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
   A. Approval for the Sheriff to sign HIDTA Contract for Security Officer & Facility Manager with Michael Bobko effective June 18, 2015 to June 18, 2016 in the amount not to exceed $60,000
   B. Approve resolution to amend the Ordinance Regulating the Retail Sale of Alcoholic Liquors for Unincorporated Kendall County to increase maximum number of Class D licenses from the current maximum of 2 Class D licenses to a maximum of 3 Class D licenses
   C. Approval of Resolution Adopting an Amended Fee Schedule for the Kendall County Circuit Court Clerk effective July 7, 2015
10. Old Business
11. Standing Committee Reports
   A. Public Safety
   B. Administration/HR
      1. Approval of the Technology Director’s Job Description
      2. Approval of the Technical Services Agreement between The Regional Transportation Authority and Kendall County for $184,000 grant funding provided by Section 5310 of the Federal Transit Act, titled Enhanced Mobility of Seniors and Individuals with Disabilities Program of the Federal Transit Administration
      3. Approval of the Amended Pass Through Agreement for Public Transportation Financial Assistance between Kendall County and the Voluntary Action Center
   C. Highway
      1. Approve Resolution approving low bid of Riber Construction, Inc. in the amount of $287,657.00 to construct a concrete box culvert on Chicago Road in Lisbon Township
   D. Economic Development
      1. Approval of CMAP LTA Resolution and Memorandum of Understanding
      2. Approval of Resolution to Support Regional Economic Development Collaboration
      3. Approve Revolving Fund loan to Robert and Debra Dearborn for Countryside Café in an amount of $80,000 at 2.1% interest rate and 7 year amortization
      4. Approve Revolving Fund loan to Yanos Hagos, Ernest Johnson, and Armando Velasquez for Civilian Force Arms in an amount of $90,000 at 2.9% interest rate and 5 year amortization
   E. Finance Committee
      1. Approve claims in an amount not to exceed $1,549,064.95 and the approval of Petit and Grand Juror claims in an amount not to exceed $4,475.00
      2. Approval of a replacement of the Technology Director position
      3. Approval of the release of Budget & Finance Committee Executive Session minutes from March 14, 2013
   F. Judicial/Legislative
   G. Animal Control
      1. Approval of the Release of Closed Session Minutes from July 9, 2014
   H. Health & Environment
   I. Standing Committee Minutes Approval
12. Special Committee Reports
A. Historic Preservation
B. Kencom Executive Board
C. Housing Authority

13. Chairman’s Report

**Appointments**

**Announcements**

Chief Mike Vesseling (replacing Rick Neitzer) – Oswego Fire District Primary Rep for KenCom Executive Board
Dick Kuhn – Oswego Fire District Alternate Rep for KenCom Executive Board
Richard (Dick) Whitfield – Zoning Board of Appeals – 5 year term – expires July 2020
Jim Porter Resignation from Rob Roy Drainage District effective July 1, 2015

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

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, June 2, 2015 at 7:15 p.m. The Clerk called the roll. Members present: Chairman John Shaw, Lynn Cullick, Bob Davidson, Elizabeth Flowers, Judy Gilmour, Scott Gryder, Dan Koukol, Matthew 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 5/5/15. 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 Flowers moved to approve the agenda. Member Gryder seconded the motion. Chairman Shaw asked for a voice vote on the motion. All members present voting aye. Motion carried.

SPECIAL RECOGNITION

Member Gilmour mentioned that Carla Mauer was voted as the telecommunicator (dispatcher) of the year for Kencom.

STANDING COMMITTEE REPORTS

Administration/HR

Member Cullick stated that they met on May 26th, they had a presentation that will continue about possible safety testing and things that are being offered by ICRMT.

Economic Development

Member Koukol stated that the loan agenda item be delayed to the next meeting. The minutes in the packet are for the May 22nd meeting not the March 27th meeting, there was a typing error.

Facilities

Constellation to provide electric supply services

Member Davidson made a motion to approve the lowest responsible bidder of Constellation to provide electric supply services to Kendall County for 36 months at a price not to exceed 6.8 cents per kWh. Member Gilmour seconded the motion.

Member Purcell asked what the rates were before and in comparison to now. The rate for electric was 5.847 cents, they anticipate the rate coming in 6.466 cents but they change daily. The rate for gas was 44.9 cents and they anticipate the rate coming in at about 37.8 cents.

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

Centerpoint Energy to provide natural gas supply service

Member Davidson made a motion to approve the lowest responsible bidder of Centerpoint Energy to provide natural gas supply services to Kendall County for 36 months at a price not to exceed 39.9 cents per therm. Member Gilmour seconded the motion. Chairman Shaw asked for a roll call vote on the motion. All members present voting aye. Motion carried.

Groot Industries, Inc.

Member Davidson made a motion to approve the assignment of Kendall County’s existing Complete Sanitation Waste & Recycling contract dated June 20, 2012 to Groot Industries, Inc. Member Gilmour seconded the motion. Chairman Shaw asked for a roll call vote on the motion. All members present voting aye. Motion carried.
Finance

CLAIMS

Member Purcell moved to approve the claims submitted in the amount of $1,245,431.63. Member Gryder seconded the motion.

COMBINED CLAIMS: FCLT MGMT $70,779.71, B&Z $2,208.15, CO CLK & RCDR $321.57, ELECTION $7,208.94, ED SRV REG $690.97, SHRFF $5,157.15, CRRCNTS $19,826.07, EMA $55.53, CRCT CT CLK $567.21, JURY COMM $5,402.99, CRCT CT JDG $3,145.45, CMR CRH SRV $2,417.91, PUB DFNDR $1,614.45, ST ATTY $1,797.43, SPRV OF ASSSN $490.44, CO TRSR $2,083.67, UNMPLY CMP $4,686.00, EMPLY HLTH INS $353,017.63, OFF OF ADM SRV $353.37, GNRL INS & BNDG $49.00, CO BRD $351.91, TECH SRV $1,607.48, CO HWY $46,701.72, CO BRDG $130,000.00, TRNSPRT SALES TX $44,316.92, HLTH & HMN SRV $102,825.18, RGST RSRS $375,968.75

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

Judicial/Legislative

Member Prochaska stated that they did not meet in the month of May they will be meeting on June 24th. They were watching one important bill that did not get passed to restore the jury fees to what they were. The jury fees are now $25.00 per juror for the first day and $50.00 per day for every subsequent day. This is mandated by the state. The county is currently paying approximately $11.00 plus mileage.

Animal Control

Waiver of Adoption Fees for Dogs

Member Wehrli made a motion to approve the sponsor a dog/waiver of adoption fees for dogs with Animal Control longer than 120 days. Member Prochaska seconded the motion.

Member Wehrli stated that they have several animals that occasionally will stay with Animal Control for an extended period of time before claimed.

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

STANDING COMMITTEE MINUTES APPROVAL

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

SPECIAL COMMITTEE REPORTS

Historic Preservation

Member Wehrli asked that they consider SKYPE for members to come into the meeting electronically.

Kencom Executive Board

Member Gilmour stated that they met on May 28, 2015 and they discussed the telecommunicator week that they observed in April, they gave out service awards to the dispatchers, had an appreciation dinner. The meeting was a joint meeting with the operations board. They discussed the issue of legal counsel for the labor negotiations and they have declined the County’s offer to allow the State’s Attorney to be the chief negotiator in the collective bargaining agreements.

Housing Authority

Member Prochaska stated that they met on May 29, 2015. They have sent the County a formal letter for the renewal of the Housing Authority lease for one year. The rental housing support program has been brought back by the Illinois Housing Development Authority so we can start issuing the permits again.

CHAIRMAN’S REPORT

Appointments
Member Gryder moved to approve the appointments. Member Prochaska seconded the motion. Chairman Shaw asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

### Announcements

- Dr. Justin Kwak – Board of Health – 3 year term – Expires June 2018
- Richard Healy – River Valley Workforce Investment Board – 2 year term – Expires September 2017
- David Stewart – Farmland Protection (replacing Jessie Haffenrichter) – Term ends December 2016
- Robyn Ingemunson (Republican) – Interim Clerk of the Circuit Court

### OTHER BUSINESS

Member Davidson stated that on June 19th is the Salute to Veterans dinner.

Assistant State’s Attorney Leslie Johnson provided a procedural update to the board regarding the lawsuit with Mr. Nelson. The State’s Attorney Appellate Prosecutor’s office has filed a motion requesting withdrawal from the appointment; it has been set to be heard on June 9th by the court.

### ADJOURNMENT

Member Purcell 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 3rd day of June, 2015.

Respectfully submitted by,
Debbie Gillette
Kendall County Clerk
RESOLUTION 2015-____

Amending Ordinance Regulating the Retail Sale of Alcoholic Liquors for Unincorporated Kendall

WHEREAS, the Kendall County Board, on October 19, 1999, adopted an Ordinance regulating the retail sale of alcoholic liquors outside the corporate limits of any city, village or incorporated town in Kendall County, Illinois (hereinafter referred to as "the Ordinance"), and said Ordinance has been amended thereafter by the Kendall County Board on several occasions thereafter; and

WHEREAS, Article III, Section 1 of the Ordinance establishes the Class "D" License classification for the retail sale, on the premises specified, of beer and wine by original package for consumption off the premises; and

WHEREAS, the County Board approved and passed Ordinance 05-02 on January 18, 2005, to amend Article V, Section 1 of the Ordinance by authorizing the maximum number of Class “D” liquor licenses at two (2) licenses and the Board has not increased the maximum number of Class “D” licenses in subsequent years; and

WHEREAS, the Kendall County Liquor Control Commissioner issued a Class “D” liquor license to Gas Mart USA of 2501 Light Road on January 18, 2005 and said liquor license was renewed by Gas Mart USA on an annual basis each year thereafter; and

WHEREAS, Gas Mart USA did not file an application to renew the Class “D” liquor license expiring on January 18, 2015, has ceased all retail sale of all beer and wine by original package for consumption off the premises and surrendered the Class “D” liquor license issued to Gas Mart USA; and

WHEREAS, Article V, Section 1 of the Ordinance provides in relevant part, “In the event any license issued hereunder is surrendered, for any reason whatsoever, the maximum number of licenses authorized in that class is accordingly reduced by the number of licenses surrendered. No further licenses may be issued until action of the Kendall County Board appropriately increases the maximum number allowed”; and

NOW THEREFORE, BE IT RESOLVED BY THE COUNTY BOARD OF KENDALL COUNTY, ILLINOIS that pursuant to Article V, Section 1 of the Ordinance, the maximum number of Class “D” liquor licenses has hereby been increased from one (1) to two (2) licenses effective July 7, 2015.

ADOPTED AND APPROVED by the County Board this 7th Day of July, 2015.

APPROVED: ____________________________
John A. Shaw, County Board Chairman

ATTEST: _______________________________
Debbie Gillette, County Clerk
RESOLUTION ADOPTING AN AMENDED FEE SCHEDULE FOR THE KENDALL COUNTY CIRCUIT COURT CLERK

WHEREAS, 705 ILCS 105/27.1a permits a county board to set certain fees, in accordance with the statute, to be charged by the circuit clerk; and

WHEREAS, Kendall County Board had previously approved a fee schedule ("Fee Schedule") consistent with the authority granted under 705 ILCS 105/27.1a and that Fee Schedule set numerous fees including the fee required for a civil jury; and

WHEREAS, Illinois Public Act 98-1132 ("Public Act"), effective June 1, 2015, amends 55 ILCS 5/4-11001 by increasing the fee paid to jurors to $25 for the first day and $50 for each additional day. The Public Act also amends 735 ILCS 5/2-1105 by reducing the size of a civil jury from twelve to six and allowing a county to establish an additional charge for each alternate juror requested; and

WHEREAS, the Kendall County Board now finds it necessary to amend the current Fee Schedule to increase the fee charged for a civil jury and to establish an additional charge for alternate jurors to accommodate the increased cost created by the higher juror fees.

NOW, THEREFORE, BE IT RESOLVED that the Kendall County Board hereby adopts the amended fee schedule ("Amended Fee Schedule"), attached as Exhibit A. This Amended Fee Schedule repeals and replaces all previous fee schedules adopted by the Kendall County Board under the authority granted by 705 ILCS 105/27.1a and becomes effective immediately upon approval and adoption by the Kendall County Board.

Approved and adopted by the County Board of Kendall County, Illinois, this 7th day of July, 2015.

Board Chairman Signature: John A. Shaw, Chairman
Attest: Debbie Gillette
County Board County Clerk
# Kendall County Circuit Court Clerk Filing Fee Schedule

Pursuant to 705 ILCS 105/27.1a & Other Applicable Fee Provisions  Effective Date: July 7, 2015

<table>
<thead>
<tr>
<th>Section</th>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SMALL CLAIMS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>0-250</td>
<td></td>
<td>83.00</td>
</tr>
<tr>
<td>251-500</td>
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<td>93.00</td>
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<tr>
<td>501-2500</td>
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<td>103.00</td>
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<tr>
<td>2501-10,000</td>
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<td>148.00</td>
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<td>0-1500</td>
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<tr>
<td>1501-10,000</td>
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<td>113.00</td>
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<tr>
<td>Jury Demand:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6 person</td>
<td></td>
<td>12.50</td>
</tr>
<tr>
<td>12 person</td>
<td></td>
<td>25.00</td>
</tr>
<tr>
<td><strong>LAW MEDIUM</strong></td>
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<tr>
<td>10,001-50,000</td>
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<td>148.00</td>
</tr>
<tr>
<td>Appearance</td>
<td></td>
<td>113.00</td>
</tr>
<tr>
<td>Jury Demand</td>
<td></td>
<td>212.50</td>
</tr>
<tr>
<td>Alternate Jurors (not to exceed 2)</td>
<td></td>
<td>25.00 each</td>
</tr>
<tr>
<td><strong>FORCIBLE ENTRY AND DETAINER</strong></td>
<td></td>
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</tr>
<tr>
<td>Possession only and/or claim for rent not to exceed 15,000</td>
<td></td>
<td>113.00</td>
</tr>
<tr>
<td>Possession and rent Exceeding 15,000</td>
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<td>223.00</td>
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<tr>
<td><strong>LAW</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Over 50,000</td>
<td></td>
<td>223.00</td>
</tr>
</tbody>
</table>

RES. 15-___, EXHIBIT A
Appearance .................................................. 123.00
Jury Demand .................................................. 212.50
Alternate Jurors (not to exceed 2) .................................. 25.00 each

--- CONFESSION OF JUDGMENT ---
1.00-1500 .................................................. 123.00
1501-15,000 ............................................... 188.00
Over 15,000 ............................................... 273.00

--- EMINENT DOMAIN ---
All ED ...................................................... 223.00
For each additional lot or tract of land subject to be condemned, the damages in respect to which require separate assessment by jury .......................... 223.00
Appearance .................................................. 123.00

--- CHANCERY ---
General CH .................................................. 223.00
Foreclosure Complaint ($50 added per 735 ILCS 5/15-1504.1) .................. 273.00
Appearance .................................................. 123.00

--- MISC REMEDIES ---
General MR .................................................. 223.00
Petition for Writ of Habeas Corpus ...................................... 153.00
Petition for Administrative Review (No Law Library, Caf, or Doc fees charged) 180.00
Appearance .................................................. 123.00

**Exception:** No fees will be charged if a claimant proceeding under the Unemployment Insurance Act, 820 ILCS 405/1200.
---COUNTERCLAIM OR JOINING THIRD PARTY DEFENDANT---

The amount equal to the fee he or she would have had to pay had he or she brought a separate action for the relief sought in the counterclaim or against third party defendant, less the amount of the appearance fee, if that has been paid.

---FAMILY---

Petition under the Juvenile Court Act of 1987 --------------------------------------------- 113.00
Petition for reciprocal Non support ------------------------------------------------------ 83.00
Petition for a Marriage license ----------------------------------------------------------- 83.00
Petition filed under Illinois Parentage Act of 1984 ----------------------------------------- 113.00
Marriage performed in court -------------------------------------------------------------- 10.00
Appearance --------------------------------------------------------------------------------- 123.00

Exception: No fees will be charged when a Paternity action or Petition to Determine Parent/child relationship is filed by the State's Attorney or by the Illinois Department of Public Aid

---ADOPTIONS---

General AD ----------------------------------------------------------------------------- 65.00

Note: Upon good cause shown the court may waive the fee in a special needs adoption. The term "special needs adoption" shall have the meaning ascribed to it by the Illinois Department of Children and Family Services. No fee other than other than set forth in above shall be charged to any person in connection with an adoption proceeding

---DISSOLUTION OF MARRIAGE---

All D ---------------------------------------------------------------------------------------- 223.00

Petition to Enroll Judgment for Dissolution/Legal Separation/Invalidity
for modification or enforcement—pursuant to 750 ILCS 5/511 ---------------------------- 223.00
Appearance -------------------------------------------------------------------------------- 123.00
---Fees for Deposit in Maintenance & Child Support Collection Fund---
(Authorized by County Board Ordinance)

In Child Support & Maintenance cases annual fee charged to obligor -------------- 36.00
Certifications to Secretary of State under 625 ILCS 7-703 -------------------------- 5.00

-----OP-----

Petitions for Orders of Protection -------------------------------------------------- No Charge

-----MUNICIPAL CORPORATION-----

All MC ----------------------------------------------------------------------------- 223.00
Appearance ------------------------------------------------------------------------- 123.00

-----MENTAL HEALTH-----

All MH ----------------------------------------------------------------------------- 123.00
Appearance ------------------------------------------------------------------------- 123.00

-----TAX-----

Petition for Tax Deed --------------------------------------------------------------- 223.00
For each Add’l Parcel --------------------------------------------------------------- 50.00
Tax Objection Complaint -------------------------------------------------------------- 98.00

-----GARNISHMENT, WAGE DEDUCTION, CITATION-----

0-1000 -------------------------------------------------------------------------------- 10.00
1001-5000 -------------------------------------------------------------------------- 10.00
over 5000 --------------------------------------------------------------------------- 10.00
Each Alias Summons or Citation ------------------------------------------------------ 4.00
---PETITION TO VACATE OR MODIFY---

Petition to vacate or modify any final judgment or order of the court except small claims, Forcible entry and child support:

Before 30 days ------------------------------------------------ 40.00
After 30 days ------------------------------------------------ 60.00
Petition to vacate order of Bond Forfeiture -------------------------- 20.00
Mailing notice ------------------------------------------------ 6.00 + postage
Certified copies of judgments, after the first copy
(except in Small Claims & Forcible Entry & Detainer)------------------ 10.00

---CERTIFICATION, AUTHENTICATION, AND REPRODUCTION---

Each certification or authentication for taking acknowledgment of a deed or other instrument in writing with the seal of office ------------------------------- 4.00
Court Appeals when original documents are forwarded:
Under 100 pages ----------------------------------------------- 50.00 + delivery and costs
Over 100 pages ----------------------------------------------- 120.00 + delivery and costs
Over 200 pages (additional fee per page) ------------------------------- 0.20
Reproduction of any copy contained in clerks files:
1st page ------------------------------------------------ 2.00
Pages 2 -20 ------------------------------------------------ 0.50
Pages 21 and above --------------------------------------------- 0.25
Hardcopy printout when case records are maintained on automated medium ------- 4.00
Remands from Supreme Court or Appellate Court ---------------- no charge
Transcript of judgment ---------------- same fee as if it were commencement of a new suit.
Deed of voluntary assignment- each filing ------------------------------------ 10.00
Deed of voluntary assignment- recording for each 100 words ---------------- 0.25

---CASE CORRECTIONS---

For correction of the following on any document filed in the clerk's office:
Case Number, Case Title, or Attorney computer ID number ------------------ 15.00
-----CHANGE OF VENUE-----

The filing fee to file under a change of venue is the same fee as if it were commencement of a new suit except the following fees are subtracted from the total: law library ($13.00) caf ($15.00) and doc storage fee ($15.00)

Preparation & certification of a record on change of venue to another jurisdiction--- 25.00

-----NSF-----

For any check, draft or other bank instrument returned for NSF, account closed, or payment stopped ---------------------------------- 25.00

-----EXPUNGEMENT PETITION-----

Each petition --------------------------------------------------------------- 30.00

Additional fee for each certified copy of order to expunge -------------- 4.00 + postage

Illinois State Police Fee (separate check payable to the Illinois State Police) ------ 60.00

-----RECORD SEARCH-----

For each search --------------------------------------------------------------- 4.00

Exception: No fee for a single Pltf/Def index or single case record inquiry made in person, with no request for a hard copy print out, when records are maintained on an automated medium.

-----PROBATE-----

Administration decedent’s estate:
Estate value 15,000 or more ------------------------------------------------- 273.00
Estate value less than 15,000 ------------------------------------------------ 98.00

Petitions for Proof of heirship only ------------------------------------------ 98.00

Will admitted without administration ------------------------------------------ 98.00

Petition for Letters of Office for a particular purpose without administration ------ 98.00

Petition for Administration of the estate of a ward (guardianship):
Estate value 15,000 or more ----------------------------------------------- 123.00
Estate value less than $15,000 ------------------------------------------ 98.00

Petition for Letters of guardianship of person only or without administration ------- 83.00

Wrongful Death:
Estate value 5,000 or more ----------------------------------------------------- 123.00
Estate value less than 5,000 ----------------------------------------------------- 83.00

-------------Other Misc Probate Fees----------

Petition to Sell Real Estate ---------------------------------------------------------- 50.00

Each account & report other than one final account ------------------------------------- 15.00

For filing of a claim in the amount of the following:
150-500 ,--------------------------------------------------------------- 10.00
500-10,000 --------------------------------------------------------------- 25.00
Over 10,000 --------------------------------------------------------------- 40.00

Claim, petition, or supplemental proceeding based on action seeking equitable relief
including the construction or contest of a will ---------------------------------------123.00

Appearance for purpose of consent or appearance of executor or administrator ---- no fee

Appearance for any other person ----------------------------------------------------- 83.00

Jury Demand ----------------------------------------------------------- 137.50

Certified copies of letters of office, court order, or other certification:
First 3 pages------------------------------------------------------------------------ 2.00
Each additional page --------------------------------------------------------------- 0.50
Exemplification--------------------------------------------------------------- 2.00 + fee for certification

Note: Other payables.
All postage charges incurred by the clerk in mailing petitions, orders, notices must be
paid for by the requesting party.

All publication costs must be paid direct to the newspaper by executor, administrator,
guardian, petitioner, or other interested person or his or her attorney

------CRIMINAL AND QUASI-CRIMINAL COSTS AND FEES------

From each person convicted or sentenced to supervision clerks fee as follows:

Felony (CF) complaints --------------------------------------------------------- 80.00
<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
</tr>
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<tbody>
<tr>
<td>Misdemeanor (CM) complaints</td>
<td>50.00</td>
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<tr>
<td>Business Offense complaints</td>
<td>50.00</td>
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<tr>
<td>Petty Offense complaints</td>
<td>50.00</td>
</tr>
<tr>
<td>Minor Traffic or Ordinance Violations</td>
<td>10.00</td>
</tr>
<tr>
<td>When court appearance required</td>
<td>15.00</td>
</tr>
<tr>
<td>Motions to Vacate or Amend final orders</td>
<td>20.00</td>
</tr>
<tr>
<td>Motions to Vacate Bond Forfeiture orders</td>
<td>20.00</td>
</tr>
<tr>
<td>Motions to Vacate Exparte Judgments, whenever filed</td>
<td>20.00</td>
</tr>
<tr>
<td>Motions to Vacate Judgments on Forfeitures, whenever filed</td>
<td>20.00</td>
</tr>
<tr>
<td>Motions to Vacate Failure to Appear/Comply notices sent to Sec. of State</td>
<td>20.00</td>
</tr>
<tr>
<td>Jury Demand on Ordinance Violation cases punishable by fine only</td>
<td>137.50</td>
</tr>
</tbody>
</table>
CALL TO ORDER
The meeting was called to order by Chair Lynn Cullick at 5:30 p.m.

ROLL CALL
Committee Members Present: Judy Gilmour - here, Dan Koukol – here, Lynn Cullick – here, John Shaw – here, John Purcell (arrived at 5:43 p.m.)

Others present: Darryl Kollins, Stan Laken, Jim Smiley, Jeff Wilkins

APPROVAL OF AGENDA: Member Koukol made a motion to approve the agenda, second by Member Gilmour. **With all in agreement, the amended motion passed.**

APPROVAL OF MINUTES: Member Gilmour made a motion to approve the June 4, 2015 meeting minutes, second by Member Koukol. **With all in agreement, the motion passed.**

DEPARTMENT HEADS AND ELECTED OFFICIALS REPORTS

- **Administrator** - Jeff Wilkins updated the committee on the Technical Services Agreement between the Regional Transportation Authority and Kendall County for $184,000 grant funding provided by Section 5310 of the Federal Transit Act, titled Enhanced Mobility of Seniors and Individuals with Disabilities Program of the Federal Transit Administration, and the Amended Pass Through Agreement for Public Transportation Financial Assistance between Kendall County and the Voluntary Action Center.

  There was consensus by the committee to forward the two items to the County Board for approval at the July 7, 2015 meeting.

OLD BUSINESS

- **Memorial Garden Plan Discussion** – Jim Smiley distributed information and copies of proposals from outside vendors as well as plan from Facilities Management personnel. Discussion on different plans, costs, stages of development, and various material options. There was consensus of the committee to proceed with the less expensive option, and to have Mr. Smiley check on the cost of flagstaff versus pavers, and report at the July 28, 2015 meeting.

- **Discussion of Audio and Video Recording Policies and Technology Personnel Access to Executive Session Recordings** – Chair Cullick asked Technology Director Stan Laken for clarification of whether closed session meetings can be accessed, and by whom. Jim Smiley stated that the hallway cameras are not connected to the board room camera. Mr.
Smiley stated that the two systems are wired separately, and run two separate computer programs. Mr. Laken confirmed that all video and audio recordings can be accessed by Technology personnel. Discussion on implementing confidentiality statements and restricting access of audio and video recordings to a limited number of Technology personnel (the Director and one other person).

NEW BUSINESS

- **Staffing/Job Description** - Jeff Wilkins reported to the committee that Technology Director Stan Laken has tendered his resignation effective in early August 2015. Mr. Laken stated that he will work toward a smooth transition period over his remaining time in the position. Mr. Wilkins distributed the Technology Director job description to the Admin HR committee to follow protocol, and that the item be forwarded to the County Board for approval.

  Discussion on changes needed to the job description, clarification of required versus preferred educational requirements, and the number of years of experience/training preferred. The committee offered suggested changes. Mr. Wilkins will make the changes prior to the presentation to the County Board meeting.

  Member Koukol made a motion to forward the job description for the Technology Director with requested changes to the County Board for approval, second by Member Gilmour. **With all in agreement, the motion carried.**

ACTION ITEMS FOR COUNTY BOARD

- **Approval of the Technology Director’s Job Description**

- **Approval of the Technical Services Agreement between the Regional Transportation Authority and Kendall County for $184,000 grant funding provided by Section 5310 of the Federal Transit Act, titled Enhanced Mobility of Seniors and Individuals with Disabilities Program of the Federal Transit Administration**

- **Approval of the Amended Pass Through Agreement for Public Transportation Financial Assistance between Kendall County and the Voluntary Action Center**

ITEMS FOR COMMITTEE OF THE WHOLE - None

PUBLIC COMMENT – None

EXECUTIVE SESSION – None needed

ADJOURNMENT – Member Gilmour moved to adjourn the meeting at 6:52 p.m., Member Koukol seconded the motion. **The motion was unanimously approved by a voice vote.**

Respectfully Submitted,
Valarie McClain
Administrative Assistant/Recording Secretary
Kendall County Job Description

TITLE: Director
DEPARTMENT: Technology Services
SUPERVISED BY: County Administrator
FLSA STATUS: Exempt
COUNTY BOARD APPROVED: /2015

I. Position Summary and Primary Purpose:
The position is responsible for all matters pertaining to Technology Services including staffing, system analysis, programming and developing enhancements based on the technology information needs of the County.

II. Essential Duties and Responsibilities:
A. Manages the information technology department in accordance with organizational policies and goals.
B. Directs, motivates and evaluates department personnel.
C. Ensures proper maintenance of information systems, including communication lines, equipment, effective back-up and security, and upgrades as necessary.
D. Evaluates overall operations of computing and information technology functions and recommend enhancements.
E. Assist managers and departments utilize and facilitate systems to improve efficiency and that allows optimal utilization of County resources.
F. Ensures proper hardware maintenance of all county computer systems and keeps computer equipment, hardware, and software updated to meet organizational needs.
G. Negotiate with outside vendors and contractors, and review and recommend major contracts for computing and information technology services and equipment.
H. Identify emerging information technologies to be introduced within the organization.
I. Serve on planning and policy-making work groups.
J. Oversee provision of end-user services, including help desk technical support services.
K. Develop and implement all IT policies, procedures and best practices, including written protocols and guidance to IT staff and to end-users.
L. Be prepared to serve as an alternate for technology staff on interim basis in the event a position is vacant.
M. Other duties as assigned by the County Administrator or as specified in adopted policies.

III. Skills, Knowledge and Abilities:
A. The person should have strong organization skills and be able to communicate effectively both orally and in writing with staff and the general public.
B. Knowledge of information technology computer systems and software and the ability to manage the entire spectrum of information technology operations, configuration of computer hardware, including but not limited to LAN and WAN capabilities.
C. Knowledge of contracting, negotiating, and change management.
D. Ability to motivate teams and staff and simultaneously manage several projects.
E. Ability to participate in and facilitate group meetings.
IV. **Work Standards and Best Practice Guidelines:**
   A. Adheres to all work and safety policies and governing policies and procedures established by the County Board.
   B. Commitment to quality results and customer focused.
   C. High degree of professionalism and demeanor.
   D. Proven time management skills.

V. **Education and Experience:**
   A. Bachelor’s degree in information technology or computer science preferred and 4 or more years experience as a manager or director of an information technology department; previous governmental experience in technology and information systems is a plus.
   B. Experience in strategic planning, execution and implementation of information technology integration in a large environment.

VI. **Physical Demands:**
While performing the duties of this job, the employee is frequently required to sit for long periods of time. The employee must occasionally lift and/or move more than 20 pounds. 
Stand; walk; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop; kneel; crouch; or crawl; talk, hear and close and distance vision. Ability to travel independently to other County office locations.

VII. **Primary and Secondary Work Station:**
The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee is subject to inside environmental conditions. The noise level in the work environment is quiet to moderate.

---

Employee Receipt Acknowledgement & Signature

Date
May 14, 2015

Mr. Jeff Wilkins  
County Administrator  
Kendall County  
111 West Fox Street Room 316  
Yorkville, Illinois 60560

Dear Mr. Wilkins:

Enclosed you will find the Section 5310 Technical Services Agreement (TSA) 55310-2014-052 between the Kendall County and the Regional Transportation Authority.

Each original copy of the agreement should be signed by the authorized representative on the following pages:

- Page 25 of each Agreement
- Page 3 of Exhibit C, Certifications and Assurances

Additionally, Kendall County's attorney should sign Page 3 of Exhibit C, Certifications and Assurances. Please do not fill in the date in Exhibit B. This will be completed by the RTA once the agreement is executed by our Executive Director. Please return all original, signed copies to my attention. Once the agreements are executed on our end, one fully executed TSA will be returned for your files.

If you have any questions, please don't hesitate to call me at (312) 913-3239.

Sincerely,

Fluturi Demirovski  
Project Manager, Special Programs

Enclosures
EXHIBIT A

SCOPE OF SERVICES
for 5310-2014-05

Applicant: Kendall County
RTA Project Number: 2014-704-2820
Project Name: Kendall Area Transit

Project Description:
Kendall Area Transit (KAT) is the community and public transportation program of Kendall County. KAT services include demand-response and park and ride (feeder route) components. KAT services are provided for the general public with special emphasis on service for senior citizens and persons with disabilities. The KAT fleet consists of ten (10) demand-responsive vehicles and two (2) park and ride vehicles. KAT is administered by the County of Kendall while operated by the Voluntary Action Center (VAC), the County's nonprofit pass-through operator.

Only trips for Section 5310 eligible seniors and individuals with disabilities may be reimbursed under the terms of the agreement.

Service Parameters:
Demand-response services are available Monday-Friday from 6:00 a.m. to 7:00 p.m. except holidays. Fares range from $3 per one-way trip to $7 per one-way trip depending on the situation. Seniors receive a $1 discount. KAT buses currently operate throughout all of Kendall County with predetermined designated delivery points outside the County, such as, but not limited to, downtown Sandwich, downtown Aurora, Waubonsee Community College- Sugar Grove Campus, and various medical facilities along Route 59 in Plainfield and Joliet. Park and ride services operate Monday-Friday between 5:30 a.m. - 8:30 a.m. and 5:00 p.m.-7:00 p.m. Fares are up to $3.50 per one-way trip. This feeder route service transports commuters from a park and ride location in Oswego to the downtown Aurora Transportation center.
EXHIBIT B

PROJECT BUDGET

for

S5310-2014-05

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AMENDED PASS THROUGH AGREEMENT FOR PUBLIC TRANSPORTATION

WHEREAS, this Pass Through Agreement, hereinafter referred to as the “Agreement”, is made by and between Kendall County, Illinois, hereinafter referred to as the “Applicant”, and Voluntary Action Center of DeKalb County, hereinafter referred to as the “Recipient”; and

WHEREAS, Applicant is eligible to receive pass-through funds for public transportation services from the Federal Transit Administration of the United States Department of Transportation (“U.S. DOT”), through the State of Illinois under Section 5310 of the Federal Transit Act, titled Enhanced Mobility of Seniors and Individuals with Disabilities Program of the Federal Transit Administration, as amended (49 U.S.C. Section 5310), hereinafter referred to as “5310”; and

WHEREAS, Applicant is eligible to receive pass-through funds from the Regional Transportation Authority’s Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program of the Federal Transit Administration; and

WHEREAS, Applicant is eligible to receive funds for public transportation services from the Federal Transit Administration of the U.S. DOT, through the State of Illinois under Section 5311 of the Federal Transit Act, as amended (49 U.S.C. Section 5311), hereinafter referred to as “5311”; and

WHEREAS, Applicant is eligible to receive funds from the Downstate Operating Assistance Program, hereinafter referred to as “DOAP”, for public transportation services from the Illinois Department of Transportation, Division of Public and Intermodal Transportation, hereinafter referred to as the “State”, under Article II of the Illinois Downstate Public Transportation Act (30 ILCS 740/2-1 et seq.); and

WHEREAS, Recipient is a private non-profit transit operator eligible to receive 5310, 5311, and DOAP funds to provide public transportation in Applicant’s Service Area through this Agreement under Section 5310 of the Federal Transit Act, as amended (49 U.S.C. Section 5310), under Section 5311 of the Federal Transit Act, as amended (49 U.S.C. Section 5311), and under Article II of the Illinois Downstate Public Transportation Assistance Act (30 ILCS 740/2-2); and

WHEREAS, Recipient agrees to provide public transportation services in the Kendall County Service Area (hereinafter referred to as the “Service Area”); and

WHEREAS, this Agreement is to establish the parameters under which the Applicant will pass through 5310, 5311, and DOAP funds to the Recipient for the provision of transit service within the Service Area.
WITNESSETH

For and in consideration of the mutual covenants, and benefits hereinafter set forth, the Applicant and the Recipient agree as follows:

Section A. Effective Date, Service Area, Termination Date, Prior Agreements.


2. Effective Date. This Agreement shall be effective immediately upon execution by Applicant and Recipient. Recipient hereby agrees to operate a demand-response, feeder route, and flexible route transit system as outlined in the Applicant’s annually approved combined 5311/DOAP Application, hereinafter referred to as the “Application” to provide a demand-response route transit system on behalf of the Applicant. The system will be commonly known as Kendall Area Transit, hereinafter referred to as “KAT”.

3. Service Area. The Applicant authorizes the Recipient to provide community and public transportation services within the limits of Kendall County, Illinois, hereinafter referred to as the “Service Area”, as outlined in the Application. With prior specification by the Applicant, Recipient will serve destinations outside the Service Area within sponsor municipalities and make connections to other transit service providers outside the Service Area.

4. Termination Date.

a. This Agreement shall remain in effect until July 1, 2018. However, this Agreement may be terminated before July 1, 2018 if the Applicant provides sixty (60) days advance written notice to the Recipient of its intent to terminate this Agreement.

b. The Recipient shall have the right to terminate this Agreement before July 1, 2018 if the Recipient provides one hundred eighty (180) days prior written notice to the Applicant of its intent to terminate this Agreement, except in the event that the Applicant passes an ordinance regulating or taxing Recipient, in which case, Recipient shall have the right to terminate this Agreement upon giving thirty (30) days prior written notice to the Applicant.

c. Notwithstanding any other provisions herein, this Agreement shall terminate immediately upon written notice if the Applicant no longer receives necessary funding through the State of Illinois authorized by 5310, 5311, or DOAP.

d. This Agreement may, if agreed to in writing by all parties prior to the termination date, be extended for an additional three years. Any such extensions shall be executed by all parties no later than sixty (60) days prior to the termination date.
Section B. Operations

1. During the term of the Agreement, the Recipient shall operate in accordance with the Application and parameters described in Section III - Description of the Project, hereinafter referred to as the “Project”, contained in the Application.

2. Prior to execution of any agreements between Applicant and any other party with respect to the Project and services required of the Recipient for any future expansion of the Project, Applicant will seek consent from Recipient and such services required of the Recipient shall be mutually agreed upon by both Applicant and Recipient.

3. Vehicles for operation of the community/public transportation shall be provided by the Applicant to the Recipient under the terms of a separate Vehicle Lease Agreement.

Section C. Recipient’s General Obligations

The Recipient shall furnish the following management tasks in order to continue to provide an efficient transit system.

1. Transportation Operation including:
   a. Supervision of all transit personnel employed by the Recipient.
   b. Securing all insurance coverage required by State and Applicant, and handling all matters with Recipient’s insurance carriers, and Applicant’s staff and Applicant’s insurance carriers as it pertains to vehicle claims.
   c. Direction and supervision of all accounting, bookkeeping, auditing and purchasing related to this agreement to service the KAT service area and connections to other transit service providers.
   d. In partnership with Applicant, soliciting funding and service contracts with local agencies.

2. Schedule Operations including:
   a. Studying and recommending changes in operating schedules, headway frequencies, transfer methods, and other related transit operations.
   b. Seeking consensus of the Applicant and Recipient’s Service Advisory Committee, hereinafter referred to as the “Committee”, prior to making changes to operating schedules, headway frequencies, transfer methods, and other related transit operations. Representation on the Committee shall be mutually agreed upon by Recipient and Applicant. In general, the Committee shall consist of representatives from the Applicant, local social service providers and funding contributors to the transit program.
   c. Posting and promoting service schedules.

3. Employee Selection, Safety and Training including:
   a. Direction and supervision of the selection of all transportation personnel employed by the Recipient.
   b. Direction and supervision of said employees’ training as needed.
   c. Direction and supervision of safety programs, safety meetings, and campaigns and use of safety equipment for the Recipient’s personnel.
4. **Required Reporting and budgeting on behalf of the Applicant including:**
   a. Recipient will provide all reports pertaining to KAT required of the Applicant by State of Illinois, Illinois Department of Transportation, Federal agencies, and Regional Transportation Authority to the Applicant’s Program Compliance Oversight Monitor, hereinafter referred to as the “PCOM”.
   b. Recipient will provide reports required of the Applicant, including, but not limited to, the number of rides, riders, miles, costs per trip/mile, age of riders, special needs riders, low income riders, rides in each municipality to the PCOM.
   c. Recipient will complete operating budgets and required submittals required to seek and receive State and Federal funding through 5310, 5311, and DOAP.

5. Recipient shall be responsible for performance of all day-to-day operations of the transportation services to be provided under this Agreement.

6. If, for any reason, Recipient becomes ineligible to receive funding under 5310, Recipient shall notify Applicant of its ineligibility within forty-eight (48) hours of becoming aware of its ineligibility.

Section D. **General Requirements**

1. Recipient shall employ and furnish such personnel as shall be reasonably required for the efficient and economical operation of the transit system. Recipient agrees that all services to be undertaken by Recipient shall be carried out by competent and properly trained personnel of Recipient to the highest standards and to the satisfaction of the Applicant.

2. Recipient shall furnish tools, service equipment, office supplies, and materials as may be reasonably required to properly and efficiently manage, supervise, and operate said transit system.

3. The Applicant will insure the county-owned vehicles leased to the Recipient, which are identified in Exhibit “A” to the Vehicle Lease Agreement. However, the Recipient shall secure, pay for, and maintain throughout the period during which bus service is provided hereunder, auto liability and general liability insurance with minimum limits of coverage of $300,000 per person and $1,000,000 per occurrence for bodily injury and $100,000 per occurrence for property damage, and medical payments coverage of at least $5,000 per person. The Recipient’s auto liability and general liability coverage shall be primary coverage in circumstances of alleged or proven errors or negligence by Recipient or Recipient’s employees. The Recipient’s coverage shall name Applicant as an additional insured, with its members, representatives, officers, agents and employees. A certificate of insurance evidencing the required coverage and the appropriate additional insurer’s endorsement shall be furnished to the Applicant upon execution of this Agreement. Such insurance shall be modifiable or cancelable only upon written notice by registered mail, mailed to the Applicant at least ninety (90) days in advance of such modification or cancellation. The Recipient shall furnish a copy of its insurance policies for examination by the Applicant at any time upon demand of the Applicant.
4. Recipient shall maintain, and furnish evidence of, a standard workers’ compensation and employer’s liability policy of insurance conforming to the requirements or applicable statute and covering all employees employed by the Recipient, pursuant to this Agreement. Recipient waives any rights to recover damages from the Applicant for any injuries that Recipient and/or its employees may sustain while performing services under this Agreement.

5. Recipient shall operate the transportation system on the days, during the hours and over the routes with such scheduling, and at such fares as shall be approved by both parties and in accordance with Section B of this Agreement with regard to the Application’s parameters and “Description of the Project”.

6. Recipient shall keep such daily financial and other periodic records as the Applicant may direct and as may be required by state and/or federal law, and shall transmit the same to the Applicant in the manner and form designated by the Applicant and shall keep and preserve, or if directed by the Applicant shall deliver to the Applicant, such tickets, receipts or other documents or instruments as the Applicant may direct to substantiate the records, books, and accounts of the Recipient to be kept by the Recipient in accordance with accepted good accounting practices, as may be directed by the Applicant under the terms thereof, and shall permit the Applicant, through certified independent auditors, to examine and audit said records, books and accounts at any and all reasonable times as the Applicant may elect, and the Recipient shall reimburse the Applicant for any loss or overcharge, other than losses from theft, robbery or other causes beyond the control of the Recipient or its employees, that may be disclosed by such audit or examination.

7. The Recipient shall continue to comply with all of the applicable federal, state, and local regulations set forth in the Agreement, including the FTA Standard Assurances and Certifications, and with any other applicable federal regulation associated with the administration and provision of transportation services.

8. **Hold Harmless.** Recipient hereby covenants and agrees to hold Applicant harmless from and against any and all such costs, expenses, damages, liabilities, losses and claims which are the obligation and responsibility of the Recipient or which may arise or result by reason of the negligence of the Recipient, its officers, employees and/or agents.

9. **Force Majeure.** Recipient shall not be liable for any failure, delay or interruption of service nor for failure or delay in performance of any obligations under this Agreement due to strikes, lockouts, acts of God, governmental restrictions, enemy action, civil commotion, unavoidable casualty, unavailability of fuel supplies or parts, and any similar acts beyond the control of the Recipient.

**Section E. Amount of Grant**

For eligible operating expenses incurred during the calendar year (hereinafter referred to as “fiscal year”), the Recipient shall receive the following funding from the Applicant as an eligible pass through recipient:
1. Up to 50% of eligible operating deficit and up to 80% of eligible administrative expenses incurred by the Recipient to reimburse the Recipient for the provision of public transportation as approved by the State for the Project, up to the amount as stated in the Applicant’s Approved Project Budget, pursuant to 49 USC 5310.

2. Up to 50% of eligible operating deficit and up to 80% of eligible administrative expenses incurred by the Recipient to reimburse the Recipient for the provision of public transportation as approved by the State for the Project, up to the amount as stated in the Applicant’s Approved Project Budget, pursuant to 49 USC 5311.

3. Up to 65% of Recipient’s eligible operating expenses, up to the corresponding identical or minimally different appropriation amount provided by the appropriation legislation for any given year, as long as there are sufficient funds transferred into the Downstate Public Transportation Fund (30 ILCS 740/2-7(b)), and provided that the amount paid under this Agreement together with any operating assistance received by the Recipient from any other state or local agency does not exceed Recipient’s actual operating deficit for that year, pursuant to 30 ILCS 740/2-3, -7.

4. The Recipient agrees that it will provide, or cause to be provided, from sources other than from this Agreement, sufficient funds in an amount, when combined with the pass through funds received from the Applicant, equal to 100% of the total project cost.

5. Any funds received by Applicant from sources, including those from sponsor municipalities, other than from 5310, 5311, or DOAP for the purposes as outlined in Section B of this Agreement, will be promptly forwarded to Recipient.

6. Funds passed through from Applicant to Recipient under this Agreement are contingent upon the receipt of 5310, 5311 and DOAP funds from the State to the Applicant.

Section F. Records, Information and Reports

1. Recipient shall permit the authorized representatives of the U.S. Department of Transportation and the Comptroller General of the United States, as well as auditors and representatives of the State of Illinois and the Applicant, to inspect and audit all data and records of the Recipient relating to its performance under this Agreement.

2. Recipient shall provide all information and reports required by the Regulations or directives issued pursuant hereto, and shall permit access to its books, records, accounts, other sources of information and its facilities as may be determined to ascertain compliance with such Regulations, orders, and instructions. Where any information required of the Recipient is in the exclusive possession of another who fails or refuses to furnish this information, the Recipient shall so certify to the Applicant, or the DOT, as appropriate, and shall set forth what effort they have made to obtain the information.
Section G. Equal Employment Opportunity

1. Equal Employment Opportunity. In connection with the execution of this agreement, the Recipient shall not discriminate against any employee or applicant for employment because of race, religion, political affiliation, disability, marital status, age, color, sex, ancestry, military status, unfavorable discharge from military service, pregnancy, genetic information, sexual orientation, national origin, and/or any other legally protected status. The Recipient shall take affirmative action to insure that applicants are employed, and that employees are treated during their employment, without regard to their race, religion, political affiliation, disability, marital status, age, color, sex, ancestry, military status, unfavorable discharge from military service, pregnancy, genetic information, sexual orientation, national origin, and/or any other legally protected status. Such actions shall include, but not be limited to the following: employment, promotion, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay, or other forms of compensation and selection of training, including apprenticeship.

2. Compliance with Regulations. Recipient shall comply with the regulations relative to nondiscrimination in federally-assisted programs of the Department of Transportation, hereinafter referred to as “DOT”, Title 49 Code of Federal Regulations, Part 1, as they may be amended from time-to-time, hereinafter referred to as the “Regulations”.

3. Non-Discrimination. Recipient, with regard to the work in performing its obligations under this Agreement, shall not discriminate on the grounds of race, religion, disability, marital status, age, color, sex, ancestry, military status, unfavorable discharge from military service, pregnancy, genetic information, sexual orientation, national origin, and/or any other legally protected status in the selection and retention of subrecipients, including procurement of materials and leases of equipment. Recipient shall not participate either directly or indirectly in the discrimination.

4. Disadvantaged Business Enterprise. Recipient shall comply with all applicable County, State of Illinois, and U.S. Department of Transportation regulations relating to Disadvantaged Business Enterprises (DBEs). DBEs shall be provided maximum practicable opportunity to participate in contracting activities pursuant to this Agreement and Recipient shall make its best effort to comply with these regulations. Recipient shall not discriminate on the basis of race, color, nation origin, or sex in the performance of this agreement. Recipient shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of this agreement. Failure by the Recipient to carry out these requirements is a material breach of the agreement, that may result in the termination of this agreement or such other remedy as the Applicant deems appropriate.
Section H. Notices

1. Any notices directed to Kendall County shall be sent to:

   Jeff Wilkins
   Kendall County Administrator
   Kendall County
   111 W. Fox St.
   Yorkville, IL 60560

2. Any notices directed to Voluntary Action Center shall be sent to:

   Tom Zucker
   Executive Director
   Voluntary Action Center
   1606 Bethany Road
   Sycamore, IL 60178

Section I. Miscellaneous

1. Recipient hereby acknowledges and agrees that Recipient is an independent private non-profit organization eligible to receive public transportation funding by way of a pass through agreement and not an agent or employee of the Applicant. Recipient understands and agrees that Recipient is solely responsible for paying all wages, benefits and any other compensation due and owing to Recipient’s officers, employees and agents in the performance of services as set forth in this Agreement. Recipient further understands and agrees that Recipient is solely responsible for making all required payroll deductions and other wage withholdings pursuant to state and federal law for Recipient’s officers, employees and/or agents who perform services as set forth in the Agreement. Recipient acknowledges its obligation to obtain appropriate insurance coverage for the benefit of Recipient, Recipient’s officers, employees and agents. Recipient hereby waives any rights to recover damages from the Applicant, its officers, employees, insurers, and/or agents for any injuries, liabilities, penalties, expenses (including attorneys’ fees) and/or other damages sustained by Recipient’s officers, employees and/or agents while performing the services set forth in this Agreement.

2. Recipient agrees that some of the services set forth in this contract are subject to the Illinois Prevailing Wage Act, 820 ILCS 130/01 et seq., hereinafter referred to as the “Act”. The Act requires Recipients and subrecipients to pay laborers, workers and mechanics performing services on public works projects no less than the “prevailing rate of wages” (hourly cash wages plus fringe benefits) in the county where the work is performed. For more information regarding current prevailing wage rates, please refer to the Illinois Department of Labor’s website at http://www.state.il.us/agency/idol/rates/rates.html. All Recipients and subrecipients rendering such services under this contract must comply with all requirements of the Act, including but not limited to, all wage, notice and record keeping duties.

3. Recipient agrees to comply with the provisions of the Illinois Drug Free Workplace Act (30 ILCS 580/1 et seq.).
4. Recipient agrees to comply with the applicable provisions of the most current Grant Agreement between the State and Applicant to provide public transportation services in a non-urbanized area (30 ILCS 580/1 et seq.).

5. Applicant and Recipient agree to comply with the Technical Services Agreement, between the Regional Transportation Authority and the Applicant, to provide eligible Section 5310 services.

6. Recipient agrees it will defend with counsel of the Applicant’s choosing, indemnify and hold harmless the Applicant and their respective insurers, officers, employees, and agents harmless against any and all liability, losses, costs, claims, charges, fees (including attorneys’ fees), and/or any other damages and expenses, which the Applicant and their respective officers, insurers, employees and/or agents may hereafter sustain, incur or be required to pay arising out of Recipient’s officers, employees, and/or agents’ performance or failure to adequately perform their obligations pursuant to this Agreement.

7. With respect to demand response, feeder route, and flexible route transit systems, the Recipient agrees it will defend and hold harmless participating municipalities and their respective insurers, officers, employees, and agents against any and all liability, losses, costs, claims, charges, fees (including attorneys’ fees), and/or any other damages and expenses, which the municipality and their respective officers, insurers, employees and/or agents may hereafter sustain, incur or be required to pay arising out of Recipient’s officers, employees, and/or agents’ performance or failure to adequately perform their obligations pursuant to any agreements between Applicant and municipalities with respect to demand response, feeder route, and flexible route transit systems.

8. This Agreement and the Vehicle Lease Agreement collectively referred to herein as “the Agreements”, represent the entire agreement between the parties and there are no other promises or conditions in any other agreement whether oral or written. The Agreements supersede any prior written or oral agreements between the parties and may not be modified except in writing acknowledged by both parties. The Agreements may not be modified or amended unless the amendment is made in writing and signed by both parties.

9. This Agreement shall be interpreted and enforced under the laws of the State of Illinois, and the parties agree that the venue for any legal proceeding between them shall be Kendall County, Twenty-third Judicial Circuit, State of Illinois and is subject to the covenant of good faith and fair dealing implied in all Illinois contracts.

10. If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provisions of this Agreement are invalid or unenforceable, but that by limiting such provision it becomes valid and enforceable, then such provision shall be deemed to be written, construed and enforced as so limited.

11. In any action with respect to this Agreement, the parties are free to pursue any legal remedies at law or in equity. The prevailing party in any action brought pursuant to this Agreement shall be entitled to reasonable attorneys’ fees and court costs arising out of any action or claim to enforce the provisions of this Agreement.
12. This Agreement supersedes all prior agreements and understandings, whether written or oral, between Applicant and Recipient with respect to the subject matter hereof.

In WITNESS THEREOF, the said Recipient has approved this Agreement and authorized it to be signed, sealed and attested by its Executive Director, and said Applicant has approved the Agreement and authorized to be signed by the Kendall County Board Chair and to be sealed and attested to by its County Clerk on this ______ day of ____________, 201____.

VOLUNTARY ACTION CENTER

BY: ____________________________________________
    Tom Zucker, Executive Director

WITNESS: _____________________________________
    (print Witness name)

KENDALL COUNTY, ILLINOIS

BY: ____________________________________________
    John A. Shaw, County Board Chairman

ATTEST:

BY: ____________________________________________
    Debbie Gillette, County Clerk
KENDALL COUNTY

Resolution No. _____

WHEREAS, bids were received at the County Highway Office on June 26, 2015 on the following listed project:

Sec. 14-05115-00-BR, Lisbon Road District, Chicago Road Bridge, approve the low bid of Riber Construction, Inc. in the amount of $287,657.00.

NOW, THEREFORE, BE IT RESOLVED, that the County Board of Kendall County award the above listed projects to the lowest responsible bidder 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 7th day of July, 2015.

__________________________
Debbie Gillette - County Clerk

(SEAL)
RESOLUTION TO ACCEPT PLANNING STAFF ASSISTANCE SERVICES DELIVERED BY THE CHICAGO METROPOLITAN AGENCY FOR PLANNING

WHEREAS, KENDALL COUNTY ("the County") has applied for staff assistance services through the Chicago Metropolitan Agency for Planning ("CMAP"), for an industrial market study; and

WHEREAS, the County’s request for such assistance has been recommended by CMAP as a priority project; and

WHEREAS, CMAP has adopted the GO TO 2040 Plan as the long-range regional comprehensive plan for the seven-county Chicago region, encompassing Cook, DuPage, Kane, Kendall, Lake, McHenry and Will counties, and is providing staff assistance as a means of advancing the plan’s implementation; and

WHEREAS, the County and CMAP have agreed on the general contents of a Memorandum of Understanding ("MOU") and a Scope of Services that will guide staff assistance services to be provided by CMAP;

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

Section 1. That the KENDALL COUNTY Board supports this project to undertake an industrial market study.

Section 2. The KENDALL COUNTY BOARD accepts the offer of staff assistance services by CMAP and recognizes that these services are provided for the purpose of advancing the implementation of GO TO 2040.

Section 3. The KENDALL COUNTY BOARD authorizes staff as designated by the County Board Chairman to finalize and execute a Memorandum of Understanding with an attached Scope of Services.

Section 4. The KENDALL COUNTY BOARD recognizes that provisions that govern the administration of staff assistance services, and, if necessary, the discontinuance of such services, are included in the Memorandum of Understanding.

Section 5. This resolution shall be effective as of the date of its adoption.

PRESENTED and ADOPTED by the County Board, this 7th day of July 2015.

Approved:  
Attest:

John A. Shaw, County Board Chairman  
Debbie Gillette, County Clerk and Recorder
Please note: “LTA staff” means CMAP staff assigned to work with local governments and community groups as part of the Local Technical Assistance program.

1. CMAP / applicant relationship
   - Scope of work for staff will be jointly determined by CMAP and applicant
   - All work performed by LTA staff must be related to work plan – the majority should be directly referenced within work plan, but some indirectly related activities are also permitted
   - Within overall scope of work, day-to-day reporting on activities will be to applicant (who should designate a lead person for this purpose) but LTA staff are CMAP employees and CMAP is responsible for evaluating their performance
   - Periodic check-ins (frequency to be determined based on need) may occur between applicant and CMAP management
   - CMAP will determine which of the relevant LTA staff will be assigned to work on the project (based on availability, skills, familiarity with the county, and applicant preferences)

2. Access to resources
   - LTA staff will have full access to CMAP data and other resources, including specialized staff based at CMAP (for advanced mapping, data, outreach, communications, or topic-specific expertise)
   - The applicant will provide access to relevant staff who will need to be involved in the project, and will ensure that they allocate appropriate time
   - The applicant will provide access to all relevant internal data, reports, and other information
   - The applicant’s leadership (key staff, planning commissioners, board members, other elected officials, other decision-makers) will commit to participate in the project and allocate sufficient time at meetings (Plan Commission meetings, board meetings, etc.) to ensure a successful project

3. Demonstration of local support
   - Applicants will be required to pass a resolution supporting the project at their governing board (if appropriate) before work will begin
   - The community will be responsible for working with CMAP to identify a project steering committee or similar oversight group
• If public outreach is a component of the project, the applicant agrees to participate in public outreach and engagement efforts; including assisting in dissemination of project and meeting information, attending and assisting at public meetings, and providing key stakeholder contact information.

4. Project management

• Project scope of work (including LTA staff work plans, timelines, public engagement schedules, commitment of other non-staff resources by either CMAP or the applicant, and other elements) will be jointly determined by CMAP and applicant prior to beginning work.
• A full project scope of work must be attached to the MOU at the time it is signed.
• Changes to project scope or timelines must be jointly agreed to by CMAP and applicant; major expansions of scope may result in discontinuation of project.
• Allocation of LTA staff to each project will vary over time based on project timeline and work needs.

The undersigned parties agree to the terms listed above.

CMAP Representative:

Robert Dean, Deputy Executive Director
Date

Kendall County Representative:

John A. Shaw, County Board Chairman
Date
RESOLUTION TO SUPPORT REGIONAL ECONOMIC DEVELOPMENT COLLABORATION

WHEREAS, KENDALL beginning in December 2013 leaders from Cook County, DuPage County, Kane County, Kendall County, Lake County, McHenry County, Will County and the City of Chicago began meeting to work together and develop strategies to strengthen the region’s economic development growth and opportunities; and

WHEREAS, these seven counties and the City of Chicago make up the Chicago metropolitan area, as defined by the Chicago Metropolitan Agency for Planning; and

WHEREAS, the Chicago metropolitan area has an estimated 8.4 million residents and metropolitan areas are the engines of the global economy; and

WHEREAS, the elected chief executive leadership from each of the seven counties and the City of Chicago may designate staff to work with colleagues from the Chicago Regional Growth Initiative on any current and future economic development initiatives, including but not limited to increasing exports from small and medium sized business, streamlining truck permitting and routing, and supporting, strengthening and growing the region’s metal manufacturing firms; and any other initiatives agreed upon by the group; and

WHEREAS, the Chicago Regional Growth Initiative is free to pursue and secure financial support from public, non-profit and philanthropic sources for any current and future initiatives; and

WHEREAS, the Chicago Regional Growth Initiative may proceed with future initiatives related to foreign direct investment, other industry clusters, workforce and training, infrastructure investment and/or resiliency planning; and

WHEREAS, any economic development corporation(s) that function as the economic development arm for any of the seven counties or the City of Chicago may act as a fiscal agent for any of these current or future initiatives as appropriate; and

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

Section 1. The KENDALL COUNTY BOARD recognizes the importance of ongoing collaboration and planning that helps strengthen economic development opportunities in the Chicago metropolitan area so they endorse this resolution; and

Section 2. The KENDALL COUNTY BOARD will designate the appropriate person(s) to represent the County as a member of the Chicago Regional Growth Initiative to participate in current and future regional economic development initiatives; and

Section 3. This resolution shall be effective as of the date of its adoption.

PRESENTED and ADOPTED by the County Board, this 7th day of July 2015.

Approved: Attest:

John A. Shaw, County Board Chairman        Debbie Gillette, County Clerk and Recorder
Call to Order
The Budget and Finance Committee was called to order by Chair John Purcell at 6:00 p.m.

Committee Members Present: Bob Davidson, Elizabeth Flowers, Matt Prochaska, John Purcell

Committee Members Absent: Scott Gryder

Others Present: Latreese Caldwell, Julie Hanna, Stan Laken, Undersheriff Harold Martin, Tom Thomas, Jeff Wilkins

Claims Review and Approval
The Committee reviewed the County claims report. A motion was made by Member Davidson to forward the approval of claims in an amount not to exceed $1,929,296.02, and a motion to forward for approval of claims for the VAC in the amount of $1,186.05, second to the motion by Member Flowers. With all members in agreement, the motion carried.

Department Heads and Elected Official Reports

Undersheriff Harold Martin, Sheriff's Office – No report

Tom Thomas, Health Department – No report

Jeff Wilkins, County Administrator – No report

Items from Other Committees

From Technology Department:

- Public Safety Software (New World Systems)

  Renewal of Annual Maintenance Contract (5 year term) – Stan Laken, Technology Director reported that this is a continuation of the recent 8-year contract and the negotiation for better pricing for a 5-year extension. Member Davidson made a motion to forward for approval, second by Member Flowers. With Members Purcell, Flowers and Prochaska voting aye, and Member Davidson voting nay, the motion carried.
Renewal of Intergovernmental Agreement between the County of Kendall, on behalf of the Sheriff’s Office, & The Village of Oswego, on behalf of the Oswego Police Department – Member Davidson made a motion to forward for approval, second by Member Flowers. **With Members Purcell, Flowers and Prochaska voting aye, and Member Davidson voting nay, the motion carried.**

Renewal of Intergovernmental Agreement between the County of Kendall, on behalf of the Sheriff’s Office, & The United City of Yorkville, on behalf of the Yorkville Police Department - Member Davidson made a motion to forward for approval, second by Member Flowers. **With Members Purcell, Flowers and Prochaska voting aye, and Member Davidson voting nay, the motion carried.**

Renewal of Intergovernmental Agreement between the County of Kendall, on behalf of the Sheriff’s Office, & The City of Plano, on behalf of the Plano Police Department - Member Davidson made a motion to forward for approval, second by Member Flowers. **With Members Purcell, Flowers and Prochaska voting aye, and Member Davidson voting nay, the motion carried.**

**Items of Business**

- **FY2016 Budget Parameters** – Discussion on budget, levies, new construction, union contracts, and the following parameters:
  - No new positions
  - Maximum 1 percent budget increase

  Member Prochaska made a motion to approve the parameters and notify the department heads and elected officials, second by Member Flowers. **With all members in agreement, the motion carried.**

- **Hiring Freeze Discussion** - Jeff Wilkins briefed the committee on the need to replace the Planning and Zoning Manager. **There was consensus by the committee to proceed with the replacement.**

- **CASA Funding Discussion** – tabled until next meeting

- **Courthouse & Jail Security System Funding** – tabled until next meeting

**Old Business** – None

**Items for Committee of the Whole** – None
Action Items for County Board

- Approval of claims in an amount not to exceed $1,929,296.02, and approval of claims for the VAC in the amount of $1,186.05
- Renewal of Annual Maintenance Contract (5 year term)
- Renewal of Intergovernmental Agreement between the County of Kendall, on behalf of the Sheriff's Office, & The Village of Oswego, on behalf of the Oswego Police Department
- Renewal of Intergovernmental Agreement between the County of Kendall, on behalf of the Sheriff's Office, & The United City of Yorkville, on behalf of the Yorkville Police Department
- Renewal of Intergovernmental Agreement between the County of Kendall, on behalf of the Sheriff's Office, & The City of Plano, on behalf of the Plano Police Department

Public Comment – None

Questions from the Media – None

Executive Session – None Needed

Adjournment – Member Prochaska made a motion to adjourn the Budget and Finance Committee meeting, second by Member Flowers. The meeting adjourned at 7:21p.m.

Respectfully submitted,

Valarie A. McClain
Administrative Assistant/Recording Secretary
COUNTY OF KENDALL, ILLINOIS
BUDGET & FINANCE COMMITTEE
Meeting Minutes for Thursday, June 25, 2015

Call to Order
The Budget and Finance Committee was called to order by Chair John Purcell at 5:34 p.m.

Committee Members Present: Scott Gryder, Matthew Prochaska, John Purcell, Lynn Cullick was appointed to the committee during a small portion of the meeting to form a quorum.

Committee Members Absent: Bob Davidson, Elizabeth Flowers

Others Present: Latreese Caldwell, Julie Hanna, Darryl Kollins, Stan Laken, Tom Thomas, Rae Ann Van Gundy, Jeff Wilkins

Claims Review and Approval
The Committee reviewed the County claims report. A motion was made by Member Gryder to forward the approval of claims in an amount not to exceed $1,549,064.95, and approval of Pettit and Grand Juror claims in an amount not to exceed $4,475, second to the motion by Member Prochaska. With all members in agreement, the motion carried.

Department Heads and Elected Official Reports

Tom Thomas, Health Department – No report

Items from Other Committees - None

Items of Business

➢ Staffing – Jeff Wilkins informed the committee that Stan Laken will be retiring in early August 2015. Mr. Wilkins stated that the Technology Director job description was reviewed by the Admin HR committee this week, and changes will be made before going to the County Board for approval. Mr. Wilkins is asking for the committee’s approval to proceed with the hiring process. Mr. Wilkins hopes to include Mr. Laken and someone from the Sheriff’s office to serve on the interview panel. There was consensus by the committee to forward the issue of replacing the Technology Director position to the full Board for approval at the July 7, 2015 meeting.

➢ Hiring Freeze Discussion – Discussion on the state budget situation, if there is need to replace vacant positions in the County due to the County’s current budget deficit, and the state’s unknown budget cuts.

➢ CASA Funding Discussion – There was consensus by the committee to not provide any supplemental funding to the CASA program at this time due to the County’s current budget situation.
Courthouse & Jail Security System Funding – Latreese Caldwell reviewed the 6 year capital plan projections, the revised security system estimates, and the overall increased deficit.

Old Business – None

Public Comment – None

Questions from the Media – None

Items for Committee of the Whole – None

Executive Session – Member Prochaska made a motion to enter into Executive Session for the purpose of the review of discussion of minutes of meetings lawfully closed under the open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06, second by Member Gryder.

Roll Call: Member Gryder - aye, Member Prochaska - aye, Member Purcell - yes, Member Cullick - yes. With all members voting aye, the committee entered into Executive Session at 6:28p.m.

Committee Members Absent: Bob Davidson, Elizabeth Flowers

Member Prochaska made a motion to reconvene into Open Session, second by Member Gryder. With all members in agreement, the meeting reconvened in Open Session at 6:37p.m.

There was consensus by the committee to forward for approval the release of Executive Session minutes from March 14, 2013.

Action Items for County Board

- Approval of claims in an amount not to exceed $1,549,064.95, and approval of Petit and Grand Juror claims in an amount not to exceed $4,475

- Approval of the replacement of the Technology Director position

- Approval of the release of Budget & Finance Committee Executive Session minutes from March 14, 2013

Adjournment – Member Gryder made a motion to adjourn the Budget and Finance Committee meeting, second by Member Prochaska. The meeting adjourned at 6:38p.m.

Respectfully submitted,

Valarie A. McClain
Administrative Assistant
COUNTY OF KENDALL ILLINOIS
JUDICIAL LEGISLATIVE COMMITTEE
Courthouse Jury Assembly Room
807 W. John Street, Yorkville IL

Wednesday, June 24, 2015
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: Matt Prochaska - here, Judy Gilmour - here, Dan Koukol - present, Bob Davidson - yes, John Purcell (arrived at 3:03p.m.)

Present: Sheriff Dwight Baird, David Berault, Vickie Chuffo, John A. Shaw, Tina Varney, Eric Weis

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 Koukol made a motion to approve the April 29, 2015 minutes, second by Member Gilmour. **Minutes adopted with all in agreement.**

Status Reports

**Circuit Clerk** – No report

**Courthouse** – No report

**Court Security** – No report

**Court Services/Probation** – Tina Varney distributed the monthly juvenile detention and board & care reports. Ms. Varney stated the pre-trial program has been going on since April 1, 2015 and they have done 161 bond reports, and are monitoring 49 people on pre-trial supervision. There are currently 14 people on GPS, with 3 on high-risk cases and all 3 also supervising a victim as well.

**Public Defender** – Vickie Chuffo distributed the monthly report, and shared that they have been busy with trials this week, as well as increased felony, misdemeanor, traffic and juvenile cases.

**Sheriff’s Office** – Sheriff Baird shared that they have also been busy with trials this week, and provided guard support for defendants that were in custody.

Sheriff Baird stated that the 911 surcharge bill is still awaiting signature from the Governor, and will hopefully be signed by July 2015, so funding will begin. Sheriff Baird indicated there would be a slight increase to 87.5 cents from 75 cents previously for land lines and cell phones.
Sheriff Baird said the state wants to reduce the number of dispatch centers and ETS Boards, but that Kendall County would not be affected because we are already in compliance with KenCom and the areas they serve.

**State’s Attorney** – Eric Weis reported that there is a going away party for retiring Clerk of Court Rebecca Morganegg on Tuesday, June 30, 2015 at 2:30 p.m. in the Jury Assembly Room.

Mr. Weis stated that his office is also very busy with jury trials this month.

**Legislative Report and Update** – Chair Prochaska notified the committee that Governor Rauner is asking all counties to return any unused grant money from the previous fiscal year to the state. Mr. Prochaska stated that there is still no approved state budget, but that more information will be forwarded as available.

**Old Business** - None

**New Business**

➢ **House Bill 2641** – Chair Prochaska explained the house bill dealing with juror fees, the reduced fees paid to jurors of $20 for the first two days, and $32 for each additional day. In addition, the County Board could include mileage or other types of reimbursement. Additionally, the bill would allow any County Board to enact an ordinance or resolution to collect a Juror Service fee, not to exceed $15.00, on any civil action. The county wouldn’t be able to implement any fee until the beginning of the next fiscal year.

**Items for COW** - None

**Actions Items for County Board** – None

**Public Comments** - None

**Executive Session** – None

**Adjournment** – A motion was made by Member Koukol, second by Member Purcell to adjourn the Judicial Legislative Committee at 3:28 p.m. *With all in agreement, the meeting adjourned.*

Respectfully Submitted,

Valarie McClain
Administrative Assistant
MEETING MINUTES

Call to Order – The meeting was called to order by Vice Chair Matthew Prochaska at 4:09 p.m.

Roll Call
Committee Members Present: John Purcell – present, Matthew Prochaska – here, Lynn Cullick – here, Elizabeth Flowers (arrived at 4:20 p.m.) A quorum was established to conduct committee business.

Committee Members Absent: Jeff Wehrli

Others present: Dr. Gary Schlapp, Jeff Wilkins

Approval of Agenda – Motion made by Member Cullick to approve the agenda, second by Member Purcell. With all in agreement, the motion passed.

Approval of Meeting Minutes – Member Cullick made a motion to approve the May 20, 2015 meeting minutes, second by Member Purcell. With all in agreement, the minutes were approved.

Review of Census Log – Jeff Wilkins presented the Census Log to the Committee as follows:

MAY 2015 - DOGS
Intakes 22
Reclaimed 12
Adopted 4
Euthanized 1
Transferred 2

MAY 2015 - CATS
Intakes 8
Reclaimed 1
Adopted 2
Euthanized 1
Transferred 1

JUNE 2015 - DOGS
Intakes to date 1
Reclaimed to date 6
Adopted to date 4
Euthanized 0
Transferred 0
**DOGS CURRENTLY IN SHELTER**
Total Dogs Available for Adoption: 15      Total Unavailable Dogs: 6

**JUNE 2015 - CATS**
Intakes to date 6      Adopted to date 1      Transferred 0
Reclaimed to date 0      Euthanized 0

**CATS CURRENTLY IN SHELTER**
Total Cats Available for Adoption: 8      Total Unavailable Cats: 6 (2 cats, 4 kittens)

**Review of Bite/Euthanasia Report** – Jeff Wilkins reviewed the report with the committee and reported a total of 18 bites, with 15 canine bites, 5 cats, and 1 lizard bite in May.

There was 1 dog (due to behavior) and 1 cat (due to medical issues) euthanized in the month of May.

**Operations Report** – Jeff Wilkins reported 97 visitors in May.

**Events and Media**
6/20   Adoption Event in Conjunction with Prairie Fest
      Labor Day Weekend   Featured Adoption Organization at Country Comfort

Mr. Wilkins reported that a photographer came from the KC Record on June 12, 2015 to KCAC to photograph two long term dogs. Their photos, a write up, and details of their sponsored adoption fees will be featured in the paper later this week.

Mr. Wilkins reported that there have been two qualified applicants for the position, one from Las Vegas, and one from Nebraska. There are plans to post the ad in the Beacon News in the next week.

**Accounting Report** – Jeff Wilkins reviewed the monthly financial reports with the committee.

**Old Business** – None

**New Business** - None

**Executive Session** – Member Flowers made a motion to go into Executive Session for the purpose of discussion of minutes lawfully closed under this act, whether for the purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06, second by Member Cullick.

**Roll Call** – Member Purcell – yes, Member Prochaska – aye, Member Cullick – yes, Member Flowers - aye. **With all in agreement, the committee entered into Executive Session at 4:35 p.m.**

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<thead>
<tr>
<th></th>
<th>Elizabeth Flowers</th>
<th>John Purcell</th>
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<tr>
<td>Jeff Wehrli</td>
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<tr>
<td>Lynn Cullick</td>
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<tr>
<td>Matthew Prochaska</td>
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</table>
Committee Members Absent: Jeff Wehrli

Others Present: Jeff Wilkins, Dr. Gary Schlapp

There was consensus by the committee to release the minutes for July 9, 2014, and to retain the minutes for May 19, 2010, July 29, 2011 and September 17, 2014.

<table>
<thead>
<tr>
<th>Date of Executive Sessions</th>
<th>Retained</th>
<th>Released</th>
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<tr>
<td>May 19, 2010</td>
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<td>July 29, 2011</td>
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<td>July 9, 2014</td>
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<tr>
<td>September 17, 2014</td>
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Member Cullick made a motion to reconvene into open session, second by Member Flowers. With all in agreement, the meeting reconvened at 4:39 p.m.

Items for the County Board - None

Public Comment – None

Adjournment – Member Flowers made a motion to adjourn the meeting, second to the motion by Member Purcell. With all in agreement, the meeting was adjourned at 4:40 p.m.

Respectfully Submitted,

Valarie A. McClain
Administrative Assistant/Recording Secretary
CALL TO ORDER
The meeting was called to order by Chair Judy Gilmour at 9:00 a.m.

ROLL CALL
Committee Members Present: Judy Gilmour – here, Dan Koukol – here, Matthew Prochaska – here, John Purcell (arrived at 9:02 a.m.)

Committee Members Absent: Elizabeth Flowers

Others Present: Megan Andrews, KC Soil & Water, Dr. Amaal Tokars, Executive Director, Kendall County Health Department, Angela Zubko, Planning, Building & Zoning Department

APPROVAL OF MEETING MINUTES – Member Koukol made a motion to approve the March 16, 2015 meeting minutes, second by Member Prochaska. With all in agreement, the motion passed.

STATUS REPORTS

☐ Human Resources: Update on Health-Related Services and Benefits available to County Employees – Glenn Campos reviewed the benefit information available to county employees through the county website, and the vendor online link. Mr. Campos receives information from the ComPsych representative or website, from the CBIZ website, and from the BCBSIL website. Mr. Campos stated that his focus is on simply to beat into employees the concept of wellness, because it can take 3-5 years to see results that can be materialized into a cost benefit. Mr. Campos stated he is also updating the employee website with information available including exercise, headache triggers, food tips, and substance abuse prevention. This is just one way of beating it into employees, and a matter of people catching on.

☐ Soil & Water – Megan Andrews reviewed a resource packet which included information on National Rain Barrel Month. Barrels are available for purchase through KC Soil & Water, and Kendall County Conservation Foundation.

Ms. Andrews provided information on the Used Oil Drop Off is scheduled for Saturday, June 20, 2015 at the GrainCo FS office on Route 47 in Yorkville from
8:00-11:00 a.m. They will be accepting used oil, antifreeze and oil filters. They can make arrangements for special pick-up if someone has oil in excess of 100 gallons, by calling their office.

Ms. Andrews also reviewed the U.S. Drought Monitor, and an article by NOAA. Ms. Andrews stated that the County had 9/10ths inch of rain this weekend which helped, but said the County is not currently experiencing any dry conditions.

Ms. Andrews reported that Jenny Wold, the Education Coordinator is doing the last lesson of the school year on Soil Exploration, a treasure hunt in soil.

The Natural Resources Tour is scheduled for May 7, 8, 14, and 15 from 9:00 a.m. to 2:00 p.m. each day at Hoover Forest Preserve. There are six-nine stations that students can visit. The Health Department personnel also host stations in this event.

The annual Farm Camp for children 3rd through 5th grades on June 23, 2015 who will be working with Farm Bureau Young Leaders at Kellogg Farms in Yorkville.

Ms. Andrews has held a series of workshops in March on ponds, drainage, soil erosion sediment workshops.

And finally Ms. Andrews reported they have finished Fish Sale and gearing up for Tree Sale. Ms. Andrews reported there has been an increase in both sales this year.

- Water Related Groups – Ms. Zubko reported on the Big Rock Creek Watershed meeting held

NWPA – CMAP no longer receiving federal funding, and will not be involved in

- Health Department – Dr. Tokars reported that they had 6 hours of training with the Kendall County Sheriff’s office, Oswego Police officers, and Oswego Fire Personnel on behavior health issues, first responders personal health care, and

- Other Reports

OLD BUSINESS – None

NEW BUSINESS - None

PUBLIC COMMENT - None

ACTION ITEMS - None
EXECUTIVE SESSION – None Needed

ADJOURNMENT - Member Prochaska made a motion to adjourn the meeting, Member Purcell seconded the motion. With all in agreement, the meeting was adjourned at 9:36 a.m.

Respectfully Submitted,

Valarie McClain
Administrative Assistant/Recording Secretary
CALL TO ORDER
The meeting was called to order by Chair Judy Gilmour at 9:00 a.m.

ROLL CALL
Committee Members Present: Judy Gilmour - here, Dan Koukol - here, Matthew Prochaska - here, John Purcell (arrived at 9:02 a.m.)

Committee Members Absent: Elizabeth Flowers

Others Present: Megan Andrews, KC Soil & Water, Jenny Wold, KC Soil & Water Education Coordinator, Dr. Amaal Tokars, Executive Director, Kendall County Health Department, Glenn Campos

APPROVAL OF AGENDA – Member Prochaska made a motion to approve the agenda, second by Member Koukol. With all in agreement, the motion passed.

APPROVAL OF MEETING MINUTES – Member Koukol made a motion to approve the April 20, 2015 meeting minutes, second by Member Prochaska. With all in agreement, the motion passed.

STATUS REPORTS

- Health Department – Rae Ann Van Gundy reported that the Health Department conducted the first of four different assessments with the local public health system. Participants included local private and public schools, senior services, law enforcement, fire districts, local clergy, Rush Copley, and Waukonsee Community College.

Ms. Van Gundy stated that the purpose of the assessment was to measure the capacity of the local public health system to conduct essential public health services.

Ms. Van Gundy provided the following findings from the assessment:

Strengths:
- Strong community partnerships, coalitions and organizations that all work together toward common goals and share plans for planning, decision making and response

- Community health education occurs throughout Kendall County through meaningful partnerships

- Waubonsee Community College, internships availabilities, and seminars series offer effective workforce development occurring throughout the county

Opportunities:

- The Kendall County public health system needs to engage young adults (18-30 years) in health and well-being activities

- The Kendall County public health system needs to share health information (data) amongst providers, make assessments more known, and have the ability to layer data within the county, state and at the national level

- The Kendall County Health Department would like to employ leadership on research methods that produce effective health outcomes in the county residents.

Areas of Interest:

- Diabetes Education, Development of County-wide PIO group, awareness of messaging systems for all residents of Kendall County and share list of laboratory locations and their services

Some Areas of Concern:

- Addictions, Heart Disease, Mental Health and Social Well-Being

☐ Soil & Water – Megan Andrews reported that a Used Oil Drop Off is scheduled for Saturday, June 20, 2015 from 8:00a.m. – 11:00a.m. at Grainco FS in Yorkville.

Ms. Andrews also reviewed the U.S. Drought Monitor report with the committee. They recently completed the Trans-Ex survey checking on current crop conditions and planting trends and the construction site inspection program.

Ms. Andrews informed the committee that they were notified that they will not receive the remainder of their state allocation, approximately $60,000. They are currently reviewing their budget and searching for additional funding through the state.
Jenny Wold, Education Coordinator provided the highlights of the Agriculture and National Resource Literacy Program. Ms. Wold visited all but one elementary school in Kendall County and presented four times in 369 in-classroom presentations, reaching 9,157 students through Ag in the Classroom program.

Ms. Wold reported that approximately 850 students from 6 schools participated in the 8th Annual Natural Resource Tour at Hoover Forest Preserve. Presenters included staff from the Health Department, Forest Preserve, and the Kendall County Soil and Water Conservation District, teaching the kids about recycling, animals, insects, soils and landfills.

☐ Water Related Groups – No report

☐ Other Reports – Glenn Campos, HR Coordinator provided information on two upcoming ergonomic workshops being offered to county employees on June 25, 2015 at the Historic Courthouse and County Courthouse building. The workshops offers hands-on problem solving methods that will help employees recognize, evaluate and control ergonomic risk.

OLD BUSINESS – None

NEW BUSINESS – None

PUBLIC COMMENT – None

ACTION ITEMS – None

EXECUTIVE SESSION – None Needed

ADJOURNMENT- Member Koukol made a motion to adjourn the meeting, Member Prochaska seconded the motion. With all in agreement, the meeting was adjourned at 9:53 a.m.

Respectfully Submitted,

Valarie McClain
Administrative Assistant/Recording Secretary