best efforts to promptly update the County’s website to notify the public of any canceled or rescheduled meetings.

The County Board meeting agendas, packets and minutes shall remain available on the County’s website for a minimum of four years after completion of the County Board meeting. Audio recordings of open sessions of County Board meetings shall remain on the County’s website for at least one calendar year after completion of the County Board meeting. The County Clerk shall remove all audio recordings for the prior calendar year. Subsequently, the County Clerk shall apply to the Illinois Records Commission for disposal of all audio recordings of open sessions that have been removed from the County’s website.

3. Public Records
The County website shall include the name, department or office, job title, mailing address, telephone number, and an electronic contact method for all County Freedom of Information Act (FOIA) Officers, along with the mailing address, facsimile number, and electronic submission method for FOIA requests.

4. Budgets
The County website shall include the detailed budget for the current fiscal year, along with the detailed budgets for a minimum of four prior fiscal years.

5. Financial Audits
The County website shall include the County’s Annual Audited Financial Reports for a minimum of four years after the County’s auditor presents the Audited Financial Report to the County Board.

6. Expenditures
The County website shall include the County’s bi-monthly claims reports starting April 16, 2013 showing County expenditures approved by the County Board to all individuals and third-party vendors. The claims reports should include the name of the payee, a brief description of expenditure, the amount of expenditure, and the line item account number. Bi-monthly claims will remain on the County’s website for a minimum of four years after the County Board has approved the claims.

7. Salary & Benefits
Starting with Fiscal Year 2013, the County website shall display total compensation for each County budgeted position per fiscal year in accordance with Public Act 97-0609. Each County budgeted position will be displayed by position and department or office. County paid benefits shall be shown in separate categories, including, total compensation, budgeted salary, clothing allowance, health and dental insurance, life insurance, pension, FICA, and Medicare. In addition, annual vacation days, annual personal and sick days, and annual number of holidays will be shown for each County
budgeted position. This information shall be updated within six (6) business days after the beginning of each fiscal year and shall remain available on the County’s website for a minimum of three years after the information has been posted on the County’s website.

8. Contracts
The County website shall include a list of all vendor contracts over $30,000 approved by the County Board starting April 16, 2013. The vendor’s name, the awarding office or agency, the dollar value of the contract, and a brief description of the goods or services provided shall be listed on the County website. The list of vendor contracts shall remain available on the County’s website for three years after the contracts have been executed by the parties.

The County website shall also display the current union contracts for all bargaining units. The union contract will remain posted on the website until a new union contract is approved and ratified by the bargaining unit, the Kendall County Board and the respective elected official.

9. Lobbying
The County Board does not currently have a contract with a certified lobbyist. The County Board, Elected Officials and multiple departments have memberships with various associations. Each January, the County website shall be updated to include all association memberships provided by the Kendall County Board, Kendall County elected officials and Kendall County departments.

10. Taxes and Fees
Each January, the County website shall be updated to include the current fee schedule submitted by Kendall County elected officials and Kendall County departments, the prior year’s actual property tax rate, the following year’s estimated property tax rate, and Kendall County sales tax rates for public safety and transportation. This information will be listed on the County website in a user-friendly format.
Committee Meeting ______________________ Date __________ Time ________

<table>
<thead>
<tr>
<th>ATTENDEES</th>
<th>SIGNATURES OF ATTENDEES</th>
<th>PAY</th>
<th>DON'T PAY</th>
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<tbody>
<tr>
<td>John Shaw</td>
<td>_________________________</td>
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<td>Judy Gilmour</td>
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<td>John Purcell</td>
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<td>Matthew Prochaska</td>
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<td>Amy Cesich</td>
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<td>Scott Gryder</td>
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<td>Lynn Cullick</td>
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<td>Dan Koukol</td>
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<td>Jeff Wehrli</td>
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<td>Elizabeth Flowers</td>
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______________________________  ______________________________
Committee Chair                Recording Secretary

*Signing this form verifies meeting occurrence and attendance ONLY!*

Copy to:
- [ ] County Treasurer
- [ ] County Clerk
- [ ] Committee Packet
- [ ] Recording Secretary
Summary of Fiscal Year 2013:

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<tr>
<th>Description</th>
<th>Amount</th>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Total Per Diems</td>
<td>$74,800</td>
<td>Avg per diems per Board member</td>
<td>$8,311</td>
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<tr>
<td>Total Salaries</td>
<td>$21,600</td>
<td>Salary per Board member</td>
<td>$2,400</td>
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<tr>
<td>Total Mileage reimb.</td>
<td>$6,805</td>
<td>Avg mileage reimbursement</td>
<td>$756</td>
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<tr>
<td>TOTAL</td>
<td>$103,205</td>
<td>AVERAGE</td>
<td>$11,467</td>
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Chairman & Liquor Cms Salary $13,200

Fiscal Year 2014 Budget:

<table>
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<tr>
<th>Description</th>
<th>Amount</th>
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<tbody>
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<td>Total Per Diems</td>
<td>$86,800</td>
</tr>
<tr>
<td>Total Salaries</td>
<td>$21,600</td>
</tr>
<tr>
<td>Total Mileage</td>
<td>$12,000</td>
</tr>
<tr>
<td>TOTAL 2014</td>
<td>$120,400</td>
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Chairman & Liquor Cms Salary $13,200
1. Call to Order
2. Roll Call
3. Determination of a Quorum
4. Approval of Previous Month's Minutes
5. Approval of Agenda
6. Special Recognition
7. Correspondence and Communications – County Clerk
8. Citizens to Be Heard
9. Executive Session
10. Old Business
11. New Business
   A. Public Hearing to obtain public comment and consider the economic, social, and environmental effects of the application for Public Transportation Financial Assistance under Section 5311 of the Federal Transit Act of 1991, as amended (49 U.S.C. § 5311)
12. Elected Officials Report and Other Department Reports
   A. Sheriff
   B. County Clerk
   C. Treasurer
   D. Clerk of the Court
   E. State’s Attorney
   F. Coroner
   G. Health Department
   H. Supervisor of Assessments
13. Standing Committee Reports
   A. Planning, Building & Zoning
      1. Approval of a host fee agreement with Green Organics Inc.
      2. Petition 13-26: Granting a Major Amendment to a Special Use for Green Organics Inc., Milroy Farms LLC & Bristol Ventures LLC at 1270 East Beecher Road to continue operation of their regional compost facility modifying the site plan and modifying the special use conditions placed on the property
      3. Petition 14-02: Granting a Major Amendment to a Special Use for Dickson Valley Ministries at 8250 Finnie Road to continue operation of their camp and retreat center, modify their site plan and modify the special use conditions placed on the property
   B. Public Safety
      1. Approval of Mediation Agreement between the Illinois Fraternal Order of Police Labor Council (Corrections Sergeants), the County of Kendall and the Kendall County Sheriff to use the mediation services of the Federal Mediation and Conciliation Services if mediator services are required
   C. Administration/HR
   D. Highway
      1. Resolution appropriating $1,100,000 of County Motor Fuel Taxes for the resurfacing of Orchard Road from Mill Road to U.S. Route 30
      2. Resolution appropriating $300,000 of County Motor Fuel Taxes for the resurfacing of Millbrook Road from II Rte. 71 to Fox River Drive
      3. Resolution appropriating $425,000 of County Motor Fuel Taxes for the resurfacing of Ridge Road from Caton Farm Road to Wheeler Road
      4. Local Agency Agreement for Federal Participation to construct safety shoulders on Newark Road at an estimated total cost of $1,200,000 with a local share of costs at $240,000
      5. Revised Supplemental Engineering Agreement for professional engineering services between Kendall County and Hutchison Engineering, Inc. for completion of Phase II Engineering on the proposed Eldamain Road Improvement from Menards Distribution Center to Galena Road in an amount not to exceed $30,000
      6. Resolution to change the name of Grove Road remnant to Old Grove Road at Rte. 126
      7. Award Transportation Alternatives Program Grants to the following agencies:
         a. Oswego Land Park District NTE $6,000
         b. Village of Oswego NTE $20,000
         c. City of Plain NTE $25,000
         d. City of Yorkville NTE $5,000
      8. Engineering Agreement with Willett Hofmann & Associates, Inc. to analyze all bridges on the County Highway System (28 bridges total) to determine allowable overweight loads that can be permitted at a
cost not to exceed $30,000, with the stipulation of an explanation from the County Engineer if this was budgeted and which funds monies will be expended.

9. Resolution Appropriating Funds for the Payment of the County Engineer’s Salary of $106,306 and authorizing IDOT to transfer $53,153 of Federal Surface Transportation Funds in return for an equal amount of State funds.

E. Facilities Management
F. Finance Committee
   1. Approve Claims in an amount not to exceed $10,000.
G. Judicial/Legislative
H. Animal Control
I. Health & Environment
J. Committee of the Whole
K. Standing Committee Minutes Approval

14. Special Committee Reports
A. Public Building Commission
B. VAC
C. Historic Preservation Commission
D. Board of Health
E. 708 Mental Health Board
F. River Valley Workforce Investment Board
G. Per Diem Ad Hoc
H. Regional Office of Education

15. Other Business
16. Chairman’s Report

Appointments
James McCarty – Bristol-Kendall Fire Protection District Trustee – 3 year term – expires April 2017
David Stewart – Bristol-Kendall Fire Protection District Trustee – 3 year term – expires April 2017
Paul Anderson – Oswego Fire Protection District Trustee – 3 year term – expires April 2017
Brent Ekwinski – Yorkville-Bristol Sanitary District – 3 year term – expires May 2017
Jim Jensen – Board of Health – 3 year term – expires March 2017
Jeremy Swanson – Housing Authority – 5 year term – expires June 2019
Robert Tripp – Oswego Fire Protection District Trustee – 3 year term – expires April 2017

Announcements
Rodger Long – Oswego Fire Protection District Trustee – 3 year term – expires April 2017

17. Citizens to be Heard
18. Questions from the Press
19. Adjournment