1. Call to Order
2. Roll Call
3. Determination of a Quorum
4. Approval of Previous Month’s Minutes
5. Approval of Agenda
6. Special Recognition
7. Correspondence and Communications – County Clerk
8. Citizens to Be Heard
9. Executive Session
10. Old Business
   A. Approval of settlement agreement between the County of Kendall and Suzanne Petrella, Kendall County case number 15 CH 13 for the amount of $1,657.08
11. New Business
12. Elected Officials Report and Other Department Reports
   A. Sheriff
   B. County Clerk
   C. Treasurer
   D. Clerk of the Court
   E. State’s Attorney
   F. Coroner
   G. Health Department
   H. Supervisor of Assessments
13. Standing Committee Reports
   A. Planning, Building & Zoning
      1. Approve Ordinance to amend Section 10.00 of the Kendall County Subdivision Ordinance to modify bonding requirements for land improvements
      2. Approve Ordinance to amend Section 3.02 of the Kendall County Zoning Ordinance to clarify definitions and regulation of landscape businesses
   B. Public Safety
      1. Approve selection procedure for the Kendall County Public Safety Center and Courthouse Jail Security Systems Replacement Project
   C. Administration – HR
      1. Approval of the Resolution Responding to Significant Proposed Reductions in Transit Funding Partnership with the State of Illinois
      2. Approval of FLSA non-exempt status for Helpdesk/Computer Support Specialist Job Description
      3. Review of the video recording policy making clear that video recording is only authorized during regular session board meetings
      4. Discussion about the proper software/hardware purchase to ensure that the video is only activated by the clerk from her computer accessible only during the meeting
   D. Highway
      1. Approve low bid from Maintenance Coatings to place pavement markings on County Highways in the amount of $137,588.54
      2. Approve petition from Na-Au-Say Road District to pay for 50% of the cost of a box culvert replacement on Schlapp Road in the amount of $160,000 from the County Bridge Fund
      3. Approve Intergovernmental Agreement with the City of Plano governing 2015 KC-TAP Funds
      4. Approve Intergovernmental Agreement with the Village of Oswego governing 2015 KC-TAP Funds
      5. Approve Preliminary Engineering Agreement with Hampton, Lenzini & Renwick for design of pedestrian traffic signal improvements at the intersection of Orchard Road and Caterpillar Drive in the amount of $15,428.80; to be taken from the Transportation Sales Tax Fund
6. Approve resolution supporting the STP Application to Kane/Kendall Council of Mayors for Phase II Engineering funding on the Grove-Collins-Minkler-Orchard Corridor
7. Approve resolution supporting the STP Application to Kane/Kendall Council of Mayors for construction funding of the Eldamain Road improvement from Menards Distribution Center to Galena Road
8. Approve resolution supporting the STP Application to Kane/Kendall Council of Mayors for construction funding of the Eldamain Road improvement from River Road to U.S. Route 34

E. Facilities
F. Economic Development
G. Finance
   1. Approve Claims in an amount not to exceed $ 697,734.19
H. Labor and Grievance
I. Committee of the Whole
J. Standing Committee Minutes Approval

14. Special Committee Reports
   A. Public Building Commission
   B. VAC
   C. Historic Preservation
   D. Board of Health
   E. Juvenile Justice Counsel

15. Other Business

16. Chairman’s Report

**Appointments**
Jeff Wehrli – Historic Preservation Commission – 3 year term – Expires May 2018
Ken Donart – Historic Preservation Commission – 3 year term – Expires May 2018
Phyllis Yabsley – Bristol-Kendall Fire District Trustee – 3 year term – Expires May 2018
Gary Schlapp – Bristol-Kendall Fire District Trustee – 3 year term – Expires April 2018
Gerald Anderson – Little Rock-Fox Fire District Trustee – 3 year term – Expires April 2018
Donald Brummel, Faxon Rd, Plano – Rob Roy Drainage District – 3 year term – Expires May 2018

**Announcements**
Joseph W Gruber III – Board of Health – 3 year term – Expires July 2018
Brian Johnson – River Valley Workforce Investment Board – 2 year term – Expires September 2017
Chris Mehochko – River Valley Workforce Investment Board – 2 year term – Expires September 2017
John A Shaw – Administration HR Committee – replacing Elizabeth Flowers
Albert Alfaro – Raymond Drainage District – 3 year term – Expires June 2018
Jason Brummel – Raymond Drainage District – 3 year term – Expires June 2018
Wade Beasley – Morgan Creek Drainage District (Alternate) – 3 year term – Expires June 2018
Jim Porter – Rob Roy Drainage District – 3 year term – Expires June 2018
Eric Schoeny (Re-appointment) – Yorkville Sanitary District – 3 year term – Expires June 2018
Gary Popp – Tax Board of Review – 2 year term – Expires June 2017
Larry Larson – Newark Fire District – 3 year term – Expires April 2018
Dan Koukol – Farmland Protection Commission – (expires December 2015)

17. Citizens to be Heard
18. Questions from the Press
19. 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, April 21, 2015 at 9:50 a.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 and John Purcell. Member absent: Jeff Wehrli.

The Clerk reported to the Chairman that a quorum was present to conduct business.

THE MINUTES

Member Davidson moved to approve the submitted minutes from the Adjourned County Board Meeting of 3/17/15. 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 stated that he would like to move Executive Session to behind Planning, Building and Zoning.

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

CORRESPONDENCE AND COMMUNICATIONS

County Clerk, Debbie Gillette read an email regarding the great and invaluable service of the GIS Department.

OLD BUSINESS

Intergovernmental Agreement for Police Services

Member Davidson made a motion to approve the Intergovernmental Agreement between the County of Kendall, Illinois and the Village of Newark, Illinois for police services. Member Prochaska seconded the motion. Chairman Shaw asked for a roll call vote on the motion. All members present voting aye. Motion carried.

A complete copy of IGAM 15-11 is available in the Office of the County Clerk.

ELECTED OFFICIALS REPORT AND OTHER DEPARTMENT REPORTS

Sheriff

Sheriff Baird informed the board that they are still working with the Federal Marshals; it is going in a positive direction.

County Clerk

Revenue Report  

<table>
<thead>
<tr>
<th>Line Item</th>
<th>Fund</th>
<th>Revenue</th>
</tr>
</thead>
<tbody>
<tr>
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<td>County Clerk Fees - Marriage License</td>
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<td>Total County Clerk Fees</td>
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<td>County Revenue</td>
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<td>GIS Mapping</td>
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<td>Description</td>
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<td>2014 YTD</td>
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<td><strong>REVENUES</strong>*</td>
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<td>Circuit Clerk Fees</td>
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<td>Health Insurance - Empl. Ded.</td>
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<td>County Real Estate Transf Tax</td>
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<td>Correction Dept. Board &amp; Care</td>
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<td>Sheriff Fees</td>
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<tr>
<td><strong>TOTALS</strong></td>
<td>$11,342,336</td>
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</table>
Public Safety Sales Tax $4,300,000 $1,731,833 40.28% $1,596,250 37.12%
Transportation Sales Tax $4,300,000 $1,731,833 40.28% $1,581,844 36.79%

*Includes major revenue line items excluding real estate taxes which are to be collected later. To be on Budget after 4 months the revenue and expense should at 33.32%

Jill Ferko, County Treasurer stated that revenues are not doing too badly. They are wrapping up the tax cycle; tax bills in the mail in the end of April. The office will be focusing on the recommendations from the auditors.

State’s Attorney

State’s Attorney, Eric Weis stated that they scheduled the bi-annual open meetings act training with the Attorney General’s Office on September 30, 2015. The anti-harassment training is coming up. Mr. Weis thanked Angela Zubko for all of her work in building and zoning. The SKY walk was a great event.

Coroner

Statistics:

<table>
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<tr>
<th>2015 Statistics</th>
<th>Stats for Same Period in 2014</th>
<th>Difference</th>
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</thead>
<tbody>
<tr>
<td>2015 Total Deaths….. 75</td>
<td>Total Deaths……. 94</td>
<td>-20%</td>
</tr>
<tr>
<td>Autopsies to Date……………. 6</td>
<td>Autopsies…. 3</td>
<td>100%</td>
</tr>
<tr>
<td>Toxicology Samples. 7</td>
<td>Toxicology Samples.. 7</td>
<td>0%</td>
</tr>
<tr>
<td>Cremation Permits…. 45</td>
<td>Cremation Permits… 47</td>
<td>-4%</td>
</tr>
</tbody>
</table>

Coroner’s Office Personnel Update:

* Deputy Coroner Jacquie Purcell provided a presentation for the Oswego Law Enforcement Class at Oswego High School on March 2.
* Deputy Coroner Jacquie Purcell provided a presentation for Operation Impact at Oswego East High School on March 12.
* Deputy Coroner Carl Gutierrez attended a Homicide Training in Moline, IL on March 23 - March 25.

Supervisor of Assessments

Andy Nicoletti, Supervisor of Assessments stated that they are busy with the turning in of the forms for exemptions. Mr. Nicoletti informed the board that the exemption forms are turned in each year to eliminate fraud.

STANDING COMMITTEE REPORTS

Planning, Building & Zoning

Member Gryder thanked Angela Zubko for her service to the county.

Special Use 1998 Johnson Road, Oswego

Member Gryder made a motion to approve petition 15-02: Approval of a special use at 1998 Johnson Road, Oswego to hold special events/banquet hall at their property. Member Koukol seconded the motion. Chairman Shaw asked for a roll call vote on the motion. All members present voting aye. Motion carried.

A complete copy of Ordinance 15-06 is available in the Office of the County Clerk.

Historic Landmark 1542 Plainfield Road, Oswego

Member Gryder made a motion to approve petition 15-03: Approval of a historic landmark at 1542 Plainfield Road, Oswego. Member Cullick seconded the motion. Chairman Shaw asked for a roll call vote on the motion. All members present voting aye except Prochaska who voted present. Motion carried.
A complete copy of Ordinance 15-07 is available in the Office of the County Clerk.

EXECUTIVE SESSION

Member Davidson made a motion to go into Executive Session for litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting, Member Koukol seconded the motion.

State’s Attorney Eric Weis stated that he had received correspondence from Mr. Nelson regarding Mr. Weis participating in the executive session. Mr. Weis asked if the county’s attorney was at the meeting; and if the court has appointed an attorney for the county. Mr. Weis stated that the procedure under the law is for the court to appoint an attorney for the county citing 55 ILCS 5/3-9008. Mr. Weis stated that he will not be participating in executive session, unless the county’s attorney asks him to, regarding the Nelson case. Mr. Weis suggested that Mr. Kramer should not be in until he is appointed. Mr. Kramer stated that he is willing to act if appointed.

Member Gryder was excused at 10:15am.

Mr. Weis stated that communication has been received from Mr. Silverman who represents Mr. Nelson that he does not have an objection to the appointment of counsel.

Several members indicated that they were willing to discuss the Nelson matter in executive session without the attorney present.

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

Member Flowers was excused at 10:45am.

PUBLIC SAFETY

Professional Design & Construction Administrative Services RFP

State’s Attorney Eric Weis stated that they would like to refer this back to COW, they have come up with a different proposal/method that they would like to discuss with the Committee of the Whole.

Member Prochaska made a motion to refer the RFP for Professional Design & Construction Administrative Services for the Kendall County Jail and Courthouse security system replacement to the Committee of the Whole. Member Davidson seconded the motion. Chairman Shaw asked for a roll call vote on the motion. All members present voting aye. Motion carried.

Highway

Granting a variance to Speedway, LLC

Member Koukol made a motion to approve the ordinance granting a variance to Speedway, LLC for full access to the north side of Galena Road east of Illinois Route 47. Member Gryder seconded the motion. Chairman Shaw asked for a roll call vote on the motion. All members present voting aye except Purcell who voted present. Motion carried.

A complete copy of Ordinance 15-08 is available in the Office of the County Clerk.

Low Bidders for County & Township Projects

Member Koukol made a motion to approve the low bidders for County & Township project. Member Davidson seconded the motion. Chairman Shaw asked for a roll call vote on the motion. All members present voting aye. Motion carried.
following listed projects:

Sec. 14-00128-00-PA, Millington Road Bridge Painting, C. H. #3, approve the low bid of Eagle Painting & Maintenance in the amount of $460,000.00.

Sec. 15-00000-00-GM, Fox River Drive / Ben Street, C. H. #15, approve the low bid of D Construction, Inc. in the amount of $232,915.20.

Sec. 15-00000-01-GM, Ridge Road, C. H. #11, approve the low bid of D Construction, Inc. in the amount of $884,226.83.

Sec. 15-00130-00-RS, Newark Road, C.H. #4, approve the low bid of D Construction, Inc. in the amount of $1,517,360.40.

Sec. 15-01000-00-GM, Big Grove Road District, Seal Coat, approve the low bid of Steffen’s 3-D Construction, Inc. in the amount of $45,388.00.

Sec. 15-01000-00-GM, Big Grove Road District, F.O.B. Aggregate, approve both bids Central Limestone Co. & LaFarge Aggregates in the amount $22,000.00.

Sec. 15-02000-00-GM, Bristol Road District, approve the low bid of Builders Paving LLC in the amount of $291,991.00.

Sec. 15-03000-00-GM, Fox Road District, approve the low bid of Steffen's 3-D Construction, Inc. in the amount of $89,964.60.

Sec. 15-03000-01-GM, Fox Road District, approve the low bid of D Construction, Inc. in the amount of $13,503.26.

Sec. 15-04000-00-GM, Kendall Road District, approve the low bid of D Construction, Inc. in the amount of $76,256.50.

Sec. 15-05000-00-GM, Lisbon Road District, approve the low bid of Steffen’s 3-D Construction, Inc. in the amount of $40,059.60.

Sec. 15-06000-00-GM, Little Rock Road District, approve the low bid of D Construction, Inc. in the amount of $82,880.95.

Sec. 15-07000-00-GM, Na-Au-Say Road District, approve the low bid of Steffen’s 3-D Construction, Inc. in the amount of $69,750.00.

Sec. 15-08000-00-GM, Oswego Road District, approve the low bid of D Construction, Inc. in the amount of $164,629.00.

Sec. 15-09000-00-GM, Seward Road District, approve the low bid of Steffen’s 3-D Construction, Inc. in the amount of $172,815.72.

NOW, THEREFORE, BE IT RESOLVED, that the County Board of Kendall County award the above listed projects to the lowest responsible bidders 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 21st day of April, 2015.

Debbie Gillette - County Clerk

High Bidders Purchasing used County Trucks

Member Koukol made a motion to approve the high bidder for a 2002 Chevy 1/2 ton pickup to Tim Karales for $4,080. Member Purcell seconded the motion. Chairman Shaw asked for a roll call vote on the motion. All members present voting aye. Motion carried.

Member Koukol made a motion to approve the high bidder for a 2005 GMC Crew Cab pickup to Coffman Truck Sales for $10,000. Member Purcell seconded the motion. Chairman Shaw asked for a roll call vote on the motion. All members present voting aye. Motion carried.
Member Koukol made a motion to approve the high bidder for a 2006 GMC Crew Cab pickup to Coffman Truck Sales for $12,000. Member Purcell seconded the motion. Chairman Shaw asked for a roll call vote on the motion. All members present voting aye. Motion carried.

Facilities

Call One Contracts

Member Davidson made a motion to approve the Call One contract #24883 to renew ISDN-PRI services for a term not to exceed 36 months at $1,125.00 per month plus usage. Member Gilmour seconded the motion. Chairman Shaw asked for a roll call vote on the motion. All members present voting aye. Motion carried.

Member Davidson made a motion to approve the Call One contract #24885 to renew Point to Point services for a term not to exceed 36 months at $280.00 per month. Member Purcell seconded the motion. Chairman Shaw asked for a roll call vote on the motion. All members present voting aye. Motion carried.

Member Davidson made a motion to approve the Call One contract #24886 to renew Centrex Service Agreement for a term of 12 months at a cost of $9.00 per month. Member Purcell seconded the motion. Chairman Shaw asked for a roll call vote on the motion. All members present voting aye. Motion carried.

Member Davidson made a motion to approve the Call One contract #24887 to renew Customer Services Agreement for a term of 12 months at the prices listed in contracts #24883, #24885 and #24886. Member Purcell seconded the motion. Chairman Shaw asked for a roll call vote on the motion. All members present voting aye. Motion carried.

Economic Development

Member Koukol wanted everyone to put on their calendars June 19th is the job fair.

Finance

CLAIMS

Member Purcell moved to approve the claims submitted in the amount of $1,505,577.10. Member Prochaska seconded the motion.

COMBINED CLAIMS: FCLT MGMT $61,257.93, B&Z $3,023.59, CO CLK & RCDR $681.09, ELECTION $21,301.13, ED SRV REG $6,776.42, SHRFF $28,590.09, CRRCTNS $17,198.98, EMA $1,293.85, CRCT CT CLK $519.27, JURY COMM $1,133.09, CRCT CT JDG $6,116.84, CRNR $3,314.54, CMB CRT SRV $6,105.93, PUB DFNR $1,207.32, ST ATTY $3,082.81, SPRV OF ASSMT $1,629.25, TRSR $17,479.80, EMPLY HLTH INS $18,880.84, AUD & ACCT $2,500.00, PPOST $177.77, OFF OF ADMIN SRV $124.37, GNRL INS & BNDG $49.00, CO BRD $1,061.70, TECH SRV $3,670.10, ECON DEV $2,229.99, LIABL INSUR EXPNS $1,137.47, RCRR DOC STRG $5,549.00, SHRFF PRV ALC CRM $19,996.00, DRG ABS EXP $2,123.47, HIDTA $44,255.96, SHRF RING FND $127.15, CO CMSRY FND $1,132.18, CRCT CT DOC STRG $2,249.36, CRNR $405.80, PRBTN SRV $2,812.14, ST ATTY DRG ENFRC $410.70, GIS $30,482.58, KAT $207,776.93, ENG/CNSLTING ESCRW $3,907.24, EMPLY BNFT PRGM $1,950.13, SHRFF FTA FND $2,396.02, CO ANML POP CONT $195.00, VAC $1,606.19, CRTHS DBT SRV $475.00

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

Member Purcell moved to approve the claims for Election Judges submitted in the amount of $42,869.06. Member Prochaska seconded the motion. Chairman Shaw asked for a roll call vote on the motion. All members present voting aye. Motion carried.

Member Purcell moved to approve the claims for Petit Jurors submitted in the amount of $3,246.71. Member Cullick seconded the motion. Chairman Shaw asked for a roll call vote on the motion. All members present voting aye. Motion carried.

Committee of the Whole

Chairman Shaw reviewed the minutes in the packet from the April 16, 2015 meeting.

STANDING COMMITTEE MINUTES APPROVAL

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

SPECIAL COMMITTEE REPORTS
Public Building Commission
No report.

VAC
No report.

Historic Preservation
No report.

Board of Health
No report.

Juvenile Justice
Member Gilmour reported that the SKY 5K run was a success, they had over 230 register for the race. This was to benefit CASA and also the youth clubs at area high schools.

CHAIRMAN’S REPORT

Announcements

John A. Shaw – Regional Planning Commission Kendall Township – replacement for Brian Leonard – until January 2017

QUESTIONS FROM THE PRESS

Steve Lord from the Beacon News asked for details regarding the Newark police agreement – an officer and a car are a part of the agreement.

ADJOURNMENT

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

Approved and submitted this 28th day of April, 2015.

Respectfully submitted by,
Debbie Gillette,
Kendall County Clerk
# Kendall County Clerk Revenue Report

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<tr>
<th>Line Item</th>
<th>Fund</th>
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<th>Revenue 4/1/14-4/30/14</th>
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<td>010100061205</td>
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<td>$33,370.50</td>
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<tr>
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<td>County Revenue</td>
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Death Certificate Surcharge sent from Clerk's office $1,164.00 ck # 17785
Dom Viol Fund sent from Clerk's office $195.00 ck 17784
## Kendall County General Fund

**QUICK ANALYSIS OF MAJOR REVENUES AND TOTAL EXPENDITURES**

**FOR FIVE MONTHS ENDED 04/3/2015**

<table>
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<tr>
<th>REVENUES*</th>
<th>Annual Budget</th>
<th>2015 YTD Actual</th>
<th>2015 YTD %</th>
<th>2014 YTD Actual</th>
<th>2014 YTD %</th>
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</thead>
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<td>Personal Property Repl. Tax</td>
<td>$370,000</td>
<td>$188,380</td>
<td>50.91%</td>
<td>$190,211</td>
<td>52.11%</td>
</tr>
<tr>
<td>State Income Tax</td>
<td>$2,390,000</td>
<td>$1,027,795</td>
<td>43.06%</td>
<td>$990,646</td>
<td>41.11%</td>
</tr>
<tr>
<td>Local Use Tax</td>
<td>$450,000</td>
<td>$223,083</td>
<td>49.57%</td>
<td>$195,978</td>
<td>49.61%</td>
</tr>
<tr>
<td>State Sales Tax</td>
<td>$825,000</td>
<td>$395,970</td>
<td>48.00%</td>
<td>$374,790</td>
<td>41.64%</td>
</tr>
<tr>
<td>County Clerk Fees</td>
<td>$356,000</td>
<td>$134,875</td>
<td>37.62%</td>
<td>$127,838</td>
<td>28.28%</td>
</tr>
<tr>
<td>Circuit Clerk Fees</td>
<td>$950,000</td>
<td>$300,065</td>
<td>31.59%</td>
<td>$387,054</td>
<td>35.19%</td>
</tr>
<tr>
<td>Fines &amp; Forfeits/St Atty.</td>
<td>$500,000</td>
<td>$158,514</td>
<td>31.70%</td>
<td>$200,798</td>
<td>38.61%</td>
</tr>
<tr>
<td>Building and Zoning</td>
<td>$55,000</td>
<td>$21,866</td>
<td>39.76%</td>
<td>$18,562</td>
<td>46.41%</td>
</tr>
<tr>
<td>Interest Income</td>
<td>$30,000</td>
<td>$7,436</td>
<td>24.79%</td>
<td>$6,799</td>
<td>19.43%</td>
</tr>
<tr>
<td>Health Insurance - Empl. Ded.</td>
<td>$1,114,336</td>
<td>$463,772</td>
<td>41.62%</td>
<td>$486,773</td>
<td>43.77%</td>
</tr>
<tr>
<td>1/4 Cent Sales Tax</td>
<td>$2,575,000</td>
<td>$1,160,577</td>
<td>45.07%</td>
<td>$1,065,625</td>
<td>43.32%</td>
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<tr>
<td>County Real Estate Transf Tax</td>
<td>$250,000</td>
<td>$117,445</td>
<td>46.98%</td>
<td>$121,916</td>
<td>36.94%</td>
</tr>
<tr>
<td>Correction Dept. Board &amp; Care</td>
<td>$800,000</td>
<td>$380,680</td>
<td>42.30%</td>
<td>$386,480</td>
<td>43.12%</td>
</tr>
<tr>
<td>Sheriff Fees</td>
<td>$575,000</td>
<td>$140,726</td>
<td>24.47%</td>
<td>$204,999</td>
<td>31.54%</td>
</tr>
<tr>
<td><strong>TOTALS</strong></td>
<td><strong>$11,342,336</strong></td>
<td><strong>$4,720,983</strong></td>
<td><strong>41.62%</strong></td>
<td><strong>$4,738,488</strong></td>
<td><strong>40.78%</strong></td>
</tr>
</tbody>
</table>

| Public Safety Sales Tax | $4,300,000 | $2,057,222 | 47.84% | $1,895,715 | 44.09% |
| Transportation Sales Tax | $4,300,000 | $2,057,222 | 47.84% | $1,881,309 | 43.75% |

*Includes major revenue line items excluding real estate taxes which are to be collected later. To be on Budget after 5 months the revenue and expense should be at 41.65%.

**EXPENDITURES**

All General Fund Offices/Categories

<table>
<thead>
<tr>
<th></th>
<th>2015 YTD Actual</th>
<th>2014 YTD Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$10,880,416</td>
<td>$11,806,430</td>
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**KENDALL COUNTY CORONER**  
April FY 2015 Monthly Report

<table>
<thead>
<tr>
<th>DATE</th>
<th>CASE NUMBER</th>
<th>TIME</th>
<th>NATURE</th>
<th>POST</th>
<th>TOX</th>
<th>LOCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thursday, April 02, 2015</td>
<td>1504076</td>
<td>7:09 PM</td>
<td>Natural</td>
<td>N</td>
<td>N</td>
<td>Nursing Home</td>
</tr>
<tr>
<td>Friday, April 03, 2015</td>
<td>1504077</td>
<td>8:32 AM</td>
<td>Natural</td>
<td>N</td>
<td>N</td>
<td>Residence</td>
</tr>
<tr>
<td>Saturday, April 04, 2015</td>
<td>1504078</td>
<td>7:59 AM</td>
<td>Natural</td>
<td>N</td>
<td>N</td>
<td>Residence</td>
</tr>
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<td>Saturday, April 04, 2015</td>
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<td>Natural</td>
<td>N</td>
<td>N</td>
<td>Residence</td>
</tr>
<tr>
<td>Tuesday, April 07, 2015</td>
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<td>Natural</td>
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<td>N</td>
<td>Residence</td>
</tr>
<tr>
<td>Wednesday, April 08, 2015</td>
<td>1504081</td>
<td>1:10 PM</td>
<td>Natural</td>
<td>N</td>
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<td>Residence</td>
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<td>Friday, April 10, 2015</td>
<td>1504082</td>
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</tr>
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<td>1504083</td>
<td>6:00 AM</td>
<td>Natural</td>
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<td>N</td>
<td>Residence</td>
</tr>
<tr>
<td>Tuesday, April 14, 2015</td>
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<td>N</td>
<td>Residence</td>
</tr>
<tr>
<td>Wednesday, April 15, 2015</td>
<td>1504085</td>
<td>6:18 AM</td>
<td>Natural</td>
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<td>N</td>
<td>Residence</td>
</tr>
<tr>
<td>Wednesday, April 15, 2015</td>
<td>1504086</td>
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<td>Residence</td>
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<tr>
<td>Wednesday, April 15, 2015</td>
<td>1504087</td>
<td>11:36 AM</td>
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<td>N</td>
<td>N</td>
<td>Residence</td>
</tr>
<tr>
<td>Wednesday, April 15, 2015</td>
<td>1504088</td>
<td>10:17 PM</td>
<td>Natural</td>
<td>N</td>
<td>N</td>
<td>Residence</td>
</tr>
<tr>
<td>Friday, April 17, 2015</td>
<td>1504089</td>
<td>8:30 AM</td>
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<td>Residence</td>
</tr>
<tr>
<td>Saturday, April 19, 2015</td>
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<td>8:29 PM</td>
<td>Accident</td>
<td>N</td>
<td>Y</td>
<td>Roadway</td>
</tr>
<tr>
<td>Sunday, April 20, 2015</td>
<td>1504091</td>
<td>5:35 PM</td>
<td>Natural</td>
<td>N</td>
<td>N</td>
<td>Residence</td>
</tr>
<tr>
<td>Monday, April 20, 2015</td>
<td>1504092</td>
<td>8:05 PM</td>
<td>Natural</td>
<td>N</td>
<td>N</td>
<td>Residence</td>
</tr>
<tr>
<td>Friday, April 24, 2015</td>
<td>1504093</td>
<td>6:14 AM</td>
<td>Natural</td>
<td>N</td>
<td>N</td>
<td>Residence</td>
</tr>
<tr>
<td>Friday, April 24, 2015</td>
<td>1504094</td>
<td>8:42 AM</td>
<td>Natural</td>
<td>N</td>
<td>N</td>
<td>Residence</td>
</tr>
<tr>
<td>Friday, April 24, 2015</td>
<td>1504095</td>
<td>7:15 PM</td>
<td>Natural</td>
<td>N</td>
<td>N</td>
<td>Residence</td>
</tr>
<tr>
<td>Sunday, April 26, 2015</td>
<td>1504096</td>
<td>8:32 AM</td>
<td>Natural</td>
<td>N</td>
<td>N</td>
<td>Residence</td>
</tr>
<tr>
<td>Sunday, April 26, 2015</td>
<td>1504097</td>
<td>12:40 PM</td>
<td>Natural</td>
<td>N</td>
<td>N</td>
<td>Residence</td>
</tr>
<tr>
<td>Monday, April 27, 2015</td>
<td>1504098</td>
<td>7:15 AM</td>
<td>Natural</td>
<td>N</td>
<td>N</td>
<td>Nursing Home</td>
</tr>
<tr>
<td>Monday, April 27, 2015</td>
<td>1504099</td>
<td>6:57 AM</td>
<td>Natural</td>
<td>N</td>
<td>N</td>
<td>Residence</td>
</tr>
<tr>
<td>Tuesday, April 28, 2015</td>
<td>1504100</td>
<td>8:42 AM</td>
<td>Natural</td>
<td>N</td>
<td>N</td>
<td>Residence</td>
</tr>
<tr>
<td>Tuesday, April 28, 2015</td>
<td>1504101</td>
<td>12:36 PM</td>
<td>Natural</td>
<td>N</td>
<td>N</td>
<td>Residence</td>
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<td>1504102</td>
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<td>Y</td>
<td>Residence</td>
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<tr>
<td>Wednesday, April 29, 2015</td>
<td>1504103</td>
<td>1:45 PM</td>
<td>Natural</td>
<td>N</td>
<td>N</td>
<td>Nursing Home</td>
</tr>
<tr>
<td>Thursday, April 30, 2015</td>
<td>1504104</td>
<td>10:02 AM</td>
<td>Natural</td>
<td>N</td>
<td>N</td>
<td>Residence</td>
</tr>
<tr>
<td>Thursday, April 30, 2015</td>
<td>1504105</td>
<td>7:15 PM</td>
<td>Natural</td>
<td>N</td>
<td>N</td>
<td>Residence</td>
</tr>
</tbody>
</table>

* Denotes death which occurred outside normal business hours.
Percentage of calls which occurred outside of normal business hours: 63% 19:30

**Statistics:**

<table>
<thead>
<tr>
<th>FY 2015 Statistics</th>
<th>State for Same Period in FY 2014</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>2014 Total Deaths...</td>
<td>105</td>
<td>121</td>
</tr>
<tr>
<td>Autopsies to Date...</td>
<td>6</td>
<td>5</td>
</tr>
<tr>
<td>Toxicology Samples..</td>
<td>9</td>
<td>9</td>
</tr>
<tr>
<td>Cremation Permits...</td>
<td>63</td>
<td>58</td>
</tr>
</tbody>
</table>
Coroner's Office Personnel Update:

* Deputy Purcell presented for Operation Impact at Yorkville High School on April 2.

* Deputy Purcell provided a morgue tour to students from Oswego High School/Law Enforcement Class on April 10.

* Deputy Purcell provided a Driver's Education Presentation for Plano High School on April 14 and April 15.

* Deputy Purcell attended the Court Services Appreciation Luncheon on April 14. (See attached)

* Coroner Toftoy attended the IACO Conference in Springfield - April 26 - April 29.
Kendall County Court Services
Circuit Court for the 23rd Judicial Circuit

Recognizes
Kendall County Coroner’s Office
As a Kendall County Community Service Worksite

This certificate is presented on this 14th day of April, 2015
with sincere appreciation for the hard work and dedication to the
clients, Court and community

Tina J. Varney
Director
Kendall County Court Services

Timothy McCann
Chief Circuit Judge
23rd Judicial Circuit Court
KENDALL COUNTY
PLANNING, BUILDING & ZONING COMMITTEE
Kendall County Office Building
Rooms 209 & 210
111 W. Fox Street, Yorkville, Illinois
6:30 p.m.
Meeting Minutes of May 11, 2015

CALL TO ORDER
The meeting was called to order by Chairman Scott Gryder at 6:30 p.m.

ROLL CALL
Present: Lynn Cullick, Vice-Chair Judy Gilmour, Chairman Scott Gryder and Jeff Wehrli
Absent: Bob Davidson
Also present: Jeff Wilkins: County Administrator; David Berault: Ast. States Attorney; Andrez Beltran, Economic Development and Special Projects Coordinator; Mike Hoffman: Teska Consultant
In the audience: None

APPROVAL OF AGENDA
Lynn Cullick made a motion to approve the agenda as written, Judy Gilmour seconded the motion. Approved 4-0.

APPROVAL OF MINUTES
Judy Gilmour made a motion to approve the minutes from April 13, 2015. Lynn Cullick seconded the motion. Approved 4-0.

EXPENDITURE REPORT
Expenditure report to be sent to Committee and review by Finance Committee.

PUBLIC COMMENT- None

PETITIONS-
1. 14-40 Subdivision Control Regulations- Letters of Credit
   Request  Text Amendment
   Purpose  Text Amendment to also allow cash bond, irrevocable letter of credit, surety bond, or letter of commitment

   Mr. Hoffman stated that this amendment is to ensure that the County’s subdivision Code is consistent with state statute. This allows developers a choice in what they use for assurances for projects.

   Mr. Wehrli asked about the ease of accessibility with all the funds. Mr. Berault stated that none are easier than others to call upon. Except for cash escrow, these options are required by the State so the County cannot limit the options.

   Mrs. Gilmore asked about the difference non-revocable versus irrevocable letters of credit in relation to non-revocable being removed but irrevocable being left in. Mr. Berault stated that it was the same, but the language used in state statute is irrevocable.

   Mrs. Gilmore asked on the clarification of a maintenance letter of credit that was removed in letter G. Mr. Wehrli answered that it is a guarantee of work quality for a period of time or an amount paid out if refusal to fix

5.11.15 PBZ Meeting Minutes
guaranteed work. Mrs. Gilmore asked about its removal; Mr. Wilkins answered that it is covered under the irrevocable letter of credit. Mr. Berault agreed as it is a terminology change and removal is to match state statute.

Mr. Wehrli asked if to remain consistent that cash escrow should be added to Section 10.00.B.1. Motion by Lynn Cullick to add cash escrow to Section 10.00.B.1 and send to the County Board. Seconded by Jeff Wehrli. Approved 4-0.

2. **14-37 Home occupations - Landscape Businesses**

Request: Text Amendment

Purpose: Text Amendment to not allow landscape businesses as home occupations

Mr. Hoffman stated that Planning, Building, and Zoning has had some minor issues with residents operating landscape businesses out of their homes. This revision is to clarify the ordinance landscape businesses as special use only in Agricultural or Business areas whereas a lawncare business would be allowable as a home business in either Agriculture or Residential. The amendment includes added definition for a landscape business and a lawncare business, and some minor modifications to language.

Mr. Wehrli asked if both would be allowed in agricultural while only lawncare would be allowed in residential. Mr. Hoffman confirmed, but stated that a landscape business would need a special use permit in agricultural.

Mr. Wehrli asked how this would affect snow plowing as landscaping/lawn care companies tend to undertake plowing in the winter. Mr. Hoffman stated that there was no categorical specifications in regards to snow plowing as it had not been an issue.

Mrs. Gilmore asked about the omission of trailers in the categorization. Mr. Hoffman stated all equipment must be indoors, so the trailer must be stored in doors but clarified that was only for residential. There was some further discussion on the current code specifications of trailers. Mr. Hoffman found the relevant passage in the code for the committee.

Jeff Wehrli made a motion to approve and send to the County Board. Lynn Cullick seconded. Approved 4-0.

**NEW BUSINESS/OLD BUSINESS**

1. **Tanglewood Trails** - Mr. Berault provided an update for the Committee on the project. He stated that they have had discussions with the bank to discuss contribution to finish public improvements. Agreed upon amount was $85,000. A contract was drafted by the State’s Attorney Office and sent to the bank and HOA by Jeff Wilkins. Neither the bank nor the HOA has responded as of yet. Mr. Gryder, Mr. Wilkins, and Mr. Berault stated that the bank liaison has seemed enthusiastic about the deal.

2. **Statute requirements for zoning processes** - Mr. Gryder stated that previously staff was directed to look into requirements of state statutes in relation to the zoning process. Mr. Hoffman stated after analysis, a Zoning Board of Appeals is required though a Planning Commission is not. He went on to say that in 2010 this was discussed and meetings were rearranged to make the process flow smoother. An option to reduce the time of the zoning process would be to combine the ZBA and Planning Commission; however, this would reduce the ability for the public to comment. Mr. Wehrli asked if there was something driving these changes. Mr. Hoffman stated that it came from complaints from both sides of the process about the number of meetings. Mr. Gryder also stated it has been harder to keep the Commission seats filled. Mr. Hoffman stated vacancies was a factor for other local governments who combined the boards and by combining boards it also allowed for members to be involved in both the
planning and implementation aspect of zoning. Mrs. Gilmore stated that more meetings allowed for more preparation times for both petitioners and the public. Mr. Wehrli agreed saying he liked the added input and the process has moved faster after the process streamlining. Mr. Wilkins stated that with township and municipal input needed, combination of ZBA and RPC may not shorten the process time. Mr. Gryder agreed and complimented the discussion. No action taken.

3. Discussion on bringing back R-2 and R-3 zoning - Mr. Hoffman stated that some townships had concerns with back up septic systems being allowed in common open space. Thus far no problems have occurred, but potential for problems is present. They preferred larger lots and are concerned with lack of maintenance of the common open space. At a subsequent developer roundtable, staff and committee members spoke to developers. Developers were not concerned in the near future because new developments were unlikely to occur. After discussion by Ad-Hoc, one option was to have individual system must be on individual lots but common systems could be in common space. A memo of the potential change will be sent to townships to gather their opinion on it. Mr. Hoffman stated that the flexibility of PUDs are their strong point. Mr. Wehrli stated that maintenance issues were a product of the recession, and that open space is part of conservation design that has been County vision for years. No action taken.

4. Camelot Farms Plat Extension for 1 year: Petition 08-18 - Mr. Wilkins stated that the final plat has not been recorded due to the owner's house not being able to be sold. Mr. Wehrli stated that the house requires a very particular type of buyer. Lynn Cullick made the motion to approve. Judi Gilmore seconded. Approved 4-0.

UPDATE ON HISTORIC PRESERVATION - Mr. Wehrli stated that Kendall County has first landmark, Hadley House. An event will be held Saturday, May 16 to commemorate it.

UPDATE ON CMAP LAND USE COMMITTEE MEETING - Mr. Hoffman stated that Local Technical Assistance applications are out. Change is that they require local match of about ten percent.

PROJECT STATUS REPORT - Reviewed
PERMIT REPORT - Reviewed
REVENUE REPORT - Reviewed
CORRESPONDENCE - None
EXECUTIVE SESSION - None

ADJOURNMENT - Next meeting will be on June 8, 2015
Judi Gilmore made a motion to adjourn the meeting. Lynn Cullick seconded the motion. Approved 4-0. Chairman Gryder adjourned the meeting at 7:40 p.m.

Respectfully Submitted,
Andrez P. Beltran
Economic Development and Special Projects Coordinator
ORDINANCE # 2015-_____

AMENDMENT TO SECTION 10.00 OF THE KENDALL COUNTY SUBDIVISION ORDINANCE TO MODIFY BONDING REQUIREMENTS FOR LAND IMPROVEMENTS

WHEREAS, the Illinois General Assembly enacted the County Code (55 ILCS 5/5-1123 and 55 ILCS 5/5-1041) and the Public Construction Bond Act (30 ILCS 550/2), which allows for and regulates the land development process and provisions for construction surety and maintenance guarantees; and

WHEREAS, Kendall County updated its Subdivision Control regulations on March 15th, 2011 (Ordinance 2011-06) and eliminated some of the surety provisions required by State Statute; and,

WHEREAS, pursuant to the authority provided in 55 ILCS 5/5, Kendall County, a unit of local government, wishes to amend Section 10.0 of the Kendall County Subdivision Ordinance ("Subdivision Ordinance") to bring construction surety and maintenance guarantees into compliance with State Statutes; and

WHEREAS, all administrative procedures required prior to passing amendments to the Kendall County Subdivision Ordinance have been followed; and

NOW, THEREFORE, BE IT ORDAINED, the Kendall County Board hereby amends Sections 10.0 – Required Land Improvements of the Kendall County Subdivision Ordinance as provided:

I. RECITALS. The recitals set forth above are incorporated as is fully set forth herein.

II. THE FOLLOWING MODIFICATIONS ARE MADE TO SECTION 10.0 – REQUIRED LAND IMPROVEMENTS OF THE SUBDIVISION ORDINANCE:

PROCEDURE

B. Construction Surety

1. Prior to the start of any work, the subdivider shall post with the Clerk of the County of Kendall, a non-revocable letter of credit, a cash escrow, bond, irrevocable letter of credit, surety bond, or letter of commitment issued by a bank, savings and loan association, surety, or insurance company, deemed
acceptable to the State’s Attorney of Kendall County in an amount equal to 125% of the full costs of the required improvements as estimated by a Registered Professional Engineer and approved by the Plat Officer or 110% of the full costs of the required improvements provided in line item format in a construction contract entered into between the subdivider and a contractor or contractors licensed in the State of Illinois. Such line item contract shall be approved by the Plat Officer.

D. As-Built Plans:

1. Stormwater Management Facilities: After completion of stormwater management facilities and prior to acceptance of said improvements (except final landscaping and short-term maintenance) the subdivider shall make or cause to be made, a detailed one foot contour topographic survey and engineering plans of said facilities to verify final dimensions and volumes required under the approved engineering plans and calculations have been provided. A comparison table of approved versus as-built volumes for each foot of detention volume elevation shall be provided. The presentation of these plans shall be a condition of final acceptance of the improvements, and release of the Letter of Credit cash escrow, cash bond, irrevocable letter of credit, surety bond, or letter of commitment assuring their completion.

2. Infrastructure Improvements: After completion of all public improvements, and prior to final acceptance of said improvements, the subdivider shall make, or cause to be made, engineering plans showing the actual location, size, and elevation of all structures and associated piping inverts; culvert location, size, and invert elevations; ditch line location and grade at maximum 100 foot intervals; vertical and horizontal alignment of roadway centerlines; street lighting locations and electrical cable routing; and electric, gas, telephone and other private utility locations and routing. The presentation of these plans shall be a condition of final acceptance of the improvements, and release of the Letter of Credit cash escrow, cash bond, irrevocable letter of credit, surety bond, or letter of commitment assuring their completion. The as-built plans shall be filed with the Plat Officer.

G. Maintenance Guarantee

Upon completion of the improvements acceptance thereof by all relevant authorities the improvements shall thereafter be maintained by the appropriate corporate authorities, providing however, for a period of 12 months following the acceptance as above provided the subdivider shall be responsible for the continued condition of said improvements as accepted. In the event failure occurs in the improvements the subdivider shall restore the improvements to the criteria specified in this Ordinance. To assure responsibility the subdivider shall, prior to acceptance of the improvements as outlined in Section 10.00.F of this ordinance, deposit with the Clerk of the County
of Kendall a cash escrow, or maintenance letter of credit, cash bond, irrevocable letter of credit, surety bond, or letter of commitment acceptable to the State’s Attorney’s office of Kendall County in an amount not less than ten percent (10%) of the total cost of all improvements, which deposit may be used by the County to restore the improvements in the event such are not addressed by the subdivider within 12 months following acceptance of the improvements by all relevant authorities. Upon receipt of said maintenance surety, the Plat Officer shall be authorized to return the original financial surety(ies) posted to guarantee the satisfactory completion of the required improvements to the developer or issuing financial institution.

IN WITNESS OF, this amendment to the Subdivision Ordinance has been enacted by a majority vote of the Kendall County Board this 19th day of May, 2015.

Attest:

Kendall County Clerk
Debbie Gillette

Kendall County Board Chairman
John Shaw
ORDINANCE # 2015-____

AMENDMENT TO SECTION 3.02 OF THE KENDALL COUNTY ZONING
ORDINANCE TO CLARIFY DEFINITIONS AND REGULATION OF LANDSCAPE
BUSINESSES

WHEREAS, the Illinois General Assembly enacted provisions in the County Code (55 ILCS 5/5-12001) which allows a county to regulate zoning; and

WHEREAS, the Kendall County Planning, Building and Zoning Department (PBZ) has had a number of issues relating to the establishment of landscape businesses as a home occupation; and,

WHEREAS, the equipment and storage needs of a landscape business are not compatible with a residential neighborhood; and

WHEREAS, small lawn care businesses can be operated as a home occupation without impacting the quality of life of surrounding neighbors provided all equipment is stored indoors; and

WHEREAS, the PBZ Department would like to clarify the Zoning Ordinance to make it clear that lawn care businesses are permissible as a home occupation within residential districts but landscape businesses are not; and

WHEREAS, pursuant to the authority provided in 55 ILCS 5/5-12001, Kendall County, a unit of local government, wishes to amend Section 3.02 of the Kendall County Zoning Ordinance ("Zoning Ordinance") to clarify regulation of landscape and lawn care businesses as home occupations; and

WHEREAS, all administrative procedures required prior to passing amendments to the Kendall County Zoning Ordinance have been followed, including a Public Hearing before the Zoning Board of Appeals on April 27, 2015. The Ordinance changes were recommended unanimously by the ZBA; and

NOW, THEREFORE, BE IT ORDAINED, the Kendall County Board hereby amends Section 3.02 – Definitions of the Kendall County Zoning Ordinance as provided:

I. RECITALS. The recitals set forth above are incorporated as is fully set forth herein.
II. THE FOLLOWING MODIFICATIONS ARE MADE TO SECTION 3.02 - DEFINITIONS OF THE ZONING ORDINANCE:

LANDSCAPE BUSINESS. Offers products and services to clients that involve planting and caring for trees, shrubs, flowers, ground covers and grass. Some offer design and installation services for sidewalks, walkways, decks, retaining walls, patios, lighting and other external design elements outside of a building. A small lawn care business is not considered a landscape business as applied in this zoning code.

LAWN CARE BUSINESS (small). A business run by only one or two employees and operated to provide lawn maintenance services, with no large equipment, i.e. only mowers (up to 62” mowing deck), weed wackers and trimmers. All equipment must be stored indoors. No landscape waste materials shall be brought to the business property and no goods shall be offered for sale.

HOME OCCUPATION - AGRICULTURAL. A home occupation in an agricultural zoning district. Tearooms, restaurants, eating and/or drinking establishments, animal hospitals or kennels, clinics, general retail and wholesale, landscape business, stables, undertaking establishments and funeral parlors shall not be deemed to be "home occupation".

HOME OCCUPATION- RESIDENTIAL A home occupation in a residential zoning district. Tearooms, restaurants, eating and/or drinking establishments, animal hospitals or kennels, clinics, general retail and wholesale, landscape business, stables, undertaking establishments and funeral parlors shall not be deemed to be a "home occupation".

IN WITNESS OF, this amendment to the Zoning Ordinance has been enacted by a majority vote of the Kendall County Board this 19th day of May, 2015.

Attest:

__________________________________  ____________________________________
Kendall County Clerk  Kendall County Board Chairman
Debbie Gillette  John Shaw
Call to Order and Pledge Allegiance - Chair Matthew Prochaska called the meeting to order at 8:30a.m. and led the Pledge of Allegiance.

Committee Members Present: John Purcell (arrived at 8:32), Bob Davidson - yes, Matthew Prochaska - here, Judy Gilmour - here. With all members present, a quorum was established.

Committee Members Absent: Scott Gryder (excused)

Others Present: Sheriff Dwight Baird, Darryl Kollins, Undersheriff Harold Martin, Commander Joe Gillespie, Jim Smiley

Approval of the Agenda – Member Gilmour made a motion to approve the agenda, second by Member Davidson. With all in agreement, the agenda passed.

Approval of Minutes - Member Gilmour made a motion to approve the March 9, 2015 meeting minutes, second by Member Davidson. With all in agreement, the motion carried.

Public Comment - None

Ken Com Report – Report as submitted

Coroner’s Report – Report as submitted

EMA Report – Director Gillespie reported:

KCEMA and Oswego PD hosted the NWS Basic Weather Spotters Course on Thursday, March 12, 2015 at 6:30p.m. at the Oswego Village Hall. Commander Gillespie reported there were 112 in attendance.

KCEMA held its monthly business meeting on Thursday, March 19, 2015, and the Dresden Extent of Play meeting on Thursday, March 19, 2015

The Dresden Drill is scheduled for Wednesday, July 29, 2015

Siren, STARCOM and WSPY EAS testing continues to be conducted on the first Tuesday morning of each month.
Commander Gillespie reported that an EF4 tornado went through northern Illinois on April 9, 2015, touching down in Rochelle, Fairdale, and Kirkland, Illinois. There were nine tornados in Illinois that day. Commander Gillespie reported that County warning sirens are tested each week.

**Sheriff**

- **Corrections Division** – Undersheriff Martin provided the following statistics for the month of March: 259 new intake bookings on a total of 389 charges. The division released 289 inmates on 412 charges. 116 inmates were held over from the previous month.

  The Food Service Management Section prepared 10,031 meals, with an average of 324 meals served per day at a cost of $.95 per meal.

  The Division conducted 23 visitation days with 316 inmates seeing visitors.

  The Correction Division logged 3620 miles during the month of March and transported 157 inmates. The medical staff saw a total of 359 inmates, with monthly medical expense of $15,745.

  There were 21 video bond call days with 57 inmates. The Corrections Division housed 33 inmates for other jurisdictions within the month and billed $42,120 for 702 days of confinement. The average daily population was 119.

- **Operations Division** – Sheriff Baird stated that the reports were attached, of which the following statistics were included for the month of March: The Sheriff’s Office had 624 calls for service, 874 officer initiated activities, 285 police reports, 15 felonies, 98 misdemeanors, and 60 warrants for a total of 173 arrests. There were 1012 traffic contacts, 466 traffic citations, 12 DUI arrests, 0 Zero Tolerance, 43 property damage accidents, 6 personal injury accidents, and 0 fatal accidents for a total of 49 accidents.

  The Operations Division drove 79,772 miles in the month of March. The Auxiliary deputies logged 82.5 hours for the month. The total number of cases assigned for Investigations/COPS Activities were 27 and there are currently 77 open cases.

  Court Security had 16,095 entries, 7,434 articles x-rayed, 51 bond calls, 32 arrests, and 86 articles of contraband seized.

- **Records Division** – Sheriff Baird stated that reports were attached and provided statistics for the month of March as 165 papers served, 14 evictions scheduled, 8 cancelled and 6 completed, 42 Sheriff’s Sales, and 164 FOIA requests filled. There were 91 warrants issued for the month of March with 0 quashed, and 26 served. The total fees recievied by the Records Division were $27,269.34 for the month of March 2015.
Human Resources reported there were 0 terminations, 1 resignation (part-time receptionist), 0 new hires, 0 Squad Damaged and 0 Workers Comp for the month of March.

**Old Business**

- **Noise Ordinance Update** – Sheriff Baird shared a summary report of 211 noise ordinance complaints for the past year.

- **Approval of RFP for Professional Design and Construction for KC Courthouse and Public Safety Center Security System Replacement** – Commander Gillespie briefly reviewed the RFP with the committee. Discussion followed on the percentages and set fee structures listed in the Master Contract, state statutes, and recommended changes.

  Member Gilmour made a motion to forward the RFP for Professional Design and Construction for the Kendall County Courthouse and Public Safety Center Security Center Security System Replacement to the May 14, 2015 Committee of the Whole meeting, second by Member Purcell. **With all committee members in attendance voting aye, the motion carried.**

  Motion to amend the motion by removing the numbers from Section 6.12 & 6.13, and Attachment A, second by Member Purcell. **With all committee members in attendance voting aye, the motion carried.**

  Sheriff Baird will make the requested changes to Section 6.12, 6.13 and Attachment A to the document and present to the Committee of the Whole on May 14, 2015.

- **Update on IGA with the U.S. Marshall Service** – Undersheriff Martin informed the committee that the application to the U.S. Marshall Service to provide housing of federal inmates in Kendall County was submitted on January 21, 2015, and forwarded to the U.S. Marshall main office on March 18, 2015. Undersheriff Martin planned to contact them for a status update this afternoon, and report back to the committee.

**New Business** - None

**Executive Session** - Member Prochaska made a motion to enter Executive Session for the purpose of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, second by Member Gilmour.

**Roll Call**: Member Purcell – yes, Member Davidson – yes, Member Prochaska – yes, Member Gilmour - yes. **With all members present voting aye, the committee entered into Executive Session at 9:32 a.m.**

**Committee Members Absent**: Scott Gryder
Others Present: Sheriff Dwight Baird, Undersheriff Harold Martin, Valarie McClain

Member Davidson made a motion to reconvene in Open Session, second by Member Purcell. **With all in agreement, the committee reconvened in Open Session at 9:43 a.m.**

**Items for the May 14, 2015 Committee of the Whole Meeting**

- **RFP for Professional Design and Construction for KC Courthouse and Public Safety Center Security System Replacement**

**Action Items for County Board** - None

**Public Comment** – None

**Adjournment** – Member Gilmour made a motion, second by Member Purcell to adjourn the Public Safety Committee meeting at 9:50 a.m. **With all in agreement, the meeting adjourned.**

Respectfully Submitted,

Valarie McClain
Recording Secretary
Call to Order and Pledge Allegiance - Chair Matthew Prochaska called the meeting to order at 8:30 a.m. and led the Pledge of Allegiance.

Committee Members Present: Scott Gryder - yes, Bob Davidson - yes, Matthew Prochaska - here, Judy Gilmour - here, John Purcell - yes. With all members present, a quorum was established.

Others Present: Sheriff Dwight Baird, Undersheriff Harold Martin, Chief Deputy Scott Koster, Commander Joe Gillespie, Deputy Coroner Jacquie Purcell, Jim Smiley and Assistant State's Attorney Leslie Johnson.

Approval of the Agenda - Member Gryder made a motion to approve the agenda, second by Member Gilmour. With all in agreement, the agenda passed.

Approval of Minutes - Member Purcell made a motion to approve the April 13, 2015 meeting minutes, second by Member Gryder. With all in agreement, the motion carried.

Public Comment - None

Ken Com Report - Report as submitted

Coroner's Report - Deputy Coroner Purcell reported on the statistics, and the monthly events and presentations provided by the office.

EMA Report - Director Gillespie reported:

Saturday, April 18 - Mobile Command Post in Plano

Wednesday, June 24, 9:00 a.m. - County Emergency Operation Center (EOC) Training in the Public Safety Center, lower level

The Dresden Drill is scheduled for Wednesday, July 29, 2015

Siren, STARCOM and WSPY EAS testing continues to be conducted on the first Tuesday morning of each month.
Corrections Division – Undersheriff Martin provided the following statistics for the month of April: 231 new intake bookings, 246 inmates released, and the average daily population was 109.

The Food Service Management Section prepared 9,043 meals at a cost of $1.07 per meal. Total medical billing for April was $18,197.

186 Inmate Transports: 129 to/from County Courthouse, 1 other County Court transport, 38 Out of County Prisoner pickups, 5 to I.D.O.C., 5 medical/dental transports, 8 Juvenile transports to/from youth homes/courts.

The Corrections Division housed 34 inmates for other jurisdictions within the month and invoiced $31,020 for their confinement.

Operations Division – Chief Deputy Koster reported the following statistics for the month of April:

Police Services: 620 calls for service, 265 police reports, and a total of 167 arrests.

Traffic Services: There were 904 traffic contacts, 409 traffic citations issued, 4 DUI arrests, 0 Zero Tolerance.

Traffic Crash Investigations: 18 property damage investigations, 5 personal injury accidents, and 0 fatalities for a total of 23 crash investigations.

Vehicle Usage: 62,771 total miles driven, $5,487.09 vehicle maintenance expenditures, $9,361.69 fuel expenditures, and $4,487.14 in fuel purchase.

Auxiliary Deputies: 22.5 training/meeting hours, 5 ride-a-long hours, 5.5 auxiliary hours for a total of 33 auxiliary hours. The total number of cases assigned for Investigations/COPS Activities were 27 and there are currently 77 open cases.

Evidence/Property Room: 131 new items into property room, 60 disposal orders processed, 3 items disposed of, 38 DVD/VHS copy requests, 7 items sent to crime lab for processing, and 1 item processed by evidence custodian.

Investigation/COPS Activities: 23 total cases assigned, 19 cases closed, 74 current open cases, 14 sex offender registrations, 15 sex offender checks, 3 violent offenders against youth, and 13 community policing meetings/presentations.

Total KSCO Training Hours – 816.5:

Corrections Division: 16 hours Illinois County Jail & Detention Standards, 30 hours Bleeding Control, and 31 hours Firearms Training for a total of 77 hours

Operations Division: 80 hours School of Police Staff and Command, 60 hours Legal Updates/Case Law, 50 hours K-9 Continuing Education, 8 hours Incident
Command for Improved Patrol Response, 40 hours Field Training Officer School, 48 hours Arrest, Search & Seizure Update for Sergeants and Lieutenants, 16 hours Arson Investigation, 16 hours Anti-Gang Strategies for Patrol Officers, 120 hours Bleeding Control, and 150 hours Firearms Training for a total of 588 hours.

Court Security: 8 hours First Responder Decision Making, 3 hours Bleeding Control, and 3 hours Firearms Training for a total of 14 hours.

Corrections/Operations/Court Security Combined Training: 104 hours of KSCO SWAT Training.

- Court Security Division – Undersheriff Martin reported 18,223 entries, 8,543 items x-rayed, 47 bond calls, 109 items of contraband refused, and 31 arrests made at the courthouse.

- Records Division – Sheriff Baird provided statistics for the month of April:
  
  Sheriff Sales: 65 Sales Scheduled, 35 Sales Cancelled, 30 Sales Conducted
  
  Papers Served: 144, Replevins: 0, Subpoena/FOIA Requests: 173
  
  Warrants: 4,448 on file, 251 new warrants issued, 132 warrants served, and 25 warrants quashed
  
  Evictions: 29 scheduled, 10 cancelled and 19 conducted
  
  Fees: $9,148.83 Civil Process, $19,800 Sheriff Sales, $265 Records/Fingerprinting, and $1,305.40 Bond Processing for a total of $30,519.23 received by the Records Division for the month of April 2015
  
  Records Division: 15.5 ICRMT Online Training, 18 hours Public Safety Center Procedures, for a total of 33.5 hours
  
  Human Resources: 1 termination, 0 resignations, 0 new hires

  Sworn Personnel Authorized by F15 Budget: 106*/112 (*4 additional sworn officers are currently on retired leaves of absences); Non-Sworn Personnel Authorized by FY15 Budget: 11.5/11.5

  0 New Worker’s Comp

Old Business - None
New Business

Selection Procedure for the Kendall County Public Safety Center and Courthouse Jail Security Systems Replacement Project – Commander Gillespie reported that the state statute 50 ILCS 510 allows the County to select the most qualified candidate when the bid is posted, and then conduct interviews, agree upon a price, or move on to the next qualified candidate if necessary.

Mr. Smiley stated that this is a procedure that is based on the best firm, not based on cost. Mr. Smiley stated that the State’s Attorney’s Office has been consulted and recommends following this procedure. Mr. Smiley stated that we are no longer required to follow the lowest responsible bidder process based on 50 ILCS 510 for architectural engineering.

Discussion on how to obtain knowledge of fair prices/fees, the R & N Study that was conducted, and the estimated project costs based on their study, and the architectural costs for the Courthouse expansion.

Ms. Johnson reported that the SAO has been working with Public Safety and Facilities on the security upgrades. Ms. Johnson said there is another manner under the statute in which the county can work with engineer or architect to obtain a design system without having to use the RFP process. The other system is under the Local Government Professional Services Selection Act which allows the county the ability to work with an architect or engineer if it already has a pre-existing working relationship without competitive bidding, or the county can send out a public notice to any architectural or engineering firm that has given the county notice that would like to be apprised of any county projects. The board can then review at any statements received in response from the firms that show interest, and then the firms can come in and do presentations to explain what services they can provide and what type of system they think will work. This allows the board to have more of back and forth question and answer session rather than a scaled bid where you can’t engage in discussion with the applicants. The top three are then selected, and so forth asking questions to assist in determining the most qualified candidate, and manage the cost. Ms. Johnson said when it actually comes time for the purchase of equipment and installation, which would then be sent out for competitive bids notifying potential bidders of exactly what is required. Ms. Johnson stated that this was the procedure used for the Courthouse expansion. Ms. Johnson said the next step would be to issue the notice to any engineers or architects that have filed a statement of qualifications with the county, and then publish a public notice with the local newspapers.

Member Purcell made a motion to forward the Selection Procedure for the Kendall County Public Safety Center and Courthouse Jail Security Systems Replacement Project to the County Board for approval, second by Member Gryder. With all members in agreement, the motion carried.
**Executive Session** – Member Gilmour made a motion to enter Executive Session for the purpose of discussion of minutes of meetings lawfully closed under this 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 Davidson.

**Roll Call:** Member Gryder - yes, Member Purcell – yes, Member Davidson – yea, Member Prochaska – aye, Member Gilmour - yes. *With all members present voting aye, the committee entered into Executive Session at 9:05 a.m.*

**Others Present:** Sheriff Dwight Baird, Undersheriff Harold Martin, Chief Deputy Scott Koster, Commander Joe Gillespie, Jim Smiley, Valarie McClain

*There was consensus of the committee to release Public Safety Committee Executive Session minutes from February 10, 2014, August 11 2014, and September 8, 2014.*

Member Davidson made a motion to reconvene in Open Session, second by Member Gryder. *With all in agreement, the committee reconvened in Open Session at 9:14 a.m.*

**Items for the Committee of the Whole** - *Selection Procedure for the Kendall County Public Safety Center and Courthouse Jail Security Systems Replacement Project*

**Action Items for County Board** - *Selection Procedure for the Kendall County Public Safety Center and Courthouse Jail Security Systems Replacement Project*

**Adjournment** – Member Davidson made a motion, second by Member Gryder to adjourn the Public Safety Committee meeting at 9:38 a.m. *With all in agreement, the meeting adjourned.*

Respectfully Submitted,

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

ROLL CALL
Committee Members Present: Dan Koukol – here, Judy Gilmour - here, Lynn Cullick – here, John Purcell (arrived at 9:07a.m.)

Committee Members Absent: Elizabeth Flowers

Others present: Glenn Campos, Leslie Johnson, Stan Laken, Paul LaLonde, Jim Pajauskas, Rich Ryan, Becki Rudolph, 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 April 2, 2015 meeting minutes, second by Member Koukol. **With all in agreement, the motion passed.**

MONTHLY REPORTS

CBIZ UPDATE – Mr. Pajauskas briefed the committee on the upcoming renewal and Cadillac Tax that is coming in 2018. Mr. Pajauskas said that as the committee focuses on making sure appropriate programs are in place, but currently the County is at a place that cannot make planned design changes, or contribution changes or implement a wellness program to control costs, these are really the only ways for the County to control costs.

Mr. Pajauskas suggested holding discussions and engaging employees in thinking of possible plan changes and defined contribution structures. Discussion on select programs and the availability to the county. Mr. Pajauskas explained a select program occurs when BCBS creates a smaller network of hospitals, medical groups and providers in a specific local area, and the county is then able to offer this type of plan at a significant lower cost. Mr. Pajauskas stated that this is not available to the county because of the current plan and defined contribution structures in existing union contracts.

WINE SERGI and ICRMT UPDATE – No update
COUNTY ADMINISTRATOR

- Resolution Responding to Significant Proposed Reductions in Transit Funding Partnership with the State of Illinois – Jeff Wilkins stated this was a standard resolution IPTA that was adapted for Kendall County regarding the reduction in transit funding. Paul LaLonde stated that this is an attempt to persuade the governor to forego further budget cuts to transit funding, and will hopefully have some type of impact if every transit agency sends a similar resolution.

Member Koukol made a motion, second by Member Gilmour to forward for approval the Resolution Responding to Significant Proposed Reductions in Transit Funding Partnership with the State of Illinois at the May 19, 2015 County Board meeting. **With all members voting aye, the motion passed.**

- ICRMT Training Center Profile – Mr. Wilkins briefed the committee on the list of ICRMT training available to the County that was discussed at an early committee meeting. Mr. Wilkins informed the committee of the upcoming Department Head and Elected Official Information Session scheduled for May 21, 2015 that will discuss training available, the liability and workers comp programs, and integrity and safety testing available. Board members have been invited to attend if available.

Mr. Wilkins reviewed the monthly reports with the committee, and said that the county is trending below budget in the expenditure of medical insurance invoices.

DEPARTMENT HEADS AND Elected OFFICIALS

- Technology: Approve FLSA non-exempt status for Helpdesk/Computer Support Specialist Job Description – Stan Laken reported that after review, the State’s Attorney’s office has recommended that the helpdesk/computer support specialist position should be classified as FLSA non-exempt status. Leslie Johnson clarified that the position would fall under the U.S. Department of Labor law as a non-exempt status position, and that these employees would be required to complete time records reporting their weekly hours worked, and that if they exceed 40 hours in a week they would be paid overtime at time and a half. There are two of these positions in the Technology Department.

Member Gilmour made a motion to forward for approval the FLSA non-exempt status for Helpdesk/Computer Support Specialist Job Description, second by Member Purcell. **With all in agreement the motion carried.**

NEW BUSINESS

➢ A review of the video policy making clear that it is only authorized during regular session board meetings. The concern being that someone could watch sensitive executive committee discussions – Chair Cullick briefed the committee about the request from Member Gryder to clarify and document the county’s procedure of videotaping meetings. Discussion followed on the current policy, and the need to include the specific language...
in the current transparency website policy that Executive Sessions are not videotaped for public viewing. The committee agreed the item should be forwarded to the County Board for further discussion.

➢ The proper software/hardware purchase to make sure that the video is only activated by the clerk from her computer accessible only during the meeting – Chair Cullick said that this ties to the previous item. Mr. Laken stated that the current software is as secure as any software that the county is currently using, and only the County Clerk has access and to the videotaping software. The committee agreed that this item should also be forwarded to the Board for discussion.

OLD BUSINESS – None

ACTION ITEMS FOR COUNTY BOARD

- Approval of the Resolution Responding to Significant Proposed Reductions in Transit Funding Partnership with the State of Illinois

- Approval of FLSA non-exempt status for Helpdesk/Computer Support Specialist Job Description

- Review of the video policy ensuring that it is only authorized during regular session board meetings

- Discussion about the proper software/hardware purchase to make sure that the video is only activated by the clerk from her computer accessible only during the meeting

PUBLIC COMMENT – None

EXECUTIVE SESSION – Member Koukol made a motion to enter into Executive Session for the purpose of the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel for the public body, second by Member Gilmour.

Roll call: Member Purcell – yes, Chair Cullick – yes, Member Gilmour – yes, Member Koukol – yes. With all members voting aye, the committee entered into Executive Session at 9:45a.m.

Member Gilmour made a motion to reconvene in Open Session, second by Member Koukol. With all in agreement, the committee reconvened in Open Session at 9:58a.m.

ADJOURNMENT – Member Koukol moved to adjourn the meeting at 10:00a.m., Member Purcell seconded the motion. The motion was unanimously approved by a voice vote.

Respectfully Submitted,

Valarie McClain
Administrative Assistant/Recording Secretary
County of Kendall, IL

Resolution

RESPONDING TO SIGNIFICANT PROPOSED REDUCTIONS IN TRANSIT FUNDING PARTNERSHIP WITH THE STATE OF ILLINOIS

WHEREAS, the essential public services provided by the County of Kendall through the Kendall Area Transit (KAT) program are provided through a financial and policy partnership with the State of Illinois; and

WHEREAS, majority of the rides provided by the KAT program are job related; and

WHEREAS, the proposed 2016 Illinois State budget recommends a very significant reduction in state funding for the public transportation services which Kendall County residents rely on to get to work, school, commercial activity, and other basic life functions; and

WHEREAS, the recovering of the Illinois economy depends on providing basic transportation services to maximize employment opportunities for all state citizens along with quality public transportation options that allow employers to attract and retain skilled employees that consider public transportation options when evaluating employment opportunities; and

WHEREAS, the County of Kendall recognizes that the magnitude of the proposed reduction in State’s existing cost sharing formula would reduce available rides annually by 21% and no immediate revenue options exist that can replace the proposed reductions; and

NOW THEREFORE BE IT RESOLVED THAT the Board of the County of Kendall asks the Governor and State Legislature to consider the negative economic impact the proposed reductions to public transportation funding will have on the citizens of Kendall County and other downstate counties in Illinois.

Adopted by the County Board of the County of Kendall, Illinois this _____ day of _________, 2015.

John A. Shaw, County Board Chair

Attest:

Debbie Gillette, County Clerk
Kendall County Job Description

**TITLE:** Helpdesk / Computer Support Specialist
**DEPARTMENT:** Technology Services
**SUPERVISED BY:** Director of Technology
**FLSA STATUS:** Exempt

I. **Position Summary and Primary Purpose:**
The Helpdesk/Computer Support Specialist supports and maintains in-house computer systems. The systems include all software, workstations, laptops, some networking equipment, and peripherals on the network. The tasks include but are not limited to installing, diagnosing, repairing, maintaining and upgrading all hardware, software, and equipment while ensuring optimal workstation performance and end user support.

II. **Essential Duties and Responsibilities:**
A. Key responsibilities for the position include maintaining, analyzing, troubleshooting, updating, monitoring and repairing computer systems, hardware, software and computer peripherals including printers and multifunction (copy/print/scan/fax) devices.
B. Researches, evaluates, tests, and makes recommendations on all current and future software needs of the organization.
C. Recommends and assists in developing long-term strategies and capacity planning for future computer hardware needs.
D. Installs, configures, repairs updates, and performs network wide system upgrades of workstations.
E. Provides end user technical support for all Network based workstations and applications. This position is first-level helpdesk support from logging the request/issue through post completion follow-up.
F. Provides documentation / project tracking and reporting to management.
G. Provides training and how to documentation for end user support.
H. Performs but is not limited to networking maintenance functions such as user account creation, NTFS assignment of rights and permissions, and exchange mailbox account creation.
I. Should be familiar with Active Directory, DHCP, DNS, SCCM, Microsoft Exchange, Helpdesk software, Image deployment systems and knowledge of LAN environments.
J. Performs other duties as needed to support the activities of the Technology Services department.

III. **Skills, Knowledge and Abilities:**
A. Strong organization skills, ability to prioritize and schedule work duties, and be able to communicate effectively both orally and in writing with staff and the general public.
B. Thorough knowledge of standard concepts, practices and procedures using Windows operating systems and software products in a network environment.
C. Ability to participate in and facilitate group meetings.
D. Keeps current with new security and network monitoring technologies, applicable laws and regulations. Maintains compliance with software licensing.
E. Ability to perform a variety of tasks and work independently.
IV. Work Standards and Best Practice Guidelines:
A. Adheres to all work and safety policies and governing policies and procedures.
B. Ability to build teamwork and work as part of a team.
C. Commitment to quality results and customer focused.
D. Dependability, integrity and willingness to learn.
E. High degree of professionalism and demeanor.
F. Proven time management skills.

V. Education and Experience:
A. Associate’s Degree and 2-3 years experience in the Networking field/PC field.
B. Microsoft experience within Windows Server and Windows operating and/or networking systems.
C. Valid Driver’s License required.

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.

OTHER POSITION INFORMATION:
Date job description last revised: _______________ Revised by: _______________
Year position created (if known): _______________ Union Unit: ____________________
(If applicable please indicate #)

Human Resources / Administrative Department Approval: ________________________

(Signature)

Person assigned to position and receiving job description: ______________

Employee Receipt Acknowledgement & Signature ________________________________

Date

Signature of Supervisor ________________________________

Date

cc: personnel file, employee
October 26, 2006

Dear Name:

This is in response to your request for an opinion concerning whether the position of Information Technology (IT) Support Specialist qualifies for exemption under section 13(a)(1) of the Fair Labor Standards Act (FLSA). Based on the information presented, it is our opinion that the IT Support Specialist position does not qualify for the administrative or the computer employee exemption.

Section 13(a)(1) of the FLSA provides a complete minimum wage and overtime pay exemption for any employee employed in a bona fide executive, administrative, or professional capacity, as those terms are defined in 29 C.F.R. Part 541. An employee may qualify for exemption if all of the pertinent tests relating to duties and salary are met.

You state that the employer is in the process of creating the new position of IT Support Specialist within the Information Technology Department. In a discussion with a member of the Wage and Hour Division staff, you indicated that the amount and manner of compensation for the IT Support Specialist position would depend, in part, on whether the position is exempt or nonexempt under the new Part 541 regulations. The employer in this case plans to have shifts of IT Support Specialists working or on-call 24 hours a day. The job description you provided states that the IT Support Specialist (renamed from Help Desk Support Specialist) is responsible for the diagnosis of computer-related problems as requested by employees, physicians, and contractors of the employer. The IT Support Specialist conducts problem analysis and research, troubleshoots, and resolves complex problems either in person or by using remote control software. He or she ensures timely closeout of trouble tickets.

The duties and the amount of time, in general, that an IT Support Specialist would spend on such duties are described below:

55%—Analyzes, troubleshoots, and resolves complex problems with business applications, networking, and hardware. Accurately documents all work in appropriate problem tracking software. Prioritizes tasks based on service level agreement criteria with limited supervision.

20%—Installs, configures, and tests upgraded and new business computers and applications based upon user-defined requirements. Assists users in identifying hardware/software needs and provides advice regarding current options, policies, and procedures. Creates and

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1 Unless otherwise noted, any statutes, regulations, opinion letters, or other interpretive material cited in this letter can be found at www.waghour.dol.gov.

troubleshoots network accounts and other business application user accounts as documented in the employee lifecycle process.

10%—Participates in the design, testing, and deployment of client configurations throughout the organization. This process requires detailed knowledge of Microsoft operating systems and compatible business applications. Leverages application packaging software technology for deployment of business applications to client systems.

5%—Participates in the analysis and selection of new technology required for expanding computing needs throughout the organization. Works with competing vendors to determine the best selection based on price, technical functionality, durability, manufacturer support, manufacturer vision, and position in the healthcare industry.

5%—Documents technical processes and troubleshooting guidelines. Documents end-user frequently asked questions about computer systems or programs and publishes on Intranet as guidelines for the entire organization.

5%—Monitors automated alerts generated by systems management tools and makes decisions on the most effective resolution.

The IT Support Specialist position requires a high school diploma or GED, although an associate degree is preferred. This position requires walking throughout the institution and/or ancillary buildings to perform the duties, and traveling to off-site facilities. Physical demands of the position include standing, sitting, walking, bending, lifting, and moving computer items as needed.

Below is a discussion of the administrative exemption and computer employee exemption under the revised final rule. Each discussion is followed by an analysis of whether the IT Support Specialist qualifies for the particular exemption.

Administrative Exemption

The term “employee employed in a bona fide administrative capacity” means “any employee”:

(1) Compensated on a salary or fee basis at a rate of not less than $455 per week . . . ;

(2) Whose primary duty is the performance of office or non-manual work directly related to the management or general business operations of the employer or the employer’s customers; and

(3) Whose primary duty includes the exercise of discretion and independent judgment with respect to matters of significance.
29 C.F.R. § 541.200(a).

The phrase “directly related to the management or general business operations” refers to the type of work performed by the employee. To meet this requirement, an employee must perform work directly related to assisting with the running or servicing of the business, as distinguished, for example, from working on a manufacturing production line or selling a product in a retail or service establishment.

29 C.F.R. § 541.201(a).

Work directly related to management or general business operations includes, but is not limited to, work in functional areas such as tax; finance; accounting; budgeting; auditing; insurance; quality control; purchasing; procurement; advertising; marketing; research; safety and health; personnel management; human resources; employee benefits; labor relations; public relations; government relations; computer network, Internet and database administration; legal and regulatory compliance; and similar activities.

29 C.F.R. § 541.201(b).

An employee may qualify for the administrative exemption if the employee’s primary duty is the performance of work directly related to the management or general business operations of the employer’s customers. Thus, for example, employees acting as advisers or consultants to their employer’s clients or customers (as tax experts or financial consultants, for example) may be exempt.

29 C.F.R. § 541.201(c).

To qualify for the administrative exemption, an employee’s primary duty must include the exercise of discretion and independent judgment with respect to matters of significance. In general, the exercise of discretion and independent judgment involves the comparison and the evaluation of possible courses of conduct, and acting or making a decision after the various possibilities have been considered. The term “matters of significance” refers to the level of importance or consequence of the work performed.

29 C.F.R. § 541.202(a).

The phrase “discretion and independent judgment” must be applied in the light of all the facts involved in the particular employment situation in which the question arises. Factors to consider when determining whether an employee exercises discretion and independent judgment with respect to matters of significance include, but are not limited to: whether the employee has authority to formulate, affect, interpret, or implement management policies or operating practices; whether the employee carries out major assignments in conducting the operations of the business; whether the
employee performs work that affects business operations to a substantial degree, even if the employee’s assignments are related to operation of a particular segment of the business; whether the employee has authority to commit the employer in matters that have significant financial impact; whether the employee has authority to waive or deviate from established policies and procedures without prior approval; whether the employee has authority to negotiate and bind the company on significant matters; whether the employee provides consultation or expert advice to management; whether the employee is involved in planning long- or short-term business objectives; whether the employee investigates and resolves matters of significance on behalf of management; and whether the employee represents the company in handling complaints, arbitrating disputes or resolving grievances.

29 C.F.R. § 541.202(b). As the preamble to the final rule explained, federal courts generally conclude that employees who meet at least two or three of the indicators mentioned in 29 C.F.R. § 541.202(b) are exercising discretion and independent judgment, although a case-by-case analysis is required. See 69 Fed. Reg. at 22,143.

"The exercise of discretion and independent judgment implies that the employee has the authority to make an independent choice, free from immediate direction or supervision." 29 C.F.R. § 541.202(c). As indicated in 29 C.F.R. § 541.202(e), "[t]he exercise of discretion and independent judgment must be more than the use of skill in applying well-established techniques, procedures or specific standards described in manuals or other sources." Section 541.202(f) further clarifies that "[a]n employee does not exercise discretion and independent judgment with respect to matters of significance merely because the employer will experience financial losses if the employee fails to perform the job properly." For example, "an employee who operates very expensive equipment does not exercise discretion and independent judgment with respect to matters of significance merely because improper performance of the employee’s duties may cause serious financial loss to the employer." Id. The fact that work may be unusually complex or highly specialized along technical lines, or that significant consequences or losses may result from improper performance of an employee’s duties, do not automatically qualify the work as being significant to the management or general business operations of an employer. Indeed, a job may even be viewed by an employer as "indispensable" and still not meet the requirement that its primary duty must be "directly related to the management or general business operations." See Clark v. J.M. Benson Co., 789 F.2d 282, 287 (4th Cir. 1986) (regulations emphasize nature of work, not its ultimate consequence). See also 29 C.F.R. § 541.202(f). Thus, although the upkeep of a computer system may be viewed as essential to an employer’s business operations, the nature of the individual employee’s particular work, and not the possible results or consequences of its performance, is the focus of the analysis for determining an employee’s exempt status. To qualify as an exempt administrative employee, therefore, the work performed must itself relate to significant matters in the management or general business operations of the employer. In addition, performing highly skilled technical work in troubleshooting computer problems does not, by itself, demonstrate the exercise of discretion and independent judgment with respect to matters of significance. As stated in 29 C.F.R. § 541.202(e), "[t]he exercise of discretion and independent judgment must be more than the use of skill in applying well-established techniques, procedures or specific standards described in manuals or other sources."
The primary duty of the IT Support Specialist you describe consists of installing, configuring, testing, and troubleshooting computer applications, networks, and hardware. Maintaining a computer system and testing by various systematic routines to see that a particular piece of computer equipment or computer application is working properly according to the specifications designed by others are examples of work that lacks the requisite exercise of discretion and independent judgment within the meaning of the administrative exemption. Employees performing such activities are using skills and procedures or techniques acquired by special training or experience. Their duties do not involve, with respect to matters of significance, the comparison and the evaluation of possible courses of conduct, and acting or making a decision after the various possibilities have been considered as required by 29 C.F.R. § 541.202(a). See Wage and Hour Opinion Letter August 19, 1999 (copy enclosed). Such work does not involve formulating management policies or operating practices, committing the employer in matters that have significant financial impact, negotiating and binding the company on significant matters, planning business objectives, or other indicators of exercising discretion and independent judgment with respect to matters of significance discussed in 29 C.F.R. § 541.202(b). Although minor aspects of the work (described as five to ten percent) include participating in the design of client configurations and analyzing and selecting new technology, your description of the tasks performed and the decisions made by an IT Support Specialist does not demonstrate that their primary duty includes the exercise of discretion and independent judgment with respect to matters of significance to management or general business operations of the employer. Therefore, based on our review of the information you provided, it is our opinion that the IT Support Specialist position does not qualify for the administrative exemption under section 13(a)(1) of the FLSA. See Martin v. Ind. Mich. Power Co., 381 F.3d 574, 581-84 (6th Cir. 2004) (IT Support Specialist responsible for installing and upgrading hardware and software, configuring desktop computers, and testing and troubleshooting equipment is not exempt as administrative employee under pre-2004 regulations because such work is not directly related to management policies or general business operations and is not of substantial importance to management or operation of the business); Turner v. Human Genome Sets., Inc., 292 F. Supp. 2d 734, 745, 747 (D. Md. 2003) (although employees responsible for troubleshooting and correcting hardware and software problems and network connectivity issues utilized “knowledge and skill to solve computer problems, their primary duties did not involve discretion or independent judgment as required” under pre-2004 administrative exemption); Burke v. County of Monroe, 225 F. Supp. 2d 306, 320 (W.D.N.Y. 2002) (employees whose work included installing and operating computer networks, analyzing hardware and software problems, testing, and problem solving did “highly-skilled work,” but these were “routine duties without the requirement of discretion and independent judgment” under pre-2004 administrative exemption).

**Computer Employee Exemption**

Computer systems analysts, computer programmers, software engineers, and other similarly skilled workers in the computer field who meet certain tests regarding their job duties are eligible for exemption from both minimum wage and overtime pay as professionals under FLSA sections 13(a)(1) and 13(a)(17). See 29 C.F.R. § 541.400(a). To qualify for the computer employee exemption, the employee must be compensated on either a salary or fee
basis at a rate of not less than $455 per week or, in the case of an employee who is
compensated on an hourly basis, not less than $27.63 an hour. See 29 C.F.R.
§ 541.400(b). In addition, “the exemptions apply only to computer employees whose primary
duty consists of”:

(1) The application of systems analysis techniques and procedures, including
    consulting with users, to determine hardware, software or system functional
    specifications;
(2) The design, development, documentation, analysis, creation, testing or
    modification of computer systems or programs, including prototypes, based on and
    related to user or system design specifications;
(3) The design, documentation, testing, creation or modification of computer
    programs related to machine operating systems; or
(4) A combination of the aforementioned duties, the performance of which requires
    the same level of skills.

Id. As described in 29 C.F.R. § 541.700(a),

[to qualify for exemption under this part, an employee’s “primary duty” must be the
performance of exempt work. The term “primary duty” means the principal, main,
major or most important duty that the employee performs. Determination of an
employee's primary duty must be based on all the facts in a particular case, with the
major emphasis on the character of the employee's job as a whole.

Section 541.400(a) lists employees who qualify for this exemption as including computer
systems analysts, computer programmers, software engineers, and other similarly skilled
workers in the computer field. As explained in the preamble to the final rule, such job titles
alone, however, are not the determining factor for exemption. See 69 Fed. Reg. at 22,160. An
exempt computer employee’s primary duty must consist of those duties discussed in 29 C.F.R.
§ 541.400(b). As indicated in 29 C.F.R. § 541.401,

[the exemption for employees in computer occupations does not include employees
engaged in the manufacture or repair of computer hardware and related equipment.
Employees whose work is highly dependent upon, or facilitated by, the use of
computers and computer software programs (e.g., engineers, drafters and others
skilled in computer-aided design software), but who are not primarily engaged in
computer systems analysis and programming or other similarly skilled computer-
related occupations identified in § 541.400(b), are also not exempt computer
professionals.

As we previously noted, the primary duty of the IT Support Specialist consists of installing,
configuring, testing, and troubleshooting computer applications, networks, and hardware. The
primary duty of this employee does not involve the “application of systems analysis techniques
and procedures, including consulting with users, to determine hardware, software or system
functional specifications.” 29 C.F.R. § 541.400(b)(1). Nor is the primary duty of the IT
Support Specialist “[t]he design, development, documentation, analysis, creation, testing or
modification of computer systems or programs, including prototypes, based on and related to user or system design specifications" (29 C.F.R. § 541.400(b)(2)), "[t]he design, documentation, testing, creation or modification of computer programs related to machine operating systems" (29 C.F.R. § 541.400(b)(3)), or "[a] combination of these duties, the performance of which requires the same level of skills." 29 C.F.R. § 541.400(b)(4). Because the primary duty of the IT Support Specialist you described does not consist of duties similar to those discussed in 29 C.F.R. § 541.400(b)(1)-(4), it is our opinion that the IT Support Specialist position does not qualify for the computer professional employee exemption under FLSA sections 13(a)(1) and 13(a)(17). See Wage and Hour Opinion Letter August 19, 1999. Therefore, the IT Support Specialist position is covered by the minimum wage and overtime provisions of the FLSA.

This opinion is based exclusively on the facts and circumstances described in your request and is given based on your representation, express or implied, that you have provided a full and fair description of all the facts and circumstances that would be pertinent to our consideration of the question presented. Existence of any other factual or historical background not contained in your letter might require a conclusion different from the one expressed herein. You have represented that this opinion is not sought by a party to pending private litigation concerning the issues addressed herein. You have also represented that this opinion is not sought in connection with an investigation or litigation between a client or firm and the Wage and Hour Division or the Department of Labor.

We trust that this letter is responsive to your inquiry.

Sincerely,

Paul DeCamp
Administrator

*Note: The actual name(s) was removed to preserve privacy in accordance with 5 U.S.C. § 552(b)(7).
County of Kendall

RESOLUTION 2014-14

A RESOLUTION ADOPTING REVISIONS TO THE KENDALL COUNTY WEBSITE TRANSPARENCY POLICY

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

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

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

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

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

ADOPTED BY THE COUNTY BOARD OF TRUSTEES OF KENDALL COUNTY THIS 15 DAY OF April, 2014.

Attest:

John Shaw
County Board Chairman

Debbie Gillette
County Clerk
EXHIBIT A

KENDALL COUNTY WEBSITE TRANSPARENCY POLICY
Policy Subject: County Website Transparency
Date Adopted: April 16, 2013
Adopted revisions: April 15, 2014

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

DATE: May 12, 2015
LOCATION: Kendall County Highway Department
MEMBERS PRESENT: Dan Koukol, Jeff Wehrli, Judy Gilmour, Scott Gryder, and Matt Prochaska
STAFF PRESENT: Fran Klaas, Andy Myers & Ginger Gates
ALSO PRESENT: Jeff Wilkins, Andrez Beltran, P.J. Fitzpatrick & Kelly Farley

The committee meeting convened at 4:03 P.M. with roll call of committee members. Gryder absent. Quorum established. Gryder arrived at 4:19 P.M.

Motion Gilmour; second Prochaska to approve the agenda as presented. Motion approved unanimously.

Motion Gilmour; second Prochaska to approve the Highway Committee minutes from the April 14, 2015 meeting, and the joint Kendall – Grundy Highway Committee meeting minutes on April 15, 2015. Motion carried unanimously.

Motion Koukol; second Wehrli to approve the bid of Maintenance Coatings to place modified urethane pavement markings on several county highways for a total bid price of $137,588.54. The County Engineer described how paint pavement markings have not been holding up very well, and that modified urethane markings appear to last longer and stay brighter than other markings. Highways to be marked include Galena Road, Rock Creek Road, Walker Road and Caton Farm Road. Motion approved unanimously.

Motion Koukol; second Wehrli to approve a petition from Na-Au-Say Road District to utilize County Bridge Funds to pay 50% of the cost of a new box culvert on Schlapp Road just south of Illinois Route 126. The total anticipated cost for the project is $320,000, which means each agency would pay $160,000. Klaas explained that the Road District did not want to wait to get Township Bridge Program Funds, because that could take as many as 12 years. By using joint bridge monies, it would allow the Road District to move forward immediately with the needed project. The costs include engineering, land acquisition and construction. Only land acquisition and engineering costs would occur this year, while construction would be in 2016. This would allow the County to budget for the construction in next fiscal year’s budget. Koukol asked about how much land acquisition was required. Klaas indicated that only a thin strip on each side of the existing right-of-way would be needed. Total acreage would be less than an acre. Gilmour asked about the breakdown of costs. Klaas estimated that construction would be about $280,000, engineering would be about $25,000 and land acquisition about $15,000. Wehrli thought that it was important to move forward with this project for public safety reasons, and supported the Road District in their efforts. Motion to recommend approval of the petition to the County Board was approved unanimously.

Motion Wehrli; second Gryder to approve the intergovernmental agreement between Kendall County and the City of Plano governing the expenditure of 2015 KC-TAP Funds. Motion approved unanimously.
Motion Wehrli; second Gryder to approve the intergovernmental agreement between Kendall County and the Village of Oswego governing the expenditure of 2015 KC-TAP Funds. Motion approved unanimously.

A preliminary engineering agreement between Kendall County and Hampton, Lenzini and Renwick was presented to the Committee. Motion Gilmour; second Prochaska to approve said agreement. This project includes the design of new pedestrian signals, push buttons, and crosswalk pavement markings at the Orchard Road / Caterpillar Drive intersection. The intersection is seeing an increasing amount of pedestrian traffic as residents on the west side of Orchard Road are trying to get to the commercial properties on the east side of Orchard Road. Orchard Road is very busy, with about 25,000 vehicles per day. Estimated construction costs are about $60,000. The State’s Attorney Office has reviewed and approved the Agreement. The motion to recommend approval of the agreement to the County Board was approved unanimously.

Klaas asked the Committee to consider what to do with acquired Eldamain Road right-of-way, especially in the Fox River Bluffs area south of the Fox River. Is there a desire to continue leasing the property for agricultural purposes, and recoup some of the money spent to acquire the property; or would the Committee be interested in canceling the farm leases, and delineating the new right-of-way with some other cover crop? The latter would allow access to the south bank of the River in the event the County wanted to do some tree removal in advance of road or bridge construction. Koukol and Gryder thought delineating the new right-of-way would be a good idea and would allow a path to get down to the River. Prochaska, Wehrli and Gilmour thought that continuing to lease the property for farming would be better due to the uncertainty in actual construction of the project. The consensus of the Committee was to look at this matter again in the fall to see if the Forest Preserve and the County could work cooperatively to lease this property for farming in future years.

The County Engineer described the recent call for projects through the Kane/Kendall Council of Mayors for unobligated STP Funds. He recommended that the County should support and submit applications to fund 3 different projects; two on Eldamain Road and another for the Grove-Collins-Minkler-Orchard Corridor. The latter application would be for Phase II Engineering. This project is an excellent candidate because it is regional in nature, has inter-agency support, and isn’t a large dollar value. Indications from KKCOM were that it would be a strong candidate. The other two projects are on Eldamain Road. The north Eldamain project application would be for additional construction monies on the Menards-to-Galena section of the road. This project already has $2.5 million federal money. But that cap has been lifted in this call for projects; and it is eligible for additional STP money. The final project is for construction money for the part of Eldamain Road from River Road to Route 34. This section of Eldamain has poor horizontal alignment, a narrow bridge, and a history of accidents. The STP application would request construction money in the latter years of the program. The Committee discussed the idea of entering into one or more intergovernmental agreements with Village of Oswego to define the responsibilities of each agency. But the resolutions of support are needed now to be submitted with the STP applications, which are due in June. Motion Gryder; second Prochaska to recommend approval of the support resolutions to the County Board. Motion carried unanimously. Wehrli thought it would be important to sit down with Oswego at some point to try to come to agreement on the responsibilities of each agency. Wilkins suggested that perhaps a Memorandum of Agreement might help memorialize the intentions of both parties.
Motion Koukol; second Wehrli to forward Highway Department bills for the month of April in the amount of $201,659.86 to Finance Committee for approval. Motion carried unanimously.

Meeting adjourned at 5:04 P.M.

Respectfully submitted,

Francis C. Klaas, P.E.
Kendall County Engineer

ACTION ITEMS

1. Low bid from Maintenance Coatings to place pavement markings on County Highways in the amount of $137,588.54

2. Petition from Na-Au-Say Road District to pay for 50% of the cost of a box culvert replacement on Schlapp Road in the amount of $160,000 from the County Bridge Fund.

3. Intergovernmental Agreement w/ City of Plano governing 2015 KC-TAP Funds

4. Intergovernmental Agreement w/ Village of Oswego governing 2015 KC-TAP Funds

5. Preliminary Engineering Agreement w/ Hampton, Lenzini & Renwick for design of pedestrian traffic signal improvements at the intersection of Orchard Road and Caterpillar Drive in the amount of $15,428.80; to be taken from the Transportation Sales Tax Fund.

6. Resolution supporting the STP Application to Kane/Kendall Council of Mayors for Phase II Engineering funding on the Grove-Collins-Minkler-Orchard Corridor.

7. Resolution supporting the STP Application to Kane/Kendall Council of Mayors for construction funding of the Eldamain Road improvement from Menards Distribution Center to Galena Road.

8. Resolution supporting the STP Application to Kane/Kendall Council of Mayors for construction funding of the Eldamain Road improvement from River Road to U.S. Route 34.
KENDALL COUNTY

Resolution No. ___

WHEREAS, bids were received at the County Highway Office on May 8, 2015 on the following listed project:

Sec. 15-00000-02-GM, 2015 Pavement Markings, various locations approve the low bid of Maintenance Coatings Company in the amount of $137,588.54.

NOW, THEREFORE, BE IT RESOLVED, that the County Board of Kendall County award the above listed projects to the lowest responsible bidders 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 19th day of May, 2015.

______________________________
Debbie Gillette - County Clerk

(SEAL)
PETITION FOR COUNTY AID TO BUILD OR REPAIR BRIDGE, CULVERT OR DRAINAGE STRUCTURE

STATE OF ILLINOIS
COUNTY OF KENDALL
ROAD DISTRICT (s) Na-Au-Say

The undersigned Highway Commissioner(s) of Na-Au-Say Road District and Road District in Kendall County, Illinois represent that a Culvert needs to be replaced on Schlapp Road over the Tributary to Aux Sable Creek for which said Road District(s) is/are partially or wholly responsible and for which the total cost of said work will be approximately $320,000.

The undersigned Highway Commissioner(s) further declare that the cost to perform this work will be more than 0.02% of the latest equalized assessed valuation of taxable property in said Township(s); and the tax levy for road purposes in the Road District(s) was in each year for the two years last past, not less than the maximum allowable rate as provided for in 605 ILCS 5/6-501.

WHEREFORE, the undersigned Highway Commissioner(s), in accordance with 605 ILCS 5/6-501, hereby petition the Kendall County Board for an appropriation from the County Bridge Fund of the County Treasury a sum sufficient to meet one-half the expenses of the work described herein, on the condition that said Road District(s) shall furnish the other one-half of the amount required.

DESCRIPTION OF PROPOSED IMPROVEMENT
Remove existing metal culvert and replace with double 9' x 8' concrete box culvert. Install guardrail. Remove existing pavement and widen roadway for approximately 600'. Work includes engineering, land acquisition and construction of said improvement.

Na-Au-Say Road District

Na-Au-Say Road District

__________ Township Highway Commissioner

__________ Township Highway Commissioner

Date

Date

STATE OF ILLINOIS )
KENDALL COUNTY ) ss

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 petition approved by the Kendall County Board, at its regularly scheduled meeting in Yorkville, Illinois, on the ______ day of __________________, A.D. 2015.

________________________________________
Debbie Gillette - County Clerk
A Resolution Supporting the Grove-Collins-Minkler-Orchard Roadway Project

WHEREAS, the Kendall County Board continues to support the safety and mobility of the residents of Kendall County, and the Region, by promoting the proper construction and maintenance of transportation infrastructure; and

WHEREAS, Kendall County is generally deficient in transportation corridors that provide for the northerly and southerly movement of vehicular traffic through Kendall County; and

WHEREAS, Kendall County has identified the Grove-Collins-Minkler-Orchard Corridor as a strategic north-south corridor that ultimately provides a regional, inter-county corridor connecting I-80 in Grundy County to I-88 in Kane County; and

WHEREAS, said project is included in the Kendall County Long Range Transportation Plan, the Village of Oswego Comprehensive Plan; and has funding for Phase I Engineering in the County’s 5-Year Surface Transportation Plan; and

WHEREAS, Kendall County, working cooperatively with Village of Oswego, has already completed significant pre-Phase I Engineering as well as an Alignment Study for this corridor.

NOW, THEREFORE BE IT RESOLVED, that the Kendall County Board supports and encourages the implementation of a plan to develop the Grove-Collins-Minkler-Orchard Corridor, including the County’s application for funding Phase II Engineering through the Kane/Kendall Council of Mayors STP Program.

This resolution approved by the County Board of Kendall County, State of Illinois.

John A. Shaw - Kendall County Board Chair

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 ______ day of ____________, A.D. 2015.

Debbie Gillette – County Clerk

(SEAL)
WHEREAS, the Kendall County Board continues to support the safety and mobility of the residents of Kendall County, and the Region, by promoting the proper construction and maintenance of transportation infrastructure; and

WHEREAS, Kendall County is generally deficient in transportation corridors that provide for the northerly and southerly movement of vehicular traffic through Kendall County; and

WHEREAS, Kendall County has identified the Eldamain Road Corridor as a strategic north-south corridor that ultimately provides a regional, inter-county corridor connecting Grundy, Kendall and Kane Counties; and

WHEREAS, said project is included in the Kendall County Long Range Transportation Plan, the City of Plano Comprehensive Plan, the City of Yorkville Comprehensive Plan; and

WHEREAS, said project has already received $2.5 million in federal monies and is currently under contract for construction, with an estimated completion date of December 1, 2015.

NOW, THEREFORE BE IT RESOLVED, that the Kendall County Board supports additional federal funding for construction of that part of Eldamain Road between Menards Distribution Center and Galena Road through the Kane/Kendall Council of Mayors STP Program.

This resolution approved by the County Board of Kendall County, State of Illinois.

John A. Shaw - Kendall County Board Chair

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 _____ day of _______________, A.D. 2015.

Debbie Gillette – County Clerk
KENDALL COUNTY

Resolution No. _______

A Resolution Supporting Funding for Construction of Eldamain Rd. from River Rd. to Rte. 34

WHEREAS, the Kendall County Board continues to support the safety and mobility of the residents of Kendall County, and the Region, by promoting the proper construction and maintenance of transportation infrastructure; and

WHEREAS, Kendall County is generally deficient in transportation corridors that provide for the northerly and southerly movement of vehicular traffic through Kendall County; and

WHEREAS, Kendall County has identified the Eldamain Road Corridor as a strategic north-south corridor that ultimately provides a regional, inter-county corridor connecting Grundy, Kendall and Kane Counties; and

WHEREAS, said project is included in the Kendall County Long Range Transportation Plan, the City of Plano Comprehensive Plan, the City of Yorkville Comprehensive Plan; and is currently nearing completion of Phase II Engineering and Land Acquisition efforts; and

WHEREAS, Kendall County continues to seek funding for construction of both the entire corridor, and for discreet projects within the corridor.

NOW, THEREFORE BE IT RESOLVED, that the Kendall County Board supports the construction of that part of the Eldamain Road corridor beginning at River Road and extending northerly approximately 1.25 miles to U.S. Route 34, including the County’s application for construction funding through the Kane/Kendall Council of Mayors STP Program.

This resolution approved by the County Board of Kendall County, State of Illinois.

__________________________
John A. Shaw - Kendall County Board Chair

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 _____ day of ____________, A.D. 2015.

__________________________
Debbie Gillette – County Clerk

(SEAL)
CALL TO ORDER

Chairman Davidson called the Facilities Management Committee meeting to be in session; located in the County Office Building County Board Conference Room to order at 3:32 p.m.

1) Roll Call - Chairman Davidson asked Suzette to call roll call for attendance. Present were Chairman Davidson, Member Wehrli, Member Gilmour & Member Prochaska. Vice-Chair Koukol had an excused absence. Enough committee members were present to form a quorum of the committee. Facilities Management Director Smiley was also present.

2) Approval of the April meeting minutes - Member Gilmour made a motion to approve the April meeting minutes. Member Prochaska 2nd the motion. All members present voted aye via voice vote. Motion approved.

3) Public Comment - No members of the public were present at the meeting.

OLD BUSINESS/PROJECTS

1) COB Security System Improvements
   • It was determined we needed to add a new network switch for the cameras. The current switch can only support 12 network cameras power needs and we have 20 plugged into the switch. Jim ordered a new switch, through the Technology department. Jim has not had time to work on the written plan. Jim hopes to work on this with Glenn Campos in the next month.

2) K.A.T. Space Needs for Expansion
   • Paul LaLonde said the work can be paid for with the grant currently have in place.
   • However, in order to get the Federal money from the grant we will need to do the following:
     a) Get three bids for each aspect of the project
     b) Paul would need to buy the materials
     c) The materials need to be purchased before July 1, 2015.
     d) Each project would need to be less than $3,000.00.
   • Paul offered to get the prices if Jim gave him the vendors to call. Jim said he would be easier for him to get the prices and give the information to Paul to purchase. Jim & Paul worked through the needs and came up with four separate projects that will keep the cost under the $3,000.00 threshold for each project. Projects are as follows:
     a) Build new office for Paul in the current dispatch area.
     b) Remove closet wall and build a new wall for an office for Diana in the current Op's area.
     c) Wiring for electric, voice & data in the Operations area.
     d) Wiring for electric, voice & data in the Dispatch area.

Report from meeting

Members discussed the need to do this project and K.A.T.'s ability to pay for the project with the grant. Consensus was that this would be an improvement anyone could take advantage of now or in the future. Committee members said if K.A.T. can pay for the materials the FM Committee was ok with KCFM staff performing the work.

3) Public Safety Center Generator Transfer Switch Repair
   • KCFM staff poured the pad today for the system last week. The electrician will be scheduled to install the system before the next FM Committee meeting in June.

4) Public Safety Center & Courthouse Security Upgrade RFP
   • The RFP was discussed with the State’s Attorney’s Office (SAO), Sheriff’s office and Facilities Management. The SAO went over the state statute for selecting architects and engineers.
   • Basically the statute says that Kendall County can solicit architects and engineers that have done business with Kendall County, without going to RFP. The A/E firms need to present their credentials to show why they can do this type of work. From that Kendall County could have them give presentations to the County Board and a firm could be selected to do the work intended in the proposed RFP after being selected and negotiating a contract for the work.
   • It was decided to move this to the next PSC & COW meetings to discuss before going to the entire County Board for consideration.

Report from meeting

Member Wehrli suggested that remaining funds from the PBC might be able to be used to help get this project completed. Jeff said part of the funding has to be for the jail and part for the Courthouse. Since this project would be for both facilities they would qualify if approved by the PBC. Members discussed the funding and Member Prochaska said he looked at the County budget and Kendall County has budgeted $1,925 million each year for two years. Consensus was that we need to go the next step and actually get a design and find out what the actual projected costs would be.
OLD BUSINESS/PROJECTS CONTINUED

5) Janitorial Contract Scheduled Increase
   • After reviewing the existing contract with the SAO it was determined that we have already extended for the two additional years allowed to be done in the contract. The contract also has language if the vendor wants to raise the cost during the contracted years. So, it cannot be extended again. It must be put out to bid in 2017. Jim has contacted the vendor and will be meeting with them this week to discuss proposed cost increases.

   • Item complete.

NEW BUSINESS/PROJECTS

1) Chairman's Report
   • Report on activities in the past month.

   Report from meeting

Chairman Davidson brought up the number of lightning strikes we have experienced at the Courthouse since it was expanded. He mentioned that we need to check the connection. Bob has talked to the original electrician at the Courthouse about this concern. Rick Konow from R&R Electric said that at one point the down wire was coiled up in the attic of the mechanical room and never connected to earth ground. Rick was not sure if that ever got connected years ago.

Director Smiley was also asked to bring a copy of the current years Facilities Management budget to date to the next FM Committee meeting in June since we are at the six month point. Bob wants to see how we are doing and see if anything needs to be adjusted, or if the Finance Committee needs to be made aware of anything.

2) Annual Emergency Notification Systems Test
   • The test is scheduled for this Friday May 8, 2015 at 3:00 p.m. All sites will get the notification on the computer screens that are active and logged into the network. All sites will get the audio message via overhead speakers and telephone sets with the exception of the Courthouse.
   • Presiding Judge McCann wants Jim to do the audio test in the morning before the courthouse is open and Tim is onsite; sometime in the future. The Highway department is not on our telephone system so they will only get the computer screen message.

3) Kluber 11 month warranty walkthrough
   • The walkthrough was completed April 28, 2015. The purpose of the walkthrough was to identify anything that needs to be corrected prior to the warranty expiration in June. Several items were identified and Kluber will be putting out a list to the Construction manager to fix.

4) County Office Building Flag and Sidewalk Light Replacements
   • The lights were failing. The covers were broken. The U. S. flag did not have a light shining directly on it at night. So, Jim purchased three bollard lights to replace the existing bollard lights. A light was also added to one of the bollards to shine up onto the flag. All of these lights are LED. So they are energy efficient as well.
   • Project complete.

5) Possible Lightning Damage at Courthouse
   • A couple of weeks ago we suspect another lightning strike occurred somewhere on the Government Center campus. The Animal Control data networking went down due to the lightning protection device being failed. We also had the fire panel at the Courthouse go into ground fault alarm. It was determined that a board went bad and a remote annunciator went bad during testing of the problem. The board and enunciator were replaced.
   • A backup of the programming was completed and the system is back in service.
   • Project complete.

6) Administration Office – New Budget Office
   • Chairman Shaw asked Jim to put together pricing to build a wall in the Administration office. This would create an office for Latreese to perform her job and meet with people for budgeting.
   • Jim put a drawing together for the space and worked with staff on the engineering side for electric, data, phone and H.V.A.C. needed to support this office. As soon as Jim completes putting the pricing together he will present it to Chairman Shaw and FM Committee Chairman Davidson.

7) Public Safety Center - Dock Door Replacement
   • The rolling overhead door that leads to the Jail kitchen failed and was beyond repair.
   • Jim contracted to have the door and operator replaced. Total cost $4,930.00
   • Project complete.

Report from meeting

Member Wehrli asked if we had ever gotten prices from Doors by Russ. Director Smiley said he had not and was not aware of them, but would check with them on the next project.
NEW BUSINESS/PROJECTS CONTINUED

8) States Attorney Office CapTel Phone Installation

- The SAO has an employee with a hearing issue that had a Dr. note saying she needs to have a phone that can have the conversation typed and displayed on a screen. Eric and Leslie asked Jim to research a solution. Jim found the phone recommended by the Dr. to be able to allow the employee to do most of her assigned duties. The phone is a single line analog phone with an internet connection for the typing portion. The cost of the phone was normally around $500.00 but Jim was able to purchase it for $35.00 including shipping. However it cost almost $300.00 to hook up. Since the conversation side of the phone did not go onto the data network Technology was ok with connecting it to the County data network. Jim was asked if anything could be done to allow the employee to be able to see and or hear the main SAO line when ringing. So, Jim had the phone put into the same pickup group as the main number.

- Project complete.

9) Review of Jail Procedures for ACA Accreditation

- Jail Commander Jennings asked Jim to review Jail procedures she needs to have in place for the program to be accepted by the Federal Government.

- The following was reviewed and adapted to meet what Cmdr. Jennings required:
  a) Certification the Jail meets the State of Illinois Water Act standards and provides proper waste disposal for the jail.
  b) Copy of the Pest Control Contract to show we have something in place to take care of Rodent and bug issues in the Jail.
  c) A copy of the work orders done in the Jail to make sure the Jail facility is being maintained properly.
  d) A copy of the regular trash and recycling contract.

- All of these items have been completed with the exception of the Pest Control contract.

- KCFM staff has contacted the Pest Control company to get a copy of their License. The contract is done on a monthly basis with new pricing provided at beginning of each year.

10) Mandated Elevator Pit Ladder Replacements

- Apparently a policy covering ladder specifications for elevator pits was put in place a while ago. This policy was never enforced until this year. Jim was unaware of the change until the inspectors started failing our elevators.

- Jim contracted with our elevator inspection company to do the work to get the Courthouse old section elevators into compliance.

- The five (5) newer elevators at the Courthouse also need to be changed to bring them into compliance.

- One exception may be the elevator in the Historic Courthouse. There is not room to move the wiring and nowhere to move the ladder. So we may need to see if we can get a variance on that elevator.

- Jim checked with Brian at PBZ and Fire Marshal Torrence at BKFD to see if we could get a variance in this. Brian only permits new elevators. Fire Chief Torrence said BKFD also had to change theirs, so nothing can be done. Cost for the two (2) completed already is $2,520.00.

- These repairs were unbudgeted as they were not known to be needed to be done when budgeting for 2015.

EXECUTIVE SESSION

Executive session was not required.

ADJOURNMENT

- Chairman Davidson asked for a motion to adjourn the meeting. Member Prochaska made a motion to close the meeting at 4:30 p.m. Member Wehrli 2d the motion. All members present voted aye via voice vote. Motion approved. Meeting adjourned by Chairman Davidson at 4:30 p.m.

Submitted by,
Jim Smiley
Facilities Management Director
KENDALL COUNTY, ILLINOIS
BUDGET & FINANCE COMMITTEE
Meeting Minutes
Thursday, May 14, 2015

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

Committee Members Present: Bob Davidson, Elizabeth Flowers, Matt Prochaska, John Purcell, Scott Gryder (arrived at 6:10 p.m.)

Others Present: Sheriff Dwight Baird, 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 Davidson to forward the approval of claims in an amount not to exceed $697,734.19, 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 of Business

➢ Tax Abatements for Business Expansions – Chair Purcell provided background information on abatements that the County has offered to large businesses in the past, and asked if the committee would be interested in offering tax abatements to other business owners for business expansion that would increase the value of the property. Discussion on parameters, guidelines, repayment percentages, and other taxing unit participation.

➢ Courthouse & Jail Security System Funding – The committee discussed the impending need for a replacement security system, and other equipment upgrades or replacements that will need to be made in the near future.

➢ Position Attrition Discussion – Discussion on the possible need for attrition when employees resign or retire. The committee will continue to discuss this item as they await word from the State legislation meetings regarding state budget cuts.

FY 2016 Budget and Levy Discussion – Discussion on the estimated deficit this year, the potential deficit for next year, possible budget cuts, Health Insurance increases, IMRF. Social Security, SLEP, the CPI and levies.

Old Business – None

Items for Committee of the Whole – None

Action Items for County Board

Approval of Claims in an amount not to exceed $697,734.19

Public Comment – None

Questions from the Media – None

Executive Session – None Needed

Adjudgment – Member Gryder made a motion to adjourn the Budget and Finance Committee meeting, second by Member Flowers. The meeting adjourned at 6:00 p.m.

Respectfully submitted,

Valerie A. McClain
Administrative Assistant/Recording Secretary
LABOR & GRIEVANCE COMMITTEE MINUTES
May 4, 2015
County Board Room

In the absence of Committee Chair Flowers, John Purcell filled the role as temporary chair and called the meeting to order at 05:39AM.

Committee members present: John Purcell, Judy Gilmour, Bob Davidson, Matt Prochaska
Committee members absent: Elizabeth Flowers
Others present: County Administrator Jeff Wilkins, Sheriff Dwight Baird

The agenda listed “Recommend Board approval to change regular committee meeting date and time to the last Monday of each month at 5:30pm”. Assistant State’s Attorney sent communication that she would not be available for Monday evening meeting. Consensus of the Committee was to seek Committee Chair Flower’s availability before making a recommendation.

Public comments: none

Questions from media: none

Executive session:
At 5:52pm, Member Prochaska made a motion to enter executive session according to 5 ILCS 120/2 (c) (1) The appointment, employment, compensation, discipline performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body, or against legal counsel for the public body to determine its validity; and 5 ILCS 120/2 (c) (2) Collective negotiating matters between public body and its employees or their representative, or deliberation concerning salary schedules for one or more classes of employees. Second by Member Davidson. 4-0 vote to enter executive session.

Committee entered open session at 7:21pm.

Recommendations for County Board: none

Member Davidson motioned to adjourn, second by Member Prochaska. 4-0 vote to adjourn at 7:22pm.

Respectfully submitted by Jeff Wilkins, County Administrator
Call to Order
The Committee of the Whole was called to order by County Board Chair John A. Shaw at 4:00 p.m., who led the group in the Pledge of Allegiance.

Roll Call

Board Members Present: Judy Gilmour – here, Dan Koukol – here, John Purcell – yes, Matthew Prochaska - aye, Jeff Wehrli - here, John Shaw - aye, Bob Davidson (arrived at 4:30 p.m.)

Board Members Absent: Lynn Cullick, Elizabeth Flowers, Scott Gryder

Others Present: Deputy Commander Joe Gillespie, Leslie Johnson, Undersheriff Harold Martin, Eric Weis, Jeff Wilkins

New Business

- **KenCom Intergovernmental Agreement (IGA) and discussion of County Participation Fees** – Leslie Johnson briefed the committee on the previous KenCom Agreement with the county from 2012, and the decision of the final approval of the union contracts, and the need for a new intergovernmental agreement prior to the beginning of union negotiations. Ms. Johnson reported that by providing free service, the State’s Attorney’s office saved KenCom over $110,000 for representation provided during the last negotiations. Ms. Johnson stated that under the inter-governmental agreement, the county contributes 1.775 million to KenCom annually. Discussion on services provided by the County treasurer’s office at no additional cost to KenCom, the fees collected by KenCom, and their actual expenditures. **There was consensus by the committee to have further discussions regarding this issue following the KenCom Executive Board meets next week.**

- **Selection Procedure for the Kendall County Public Safety Center and Courthouse Jail Security Systems Replacement Project** – Member Prochaska reported that this item was discussed at the Public Safety Committee, Illinois Local Government Professional Services Selection Act.

Assistant State’s Attorney Johnson reported that the State’s Attorney’s Office has been working with Public Safety and Facilities on the security upgrades. Ms. Johnson said there is another manner under the statute in which the county can work with engineer or architect to obtain a design system without having to use the RFP process. The other system is under the Local Government Professional Services Selection Act which allows the county the ability to work with an architect or engineer if it already has a pre-existing working relationship without competitive bidding, or the county can send out a public
notice to any architectural or engineering firm that has given the county notice that would like to be apprised of any county projects. The board can then review at any statements received in response from the firms that show interest, and then the firms can come in and do presentations to explain what services they can provide and what type of system they think will work. This allows the board to have more of back and forth question and answer session rather than a sealed bid where you can’t engage in discussion with the applicants. The top three are then selected, and so forth asking questions to assist in determining the most qualified candidate, and manage the cost. Ms. Johnson said when it actually comes time for the purchase of equipment and installation, which would then be sent out for competitive bids notifying potential bidders of exactly what is required. Ms. Johnson stated that this was the procedure used for the Courthouse expansion. Ms. Johnson said the next step would be to issue the notice to any engineers or architects that have filed a statement of qualifications with the county, and then publish a public notice with the local newspapers.

Chairman’s Report – None

Review Draft Board Agenda – Chairman Shaw asked the committee to review the draft agenda and make any changes or additions. No changes or additions necessary.

Public Comment – None

Questions from the Media – None

Items for the County Board - None

Adjournment – Member Prochaska moved to adjourn the Committee of the Whole meeting and the motion was seconded by Member Gryder. There being no objection, the Committee of the Whole was adjourned at 4:55p.m.

Respectfully submitted,

Valarie A. McClain
Administrative Assistant/Recording Secretary