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 of HIDTA Grant Award Kendall County Modification in the amount of $600,069.00
   B. Approve Letter of Understanding between County of Kendall, Illinois and Kendall County Sheriff and Illinois Fraternal Order of Police Labor Council (Patrol Deputies)
   C. Approve Letter of Understanding between County of Kendall, Illinois and Kendall County Sheriff and Illinois Fraternal Order of Police Labor Council (Patrol Sergeants)
   D. Approve Letter of Understanding between County of Kendall, Illinois and Kendall County Sheriff and Illinois Fraternal Order of Police Labor Council (Correction Sergeants)
   E. Approve the 1st meeting date in April to April 8, 2015
10. Old Business
11. Standing Committee Reports
    A. Administration/HR
    B. Facilities
        1. Award bid to lowest responsible bidder, Call One, to provide telephone services for 36 months pursuant to the terms of Kendall County’s for proposal for:
           a. Pri-T1 and T1 Circuits in an amount not to exceed $1,876.90 per month based on usage;
           b. Analog Lines and LD use on these circuits in an amount not to exceed $2,014.64 per month based on usage; and
           c. Centrex Lines and LD use on these circuits in an amount not to exceed $2,405.78 per month based on usage.
    C. Economic Development
    D. Finance Committee
        1. Approve claims in an amount not to exceed $782,434.87
    E. Judicial/Legislative
    F. Animal Control
    G. Standing Committee Minutes Approval
12. Special Committee Reports
    A. Kencom Executive Board
    B. Housing Authority
13. Chairman’s Report

Appointments
Jim Lee – Morgan Creek Drainage District – 3 year term – Expires February 2018
Dale Konicek – Rob Roy Drainage District – 3 year term – Expires February 2018
Richard “Shorty” Dickson – Raymond Drainage District – 3 year term – Expires February 2018
Robert K. Stewart – Morgan Creek Drainage District – 3 year term – Expires February 2018
Brad Mathre – Ethics Commission – 2 year term – Expires February 2017
Kristine Heiman – Ethics Commission – 2 year term – Expires February 2017
Amy Cesich – Ethics Commission – 2 year term – Expires February 2017
Judith Burks – Ethics Commission – 2 year term – Expires February 2017

**Announcements**
Ruben Rodriquez – Ethics Commission – 2 year term – Expires March 2017

14. Executive Session
15. Other Business
16. Citizens to be Heard
17. Questions from the Press
18. Adjournment
The Kendall County Board Meeting was held at the Kendall County Office Building, Room 209, in the City of Yorkville on Tuesday, February 3, 2015 at 6:35 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 1/6/15. Member Prochaska seconded the motion. Chairman Shaw asked for a voice vote on the motion. All members present voting aye. Motion carried.

**THE AGENDA**

Chairman Shaw asked that Planning, Building and Zoning be added to the agenda behind Old Business. Member Prochaska asked that UCCI be added under Special Committee Reports.

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

**NEW BUSINESS**

**Amendment to the Liquor Control Ordinance**

Member Flowers made a motion to approve the Amendment to the Kendall County Liquor Control Ordinance effective February 3, 2015. Member Cullick seconded the motion.

Assistant State’s Attorney, Leslie Johnson explained that the change was on page 18 under section 18. The phrase was added to the end of the section which says “with the exception of those properly licensed locations and video gaming terminals as are allowed pursuant to the Illinois Video Gaming Act”

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

A complete copy of Ordinance 15-01 is available in the Office of the County Clerk.

**Forest Preserve Release of Land-Cash Funds**

Member Wehrli moved to approve the Forest Preserve Petition of the Kendall County Board of Commissioners for Release of Land-Cash funds for acquisition of the fox River Bluffs Forest Preserve in the amount of $421,886. Member Flowers seconded the motion. Chairman Shaw asked for a roll call vote on the motion. All members present voting aye except Davidson and Koukol. Motion carried 8-2.

**OLD BUSINESS**

**Planning, Building and Zoning**

Member Gryder stated that an amphitheater is being proposed on an adjacent piece of property to the county. There were concerns regarding noise and parking. There is a hearing scheduled for February 11, 2015. A medical marijuana cultivation center has been awarded to the City of Joliet for our district.

**STANDING COMMITTEE REPORTS**

**Economic Development**

Member Koukol reviewed the minutes in the packet from the January 23, 2015 meeting.
Member Purcell moved to approve the claims submitted in the amount of $674,521.62. Member Cullick seconded the motion.

**COMBINED CLAIMS:**
- FCLT MGMT $68,718.57
- B&Z $1,800.83
- ELECTION $1,448.00
- ED SRV REG $516.43
- SHRFF $7,705.40
- CRRCTNS $20,526.68
- MERIT $567.50
- EMPLY HLTH INS $966.89
- SPRV OF ASSMNT $986.89
- CMB CRT SRV $1,175.87
- JURY COMM $372.47
- CRCT CT JDG $845.88
- CRRT CT CLK $579.62
- CO BRD $1,175.87
- TECH SRV $2,075.48
- ECON DEV $13.40
- LIABIL INSUR EXP $345,221.98
- OFF OF ADM SRV $89.88
- GNRL INS & BNDG $49.00
- CO HWY $9,631.27
- TRNSPRT SALES TX $2,453.00
- HLTH & HMN SRV $108,859.14
- ANML CNTRL EXPNS $31.18
- RCRDR DOC STRG $188.34
- HIDTA $44,482.41
- CO CMSRY FND $982.61
- CRT SEC FND $59.15
- LAW LBRY FND $4,330.82
- CRCT CT DOC STRG $1,074.25
- PRBTN SRV $9,994.83
- GIS $60.70
- KAT $2,975.23
- ENG/CNSLTG ESCRW $742.50
- SHRFF FTA FND $850.83
- VAC $5,994.83

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

**Judicial/Legislative**

**Resolution honoring Sheriff Thomas Usry**

Member Prochaska moved to approve the resolution honoring former Kendall County Sheriff Thomas Usry. Member Davidson seconded the motion. Chairman Shaw asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

**COUNTY OF KENDALL ILLINOIS**
**RESOLUTION 15-06**

WHEREAS, The members of the Kendall County Board are saddened to mourn the death of Thomas N. Usry, who passed away on January 22, 2015; and

WHEREAS, Thomas Usry was born July 24, 1936 in Washington DC, the son of Delmar and Cleo (Early) Usry; and

WHEREAS, Thomas Usry served his country in the United States Army; and

WHEREAS, Thomas Usry served with the Kendall County Sheriff's Office for 13 years; he was elected Sheriff in 1970; he would go on to win re-election Sheriff in 1974; he served as Sheriff until 1978; and

WHEREAS, Thomas Usry while Sheriff attended the FBI National Academy in Quantico, Virginia in 1973, while there he shot a perfect score of 300 on the range; and

WHEREAS, Thomas Usry after his service as Sheriff of Kendall County he served as Chief of public safety at the College of DuPage from 1978 until 2000; and

WHEREAS, Thomas Usry also served was active in many organizations throughout his life, including Masons, The Golden Kiwanis Breakfast Club, and was secretary/treasurer for the FBI National Academy of Illinois; and

WHEREAS, Thomas Usry was dearly loved by his family and friend and was highly respected in law enforcement; therefore, be it

RESOLVED, BY THE RESIDENTS OF KENDALL COUNTY AS REPRESENTED BY THE KENDALL COUNTY BOARD, that we mourn the passing of Thomas N. Usry and extend our sincere condolences to his family, friends, and all who knew and loved him; and be it further

RESOLVED, That the County Administrator create a suitable copy of this resolution to be presented to the family of Thomas Usry as an expression of our deepest sympathy.

Attest:

John A. Shaw, County Board Chair

Debbie Gillette, County Clerk

**Animal Control**

Member Wehrli reviewed the minutes in the packet from the January 21, 2015 meeting.
STANDING COMMITTEE MINUTES APPROVAL

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

SPECIAL COMMITTEE REPORTS

Kencom Executive Board

Member Gilmour stated the Executive Board will meet on February 26, 2015.

Housing Authority

Member Prochaska stated that they had their first official meeting with interim Executive Director, Ken Coles. They are meeting in February to approve the submission to the Federal Department of Housing and Urban Development for the CMAP scores.

UCCI

Member Prochaska reported that members Cullick, Gryder and Prochaska all attended the UCCI meeting. At the meeting was Governor Bruce Rauner, they discussed various issues affecting state and county government.

CHAIRMAN'S REPORT

Announcement

Roger Bledsoe – Regional Planning Commission – 3 year term – Expires January 2018
Larry Nelson – Regional Planning Commission – 3 year term – Expires January 2018
Vern Poppen – Regional Planning Commission – 3 year term – Expires January 2018
Jack Westphall – Merit Commission – Replacement for Keith Barnhart - Expires March 8, 2017
Bob Hyde – Rob Roy Drainage District – 3 year term – Expires February 2018

EXECUTIVE SESSION

Member Koukol made a motion to go into Executive Session for collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees and litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal. Member Flowers seconded the motion. Chairman Shaw asked for a roll call vote on the motion. All members present voting aye. Motion carried.

RECONVENE

ADJOURNMENT

Member Flowers 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 19th day of February, 2015.

Respectfully submitted by,
Debbie Gillette
Kendall County Clerk
INTEROFFICE MEMORANDUM

TO: COUNTY BOARD
FROM: DWIGHT BAIRD, SHERIFF
SUBJECT: L.O.U. WITH PATROL DEPUTIES AND PATROL AND CORRECTION SERGEANTS FOR 12 HOUR WORK SHIFTS
DATE: FEBRUARY 26, 2015
CC:

The Sheriff’s Office and the Fraternal Order of Police (F.O.P.) would like to enter into a letter of understanding (L.O.U.) to allow for a 12 hour shift work schedule, replacing the current 8.5 hour shift work schedule. The current Collective Bargaining Agreement (C.B.A.) allows for an 8.5 hour and a 10 hour shift work schedules to be worked at discretion of the Sheriff. Since the 12 hour shift work schedule is outside the current C.B.A. it requires a L.O.U. to be agreed and signed by both parties. The proposed L.O.U. will be with the Patrol Deputies, Patrol and Correction Sergeants. The aforementioned units have voted and approved the attached L.O.U.'s and respective policy. All proposed L.O.U.s have been reviewed and approved by the States Attorney’s Office.

Should you have any additional questions please feel free to contact me.
Letter of Understanding
Between County of Kendall, Illinois and Kendall County Sheriff and
Illinois Fraternal Order of Police Labor Council (Patrol Deputies)

This Letter of Understanding (LOU), entered into by and between the County of Kendall, Illinois and Kendall County Sheriff (hereinafter “Employer”) and the Illinois Fraternal Order of Police Labor Council for Kendall County Sheriff’s Office, Patrol Deputies Bargaining Unit (hereinafter “Union”), hereby memorializes the Employer’s and the Union’s mutual understanding and agreement as it relates to the trial implementation of a twelve (12) hour work shift schedule for all bargaining unit members assigned to work patrol in lieu of the work shift schedule set forth in Article XXI of the current union contract.

1. **Trial Period.** The parties understand and agree the trial implementation period for the twelve (12) hour work shift schedule shall be from approximately the start of business on March 14, 2015 to the close of business on December 31, 2015 (hereinafter referred to as “the trial period”). The trial period may be extended by mutual agreement of all parties. The provisions of this LOU are intended for the trial period only and are not intended to change any other provisions, past practice, or policies and/or to set precedent if these provisions somehow impact other provisions, practice, or policy of the Kendall County Sheriff’s Office.

2. **Work Shift and Work Period.** During the trial period, all bargaining unit members assigned to patrol will work a twelve (12) hour work shift schedule in lieu of the eight and one half (8 ½) hour work shift schedule set forth in Article XXI, Section 4 of the current union contract. Also, during the trial period for the twelve (12) hour work shift, the work period shall be defined as a regularly recurring period of fourteen (14) days commencing at 6:00 a.m. CST every other Saturday in lieu of the work period set forth in Article XXI, Section 2. The parties agree that the terms of this trial twelve (12) hour work shift schedule and the work period are set forth in the General Order attached hereto as Exhibit A and incorporated herein by reference. The terms of this LOU and the attached General Order shall supersede all conflicting provisions in the current union contract including, but not limited to Article XXI of the current union contract. All other articles and terms of the current union contract shall continue without interruption for the term thereof.

3. **Evaluation of Trial Period.** Sometime during the first full week of October 2015 or on a later date mutually agreed to by all parties, the parties shall conduct a labor management committee meeting to determine if the twelve (12) hour work shift meets the needs of the Employer, the Union and the bargaining unit members. If all parties agree the twelve (12) hour work shift schedule is acceptable, the parties agree to revise the union contract to reflect a twelve (12) hour work shift schedule for all bargaining unit members assigned to patrol in lieu of the current eight and one half (8 ½) hour work shift schedule. If all parties do not agree to continue the twelve (12) hour work shift schedule after the trial period expires, then the parties agree to revert back to the eight and one half (8 ½) hour work shift
schedule as set forth in Article XXI of the union contract once the trial period expires at the close of business on December 31, 2015.

4. **Effective Date.** This LOU is effective on the date of execution by all parties. Signed and agreed to this ____ day of February, 2015.

For the County of Kendall

For the Kendall County Sheriff

For the FOP Labor Council
Letter of Understanding

Between County of Kendall, Illinois and Kendall County Sheriff and
Illinois Fraternal Order of Police Labor Council (Patrol Sergeants)

This Letter of Understanding (LOU), entered into by and between the County of Kendall, Illinois and Kendall County Sheriff (hereinafter “Employer”) and the Illinois Fraternal Order of Police Labor Council for Kendall County Sheriff’s Office, Patrol Sergeant’s Bargaining Unit (hereinafter “Union”), hereby memorializes the Employer’s and the Union’s mutual understanding and agreement as it relates to the trial implementation of a twelve (12) hour work shift schedule for all bargaining unit members assigned to work patrol in lieu of the work shift schedule set forth in Article XX of the current union contract.

1. **Trial Period.** The parties understand and agree the trial implementation period for the twelve (12) hour work shift schedule shall be from approximately the start of business on March 14, 2015 to the close of business on December 31, 2015 (hereinafter referred to as “the trial period”). The trial period may be extended by mutual agreement of all parties. The provisions of this LOU are intended for the trial period only and are not intended to change any other provisions, past practice, or policies and/or to set precedent if these provisions somehow impact other provisions, practice, or policy of the Kendall County Sheriff’s Office.

2. **Work Shift and Work Period.** During the trial period, all bargaining unit members assigned to patrol will work a twelve (12) hour work shift schedule in lieu of the eight and one half (8 ½) hour work shift schedule set forth in Article XX, Section 4 of the current union contract. Also, during the trial period for the twelve (12) hour work shift, the work period shall be defined as a regularly recurring period of fourteen (14) days commencing at 6:00 a.m. CST every other Saturday in lieu of the work period set forth in Article XX, Section 2. The parties agree that the terms of this trial twelve (12) hour work shift schedule and the work period are set forth in the General Order attached hereto as Exhibit A and incorporated herein by reference. The terms of this LOU and the attached General Order shall supersede all conflicting provisions in the current union contract including, but not limited to Article XX of the current union contract. All other articles and terms of the current union contract shall continue without interruption for the term thereof.

3. **Evaluation of Trial Period.** Sometime during the first full week of October 2015 or on a later date mutually agreed to by all parties, the parties shall conduct a labor management committee meeting to determine if the twelve (12) hour work shift meets the needs of the Employer, the Union and the bargaining unit members. If all parties agree the twelve (12) hour work shift schedule is acceptable, the parties agree to revise the union contract to reflect a twelve (12) hour work shift schedule for all bargaining unit members assigned to patrol in lieu of the current eight and one half (8 ½) hour work shift schedule. If all parties do not agree to continue the twelve (12) hour work shift schedule after the trial period expires, then the parties agree to revert back to the eight and one half (8 ½) hour work shift
schedule as set forth in Article XX of the union contract once the trial period expires at the close of business on December 31, 2015.

4. **Effective Date.** This LOU is effective on the date of execution by all parties. Signed and agreed to this ____ day of February, 2015.

For the County of Kendall

For the FOP Labor Council

For the Kendall County Sheriff
Letter of Understanding  
Between County of Kendall, Illinois and Kendall County Sheriff and  
Illinois Fraternal Order of Police Labor Council (Correction Sergeants)  

This Letter of Understanding (LOU), entered into by and between the County of Kendall, Illinois and Kendall County Sheriff (hereinafter "Employer") and the Illinois Fraternal Order of Police Labor Council for Kendall County Sheriff's Office, Corrections Sergeants Bargaining Unit (hereinafter "Union"), hereby memorializes the Employer's and the Union's mutual understanding and agreement as it relates to the trial implementation of a twelve (12) hour work shift schedule for all bargaining unit members assigned to work the corrections side only not to include those that are assigned to the Courthouse in lieu of the work shift schedule set forth in Article XX of the current union contract.

1. **Trial Period.** The parties understand and agree the trial implementation period for the twelve (12) hour work shift schedule shall be from approximately the start of business on March 28, 2015 to the close of business on December 31, 2015 (hereinafter referred to as "the trial period"). The trial period may be extended by mutual agreement of all parties. The provisions of this LOU are intended for the trial period only and are not intended to change any other provisions, past practice, or policies and/or to set precedent if these provisions somehow impact other provisions, practice, or policy of the Kendall County Sheriff's Office.

2. **Work Shift and Work Period.** During the trial period, all bargaining unit members assigned to the corrections side only not to include those that are assigned to the Courthouse will work a twelve (12) hour work shift schedule in lieu of the eight and one half (8 ½) hour work shift schedule set forth in Article XX, Section 4 of the current union contract. Also, during the trial period for the twelve (12) hour work shift, the work period shall be defined as a regularly recurring period of fourteen (14) days commencing at 6:00 a.m. CST every other Saturday in lieu of the work period set forth in Article XX, Section 2. The parties agree that the terms of this trial twelve (12) hour work shift schedule and the work period are set forth in the General Order attached hereto as Exhibit A and incorporated herein by reference. The terms of this LOU and the attached General Order shall supersede all conflicting provisions in the current union contract including, but not limited to Article XX of the current union contract. All other articles and terms of the current union contract shall continue without interruption for the term thereof.

3. **Evaluation of Trial Period.** Sometime during the first full week of October 2015 or on a later date mutually agreed to by all parties, the parties shall conduct a labor management committee meeting to determine if the twelve (12) hour work shift meets the needs of the Employer, the Union and the bargaining unit members. If all parties agree the twelve (12) hour work shift schedule is acceptable, the parties agree to revise the union contract to reflect a twelve (12) hour work shift schedule for all bargaining unit members assigned to the corrections side only not to include those assigned to the Courthouse in lieu of the current eight and one half (8 ½) hour work shift schedule. If all parties do not agree to
continue the twelve (12) hour work shift schedule after the trial period expires, then the parties agree to revert back to the eight and one half (8 ½) hour work shift schedule as set forth in Article XX of the union contract once the trial period expires at the close of business on December 31, 2015.

4. **Effective Date.** This LOU is effective on the date of execution by all parties. Signed and agreed to this ___ day of March, 2015.

For the County of Kendall

[Signature]

For the Kendall County Sheriff

For the FOP Labor Council

[Signature]
Office of the Sheriff
Kendall County

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12 Hour Shift Procedures

POLICY:

It is the Policy of the Kendall County Sheriff’s Office to provide continuous police coverage throughout the County, at all times.

PURPOSE:

The purpose of this Policy is to provide guidelines regarding issues related to the twelve hour work schedule including but not limited to hours of work, training days, hire back, lunches, Roll Call, breaks, and shift responses.

I. Shift Hours
II. Shift Trades
III. 80 Hour Pay Period (2 week schedule)
IV. Shifts allocation
V. Hire Back Authorization
VI. Training
VII. Meals and Breaks
VIII. Early Deputy
IX. Overtime
X. Compliance and Review

I. Shift Hours:

A. The Kendall County Sheriff’s Office Patrol Division shall be assigned to work shifts as established by the Sheriff, within the guidelines of the current bargaining agreements (12 hour shifts).

B. Shift picks will occur once a year on a seniority basis by each December 1st. Should a shift vacancy occur during the year, the vacancy may be offered to all Deputies that meet the criteria on a seniority basis. If the vacancy remains
unfilled it may be filled by inverse seniority. Specialty positions cannot be filled by probationary Deputies.

C. Deputies that are not available or eligible to work a scheduled shift starting January 1st, will not be eligible to place a shift pick.

D. The patrol schedule will be outlined for the year, January 1st through December 31st.

E. Deputies will be assigned to the specific Team/Schedule by the Sheriff or his designee.

F. Variations involving changes to the schedule will be posted a minimum of 14 days in advance. Once the schedule is posted then no changes shall be made for that 14 day period unless both the Deputy and the Sheriff or his designee agrees to the changes, with the exception of training.

G. Work shifts may be changed for the purpose of a one day training session with at least 72 hours notice, in instances of training for a longer period both the Deputy and the Sheriff or his designee agrees must agree to the changes.

H. Early and or late shifts will be assigned to ensure police coverage during shift change periods.

II. Shift Trades; Will comply with the Kendall County Sheriff’s Office “Shift Trade” policy.

III. 80 Hour Pay Period (2 weeks), in concurrence with the County payroll system:

A. Employees assigned to the Patrol Division will work or use benefit time to equal 80 hours in each two week pay period. The twelve hour shift schedule will amount to 84 hours within the two week period, therefore Deputies assigned to this shift will accept four consecutive hours of scheduled time off each work period either at the beginning or end of a work shift, to create an 8 hour day.
   i. The day during the two week period for the 8 hour day will be chosen by seniority, on a yearly basis.
   ii. The hours of the 8 hour day will be determined by the Shift Supervisor, to meet the needs of the Sheriff’s Office.

B. Deputy’s accrual and suspension time will be based on 8 hour days.
   i. Deputies sick time will be accrued at 8 hours per month
   ii. Deputies overtime will be paid for all hours worked in excess of 80 hours in a work period, or for all hours worked beyond the regularly scheduled daily work shift of 12 hours, or 8 hours.
   iii. In instances of Deputies being disciplined that involve a suspension, the days of suspension will be equal to 8 hours.
   iv. Holiday pay shall be 8 hours straight time pay, computed at the Deputies base rate of pay. Deputies scheduled to work on a holiday shall be paid time and one-half for actual hours worked, plus holiday pay, per the CBA.
C. In the event of a Bereavement leave, the Deputy will be permitted to be absent from their job for 24 hours of work time. This is intended to maintain consistency within the bargaining unit, for Deputies on eight hour shifts.

D. Canine Deputies;
   i. Will work 11 hour shifts, allowing them time to care for their canine, during the 80 work period.
   ii. Canine Deputies will conduct 8 hours training during the 80 hour work period. To facilitate this training the Canine Deputies will conduct their training on their assigned 8 hour. Additionally to accommodate that the canines train together, Canine Deputies may be assigned to a hybrid shift to be established for each work period as needed.

IV. Shift Allocations:
   A. The Sheriff will determine the team and/or duty assignments, the number of personnel per shift or duty assignment, and change or alter these after proper notice.
      i. With this being noted the annual schedule will reflect the number of Deputies being assigned to the Patrol Division.
      ii. The number of shift strengths established by the schedule allow for the shift strength to be 2 less Deputies than are assigned to that shift, and 1 Shift Supervisor at all times.
         1. The number of Deputies equaling “2 less” will include; Deputies on training, vacation, compensatory time, and excused time - a zero hours worked day due to scheduled training.
         2. The Sheriff may require higher minimum shift strengths during special events or emergencies. For special events that require a higher minimum the Sheriff will provide notice.
      iii. Sergeants will bid shifts by seniority (as defined by the CBA) their shift assignments (specifically days “a”, days “b”, days “swing”, nights “a”, nights “b”, or nights “swing”).

V. Hire Back Authorization:
   A. Shift Supervisors are authorized to fill the shift strengths as needed. The Chief Deputy or his designee will review the schedule for each month to determine shift strengths and identifying hire back needs.
   B. Deputies will not be scheduled more than 12 hours at a time. Hire back hours will be filled from personnel who are off duty and, whenever possible in 12 or 8 hour increments in accordance with Office needs. Hire back in 4 hour blocks will only be authorized if necessary.
C. The exception to the 12 hour work limit will be in the case of an Office emergency. In such a case, Deputies may be required to work extended hours until relieved or when the emergency situation is brought under control.

VI. Training:

A. Deputies attending training will be credited for the amount of training attended, and reasonable travel time.
   i. Deputies attending an 8 hour training class on a scheduled work day will complete their 12 hour shift coordinating their duties with the Shift Supervisor.
   ii. Deputies attending an 8 hour training class on a scheduled day off will be required to report for work (for their scheduled shift) to fulfill the remaining hours owed, or take benefit time, coordinated in advance with the Shift Supervisor.
   iii. Deputies attending a class over 8 hours (multiple days) will have their schedules altered, to comply with the 80 work week.

B. Schedule adjustments will be made to ensure that Deputies do not attend training without an adequate rest period of ten hours, prior to and after their scheduled shifts. Should a Deputy be assigned to training in violation of this section they will notify their Shift Supervisor, who will remedy the conflict.

VII. Meals and Breaks:

A. Meals; Deputies will receive a half hour meal period.
B. Breaks: Deputies will receive three 15 minute breaks during their 12 hour shift.
C. Deputies and Shift Supervisors understand that the meal and break periods should be provided, however they may be interrupted due to nature of police work. Therefore, the Shift Supervisor and the Shift Deputies should work together to try to ensure that each member of the shift is allotted their meal and rest periods.

VIII. Early Deputy:

A. In order to help reduce extended wait times on calls for service, the Sheriff's Office will have one or two Deputies start their shift one hour prior to the scheduled shift change.
B. Supervisors will coordinate the early car and have them annotated on the schedule 15 days in advance.
C. Upon agreement between the Shift Supervisor and the Deputies affected, they can change the scheduled Early Deputy at anytime.

IX. Overtime:

A. All unscheduled overtime will be approved by the on-duty Shift Supervisor, before the overtime hours are worked.
B. Deputies may be required to work in excess of twelve hours (overtime) for the purpose of completing reports of a serious nature. This decision will be made by the Shift Supervisor on a case-by-case basis.

X. Compliance and Review:
   A. It is the responsibility of Patrol Deputies, Shift Supervisors, and the Command Staff to comply with this Policy.
   B. This Policy shall be reviewed as needed.
CALL TO ORDER
The meeting was called to order by Chair Lynn Cullick at 5:30p.m.

ROLL CALL
Committee Members Present: Judy Gilmour - here, Dan Koukol - present, Lynn Cullick – here, John Purcell (arrived at 5:37p.m.)

Committee Members Absent: Elizabeth Flowers

Other Board Members Present: Matthew Prochaska

Others present: Jeff Wilkins

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

APPROVAL OF MINUTES: Member Gilmour made a motion to approve the February 5, 2015 meeting minutes, second by Member Koukol. With all in agreement, the motion passed.

MONTHLY REPORTS

COUNTY ADMINISTRATOR – Jeff Wilkins provided an update on the revisions to the Title 6 agreement with the Voluntary Action Center required by the RTA for the 5310 grant funds. Mr. Wilkins said there might be a need for a new resolution to adopt the agreement and includes the application.

Mr. Wilkins said that Governor Rauner’s proposed budget would reduce the KAT grant by approximately $50,000 less than last year’s grant. Mr. Wilkins said that the transportation lobby is working on this issue. Mr. Wilkins reported that Oswego is currently reviewing their budget, and doing a cost benefit on individual programs, and that they may eliminate the eastern Park-n-Ride route, and drop the western route from 5 to 3. Mr. Wilkins said that if this is part of the approved Oswego budget, the county KAT program might have to make reductions in service, and the growth of the program would be hindered. Mr. Wilkins is working with Paul LaLonde on ideas for reduction if needed.

DEPARTMENT HEADS AND ELECTED OFFICIALS – None
OLD BUSINESS - None

NEW BUSINESS

➤ County Board Rules of Order – The committee began discussion on the following:

- Clarification that the County Board Chair has the authority to assign a board member to attend one specific meeting, and that meeting qualify for per diem compensation. It was suggested that a new form be created for board members to complete following attendance at this type of meeting and submitting it with voucher to the County Treasurer/Collector’s office.

- The statutes and matrix of statutes for the 708 Mental Health Board, The Historic Preservation Commission and the Health Board.

- Whether board members attendance at labor negotiation meetings, as part of the county’s bargaining representation, qualify for per diem compensation.

- Moving paragraph c listed under County Board Chair responsibilities to the section regarding County Board Members as paragraph a.

ACTION ITEMS FOR COUNTY BOARD - None

EXECUTIVE SESSION – None needed

PUBLIC COMMENT – None

ADJOURNMENT – Member Purcell moved to adjourn the meeting at 7:10 p.m., Member Cullick seconded the motion. The motion was unanimously approved by a voice vote.

Respectfully Submitted,

Valarie McClain
Administrative Assistant/Recording Secretary
# Kendall County 1010-6904

## Monthly Service Charges - Analog Services

<table>
<thead>
<tr>
<th>Service Type</th>
<th>Rate</th>
<th>Cyl</th>
<th>Charge</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business Line - Access Area C</td>
<td>$14.64</td>
<td>79.0</td>
<td>$1,158.56</td>
</tr>
<tr>
<td>Remote Call Forwarding (R C F)</td>
<td>$30.50</td>
<td>1.0</td>
<td>$30.50</td>
</tr>
<tr>
<td>Centres Call Area C</td>
<td>$14.64</td>
<td>57.0</td>
<td>$841.04</td>
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<tr>
<td>Centres Charge</td>
<td>$9.00</td>
<td>57.0</td>
<td>$513.00</td>
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<tr>
<td>Centres Surcharge</td>
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<tr>
<td>Centres Telephone Charge</td>
<td>$1.20</td>
<td>0.0</td>
<td>$0.00</td>
</tr>
<tr>
<td>EULC</td>
<td>$0.00</td>
<td>65.0</td>
<td>$290.75</td>
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## Additional Line Charges

<table>
<thead>
<tr>
<th>Line Charge</th>
<th>Rate</th>
<th>Cyl</th>
<th>Charge</th>
</tr>
</thead>
<tbody>
<tr>
<td>Toll Line</td>
<td>$2.25</td>
<td>57.0</td>
<td>$129.15</td>
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<tr>
<td>Additional Line</td>
<td>$4.20</td>
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<tr>
<td>Call Forwarding</td>
<td>$3.00</td>
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<td>$0.00</td>
</tr>
<tr>
<td>Call Waiting</td>
<td>$12.00</td>
<td>1.0</td>
<td>$12.00</td>
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<tr>
<td>Call Forwarding (Residential)</td>
<td>$12.00</td>
<td>1.0</td>
<td>$12.00</td>
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<tr>
<td>Call Waiving</td>
<td>$12.00</td>
<td>1.0</td>
<td>$12.00</td>
</tr>
<tr>
<td>Caller ID</td>
<td>$5.00</td>
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<tr>
<td>Caller ID with Name Display</td>
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</tr>
<tr>
<td>Usage Charge</td>
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<tr>
<td>Non-Publicated Numbers</td>
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<td>$29.40</td>
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<tr>
<td>Three-Way Calling</td>
<td>$10.73</td>
<td>2.0</td>
<td>$21.46</td>
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</table>

## Total Local Service Charges - Analog

$7,794.70

## Total Local Service Charges - Analog

$16,776.91

## Estimated Monthly Charges - Analog Circuit

$4,946.70

## Alternate Vendor Circuits

<table>
<thead>
<tr>
<th>Circuit Type</th>
<th>Rate</th>
<th>Cyl</th>
<th>Charge</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monthly service charges - contracted circuits</td>
<td>$375.00</td>
<td>1.0</td>
<td>$375.00</td>
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<tr>
<td>IDD</td>
<td>$20.00</td>
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<td>$20.00</td>
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<td>Foreign Exchange</td>
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<td>Additional Line</td>
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<td>Total Local Usage Charges - Contracted Circuits</td>
<td>$3,462.00</td>
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</tbody>
</table>

## Estimated Total Local Usage Charges - Contracted Circuits

$12,968.40

## Subtotal Charges

<table>
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<tr>
<th>Rate</th>
<th>Cyl</th>
<th>Charge</th>
</tr>
</thead>
<tbody>
<tr>
<td>$400.00</td>
<td>1.0</td>
<td>$400.00</td>
</tr>
</tbody>
</table>

## Estimated Total Monthly Charges

$10,569.57

## Estimated Total Monthly Savings

$631.84

## Estimated Total Annual Savings

$7,582.08

## Estimated 12 Month Savings

$6,956.20

## Estimated 12 Month Savings

$4,000.00

## Estimated 12 Month Savings

$2,000.00

## Estimated 12 Month Savings

$1,000.00

## Estimated 12 Month Savings

$500.00

## Estimated 12 Month Savings

$250.00

## Estimated 12 Month Savings

$125.00

## Estimated 12 Month Savings

$62.50

## Estimated 12 Month Savings

$31.25

## Estimated 12 Month Savings

$15.62
KENDALL COUNTY ILLINOIS
Economic Development Committee

Meeting Minutes
Friday, February 27, 2015

Call to Order
The Economic Development Committee met at 8:00 a.m. and was called to order by Chairman Dan Koukol.

Roll Call
Committee Members Present: Lynn Cullick – here, Judy Gilmour here, Scott Gryder - here, Dan Koukol - here, Matt Prochaska - here

Other Board Members Present: John A. Shaw, County Board Chair

Others Present: Jeff Wilkins, Angela Zubko

Approval of Agenda - Member Prochaska made a motion, seconded by Member Gryder, to approve the meeting agenda. With all members voting ave, the motion carried. Approval of Meeting Minutes – Member Gryder made a motion, seconded by Member Cullick, to approve the January 23, 2015 meeting minutes. With all members voting ave, the motion carried.

County Administrator’s Report

➢ *Job Resource Fair* - Jeff Wilkins reported that the Waubonsee Job Resource Fair date has been set as June 15, 2015 at the Plano campus from 9:00a.m. - 1:00p.m. Kendall County EDC partners with Waubonsee in hosting the job fair. There was discussion at the first planning meeting on a resource available to employers and potential employees year round.

➢ Mr. Wilkins Industrial Market Analyst through CMAP. They have hired a consultant and will hopefully have a municipality EDC representative meeting in March.

➢ Mr. Wilkins reported that the Chicago Metro Export Initiative has hired a director, and they used a grant through CP Morgan Chase. Mr. Wilkins said Kendall County isn’t participating as much with this organization due to lack of resources.

New Business - None

Old Business

➢ *Revolving Fund Financial Assistance Loan Updates* – Chair Koukol met with Boyd Ingemunson, regarding the contract for a 20 year loan for the construction of the business “Law Offices”. Mr. Ingemunson reported they plan to begin demolition on March 7, 2015. The contract has been reviewed by the State’s Attorney’s Office, and has been signed by Mr. Ingemunson. Once Chairman Shaw has signed
the contract, Mr. Koukol will deliver the check.

➢ Economic Development Coordinator Position Update – Chair Koukol reported that a candidate has been interviewed twice, and has also met with county municipal EDC representatives. Mr. Wilkins said the candidate has a great deal of experience in program management, grant writing, economic development, and planning experience.

Mr. Shaw who also sat in on candidate interviews, asked if there was an immediate need to hire someone for this position, or if others would be interviewed.

Mr. Wilkins made an offer to the candidate, but said the candidate has other interviews and options to consider. Mr. Wilkins will follow up with the candidate next week on her decision.

Chairman’s Report – Chair Koukol said he has received additional inquiries regarding the revolving loan program, and has a phone meeting scheduled with an interested business owner this afternoon.

Public Comment – None

Executive Committee - None

Adjournment
With no further business to discuss, Member Prochaska moved to adjourn. The motion was seconded by Member Gryder. There being no objection, the Economic Development Committee at 8:52a.m., adjourned.

Respectfully Submitted,

Valarie A. McClain
Administrative Assistant/Recording Secretary
KENDALL COUNTY, ILLINOIS
BUDGET & FINANCE COMMITTEE
Meeting Minutes
Thursday, February 26, 2015

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

Committee Members Present: Bob Davidson, Elizabeth Flowers (arrived at 5:50p.m.), Scott Gryder (arrived at 5:39p.m.), Matt Prochaska, John Purcell

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

Claims Review and Approval
The Committee reviewed the County claims report. A motion was made by Member Prochaska to forward the approval of claims in an amount not to exceed $782,434.87, second to the motion by Member Davidson. With all members in agreement, the motion carried.

Tom Thomas, Health Department – No report

Undersheriff Harold Martin, Sheriff’s Office – No report

Jeff Wilkins, County Administrator - Mr. Wilkins said that when Governor Rauner refers to the local government distributive fund, he is referring to funds in the Personal Property Replacement Tax and the Income Tax, which are strictly income type of taxes collected by the state and distributed through that fund to the county. The state is contemplating withholding fifty percent of those two funds, which would have a substantial impact on the county’s revenue.

Items from other Committees

Facilities Management - Bob Davidson reported that the transfer switch of a generator shorted out last weekend. Facilities Management is waiting on final quotes from the vendor regarding replacement costs. Mr. Davidson will update the committee with those numbers, and the next step in replacement of the switch.

Member Davidson also reported that he and Mr. Smiley met with Paul LaLonde of Kendall Area Transit regarding the addition of personnel and the repair of exposed wiring in the current office. DVAKC has stated they will contribute to the update. M. Davidson will bring the final costs to the Finance Committee for approval at a future meeting.
Items of Business

➢ Personnel Salaries and Benefits – Latreese Caldwell reviewed her reports on personnel for the past ten years, the five and ten year FTE’s, and funding through the General Fund, Other Funds, and personnel by department and combined funds with the committee.

➢ Levy Review – Item tabled until the March 12, 2015 committee meeting.

➢ Standard & Poor’s Bond Rating Rationale for Kendall County, IL (February 20, 2015) – Jeff Wilkins reviewed the county’s bond ratings report with the committee.

Old Business - None

Items for Committee of the Whole – None

Action Items for County Board

➢ Approval of Claims in an amount not to exceed $782,434.87

Public Comment – None

Questions from the Media – None

Executive Session – None Needed

Adjournment – Member Flowers made a motion to adjourn the Budget and Finance Committee meeting, second by Member Prochaska. The meeting adjourned at 6:39p.m.

Respectfully submitted,

Valarie A. McClain
Administrative Assistant/Recording Secretary
COUNTY OF KENDALL ILLINOIS
JUDICIAL LEGISLATIVE COMMITTEE
Wednesday, February 25, 2015
Courthouse Jury Assembly Room
807 W. John Street, Yorkville IL

Meeting Minutes

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

Roll Call
Committee Members Present: Judy Gilmour – here, Dan Koukol – here, Matt Prochaska - here, Bob Davidson – yeah, John Purcell (arrived at 3:04 p.m.)

Also Present: Becky Morganegg, Nicole Swiss, Tina Varney, Eric Weis

Approval of Minutes – Member Davidson made a motion to approve the January 28, 2015 minutes, second by Member Gilmour. Minutes approved with all in agreement.

Status Reports

Circuit Clerk – Becky Morganegg reported that she has received resignations from two deputy clerks recently, and will begin the search for replacements. She said that turnover seems to be a challenge for her office lately.

Courthouse – Judge Tim McCann wanted to alert the committee on the current issue of funding for court reporters, and said that when the state budget was approved that the state and legislature changed the funding source for the court reporting service salaries to the personal property tax replacement fund. Unfortunately, that fund authorized by the legislature was not the appropriate fund to utilize for this purpose, and has caused the issue with funding.

Judge McCann and other Chief Judges in the state have been notified by the Supreme Court, there will be no money available for payment of the court reporters after April 15, 2015. Judge McCann said Kendall County will be out of funds for court reporter salaries as of May 15, 2015. It has been suggested that circuits begin lay-off of court reporters as soon as Monday, March 2, 2015, or that they totally shut the door until funding is available in July 2015. There are some circuits suggesting they will have a total shut down on April 16, 2015. Judge McCann will continue to update the committee on his decision for the Kendall County circuit.
**Court Security** – No report

**Court Services/Probation** – Tina Varney distributed the monthly reports for Juvenile Placement and Juvenile Detention.

**Public Defender** – Report as submitted

**Sheriff’s Office** – No report

**State’s Attorney** – State’s Attorney Eric Weis reported they have hired one new support staff member who is already in place, and a new supervisor of the misdemeanor division who will begin on March 9, 2015. Mr. Weis reported these as replacements for former employees.

**Legislative Report** – Chairman Prochaska stated that SB 59 will be moving forward this session. Prochaska also reported that Governor Rauner is proposing cuts to the local distributive government fund, and will increase the county budget substantially if the bill passes.

HB 1373 proposes that all stipends when the next term begins would eliminate all stipends, and HB 260 proposes to reduce or eliminate the amount of state stipend that elected county officials receive based on county population. Kendall County elected officials would receive fifty percent of their stipend if this bill passes.

There is a bill that proposes a freeze on the PTELLs. Mr. Prochaska will continue to update the committee on this bill.

Mr. Prochaska updated the committee on the unfunded mandates topic. Governor Rauner created a state commission to address local government consolidation and unfunded mandates. This commission will be operated under the office of the lieutenant governor. The commissions mandate is to conduct a comprehensive review of all state laws relating to local government and school district consolidation.

**Old Business** – Mr. Prochaska updated the committee on the proposed combination of the Judicial Legislative Committee and Public Safety Committee into one committee. Mr. Prochaska reported that this item has been forwarded to the Admin HR committee for review before any action is taken. Mr. Prochaska will update the committee on the progress.

**New Business**

➢ **Kendall County Legislative Lobby Day** – Member Prochaska invited all committee members to the Legislative Lobby Day including a reception and an education seminar hosted by UCCI in Springfield on March 24, 2015.

**Actions Items for County Board** – None
Public Comments - None

Executive Session – None Needed

Adjournment – A motion was made by Member Koukol, second by Member Gilmour to adjourn the Judicial Legislative Committee at 3:41 p.m. With all in agreement, the meeting adjourned.

Respectfully Submitted,

Valarie McClain
Administrative Assistant/Recording Secretary
KENDALL COUNTY
ANIMAL CONTROL

Wednesday, February 18, 2015 at 4:00PM
County Office Building; County Board Rooms 209-210
111 W. Fox Street; Yorkville IL

MEETING MINUTES

Call to Order – The meeting was called to order by Chair Jeff Wehrli at 4:00p.m.

Committee Members Present: Jeff Wehrli - here, Matthew Prochaska - here, John Purcell – present, Lynn Cullick (arrived at 4:04p.m.), Elizabeth Flowers (arrived at 4:19p.m.). A quorum was established to conduct committee business.

Member Purcell left the meeting at 4:39p.m.

Others present: Anna Friedman, Dr. Gary Schlapp, Jeff Wilkins

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

Approval of Meeting Minutes – Member Prochaska made a motion to approve the January 21, 2015 meeting minutes, second by Member Purcell. With all in agreement, the minutes were approved.

Review of Census Log – Anna Friedman presented the Census Log to the Committee as follows:

JANUARY 2015 - DOGS
Intakes 18  Adopted 8  Transferred 2
Reclaimed 10  Euthanized 1

JANUARY 2015 - CATS
Intakes 4  Adopted 3  Deceased while in care 1
Reclaimed 0  Euthanized 2

FEBRUARY 2015 - DOGS
Intakes to date 10  Adopted to date 1  Transferred 2
Reclaimed to date 8  Euthanized

FEBRUARY 2015 - CATS
Intakes to date 0  Adopted to date 3  Transferred 5
Reclaimed to date 0  Euthanized 0
DOGS CURRENTLY IN SHELTER
Total Dogs Available for Adoption: 9  Total Unavailable Dogs: 4

CATS CURRENTLY IN SHELTER
Total Cats Available for Adoption: 5 (3 adults, 2 kittens)  Total Unavailable Cats: 2 (adults)

Review of Bite/Euthanasia Report – Ms. Friedman reviewed the report with the committee and reported a total of 16 bites, with 13 canine bites and 3 cat bites in January.

There was 1 dog euthanized for behavioral issues, 2 cats euthanized due to behavioral issues, and 1 cat died while in treatment in the month of January.

Operations Report – Ms. Friedman said there were 105 visitors in January.

Events and Media

3/10  Volunteer Orientation
3/12  Boy Scout Troop Presentation
4/14  Volunteer Orientation

March multi-rescue/shelter adoption event (date TBD) at Country Comfort

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

Old Business - None

New Business – None

Executive Session – None Needed

Action Items for the County Board - None

Public Comment – None

Adjournment – Member Prochaska made a motion to adjourn the meeting, second to the motion by Member Flowers. With all in agreement, the meeting was adjourned at 4:52p.m.

Respectfully Submitted,

Valarie A. McClain
Administrative Assistant/Recording Secretary