

COUNTY OF KENDALL, ILLINOIS
BUDGET & FINANCE COMMITTEE
Meeting Minutes for Thursday, March 28, 2019

Call to Order

Committee Vice Chair Matt Kellogg called the Budget and Finance Committee to order at 5:02p.m.

Roll Call

Attendee	Status	Arrived	Left Meeting
John Purcell	ABSENT		
Amy Cesich	Present		
Audra Hendrix	Present		
Matt Kellogg	Yes		
Matthew Prochaska		5:04p.m.	

Staff Members Present: Latreese Caldwell

Approval of Agenda – Member Hendrix made a motion to approve the agenda, Member Cesich seconded the motion. **With three members present voted aye to approve the agenda, motion passed by a vote of 3-0.**

Approval of Claims – Member Hendrix made a motion and Member Cesich seconded the motion to forward for Approval, claims in an amount not to exceed \$887,380.41 and Coroner claims in an amount not to exceed \$6,287.15 to the County Board. **With four members voting aye, the claims were approved to forward to the County Board for final approval by a vote of 4-0.**

Department Head and Elected Official – Latreese Caldwell informed the committee that we received quarters 1, 2 and 3 of Kendall Area Transit DOAP funds, as well as Section 5311 funding. **After discussion, there was consensus by the Finance Committee to approve the Treasurer’s Office issuance of an ABC check for \$488,622.01 for the DeKalb County Voluntary Action Center. Ms. Caldwell explained this amount is the reimbursement for the deposit of DOAP payments for quarters 1, 2 and 3, and the Section 5311 payment for quarter 1 for \$658,622.01, less the \$170,000 advanced on March 1, 2019.**

Items from Other Committees – Member Kellogg reported that the first part of the TRANE contract funding for the Public Safety Center HVAC project was being sent with this claim cycle. Member Kellogg stated that the project is projected to be completed by June 1, 2019.

Items of Business

- *Senior Levy Funding Discussion* – Ms. Caldwell reviewed the committee’s previous discussion and agreement to increase the funds awarded for Senior Levy last year by 2.1 percent for an additional \$7,031.00. **There was consensus by the committee to take the additional funds of \$7,031 out of the general fund for FY2019, with a budget revision in October 2019.**
- *Health Department Funding Update* – Member Cesich and Member Purcell met with the full

Board of Health on March 19, 2019 to discuss a compromise or collaboration between the groups regarding the Health Department budget operation, the actual cost of Health Department employee benefits, and reimbursement to the County of Health Department Employee benefits. Member Cesich stated that the Board of Health members had questions including:

1. *How is the reimbursement/contribution amount determined?*
2. *What are the actual costs of benefits for the Health Department employees?*

Member Cesich also said that the Health Department requested the actual benefit cost report from the Treasurer's Office for review and discussion by the Board of Health.

Ms. Caldwell reminded the committee that the Health Department expressed their desire for their budget plan is for the County to:

1. *Provide the health Department the full levy amount*
2. *Not require any reimbursement or contribution to the County for Health Department Employee benefits*

Ms. Caldwell informed the committee that the Health Department currently only pays thirty-five (35) percent of the budgeted cost of health benefits for their employees.

The committee agreed there needs to be final discussion and a decision by the County Board in April or early May concerning the proposed Health Department budget, levy and reimbursement of employee benefits plan. **There was consensus by the committee for Member Kellogg to invite Dr. Palmer to the April 11, 2019 Finance meeting for further discussion between the County and the Board of Health on other options or suggestions from the Board of Health members.**

- *Animal Control Budget Revision* – Facilities Director Smiley shared the plans for the isolation area, dog viewing area, the addition of windows in the available dog area, the cat room, Kennel area and the Directors Office. Mr. Smiley also updated the committee on the HVAC project, LED pendent lighting and ceiling tile removal. Mr. Smiley proposed removing the tiles from the kennel area completely, and painting the ceiling to allow more openness, reduction of rodent activity in the ceiling tiles, and increased air circulation. Mr. Smiley estimated the cost of these improvements to be approximately \$90,000 - \$95,000. Member Cesich stated that the amount for revisions was originally budgeted at \$70,000 for the HVAC system, and that there was currently \$140,000 in the Animal Control capital fund. **There was agreement by the committee to increase the budget by \$25,000 to include the revisions to the facility, and to make a budget revision in October 2019. There was also agreement by the committee to use Animal Control funds to purchase an industrial strength power washer for the facility, and transfer any remaining balance of the Animal Control fund into the capital fund. Mr. Smiley will assist with the purchase of the power-washer to ensure it meets the needs for the facility.**

Public Comment – None

Questions from the Media – None

Items for Committee of the Whole – None

Items for the County Board

Approval Claims in an amount not to exceed \$887,380.41 and approval of Coroner claims in an amount not to exceed \$6,287.15

Executive Session – Not needed

Adjournment – Member Hendrix made a motion to adjourn the Budget and Finance Committee meeting, Member Cesich seconded the motion. **The meeting was adjourned at 5:35p.m. by a 4-0 vote**

Respectfully submitted,

Valarie McClain
Administrative Assistant and Recording Secretary