



COUNTY OF KENDALL, ILLINOIS
COMMITTEE OF THE WHOLE
 Thursday, January 15, 2026, at 4:00 p.m.
 Meeting Minutes

Call to Order and Pledge of Allegiance - The Committee of the Whole meeting was called to order at 4:08 p.m. by County Board Chairman Matt Kellogg who led the Committee in the Pledge of Allegiance to the American Flag.

Roll Call

Board Member	Status	Arrived	Left Meeting
Matt Kellogg	Here		
Scott Gengler	Here		
Zach Bachmann	Absent		
Brian DeBolt	Here		
Elizabeth Flowers		4:18 PM	
Dan Koukol	Here		
Jason Peterson	Here		
Ruben Rodriguez	Here		
Brooke Shanley	Here		
Seth Wormley	Here		

With eight (8) members present a quorum was established.

Staff Present: Christina Burns (County Administrator), Leslie Johnson (Director of Human Resources), Natalia Borowska (Management Analyst), Jennifer Breault (Finance & Budget Analyst), Taylor Cosgrove (Director of Animal control), Brianna Falk (Animal Control Officer), Jason Major (Public Defender), Bobby Richardson (Undersheriff), Jason Langston (KCSO Operations Commander), Dwight Baird (Sheriff), Eric Weis (States Attorney), & Matt Kinsey (Director & Chief Information Officer)

Others present: Ethan Kruger (WSPY)

Approval of Agenda – Member Rodriguez made a motion to amend the agenda Seconded by Member Gengler. With eight (8) members present voting aye, the motion was carried by a vote of 8 - 0.

Approval to Forward Claims to County Board – Motion made by Member DeBolt , seconded by Member Peterson to forward claims to the next County Board meeting. With eight (8) members present voting aye, the motion was carried by a vote of 8 - 0.

Committee Reports and Updates –

New Committee Business

A. Kendall Area Transit IL Downstate Operating Assistance (DOAP) Grant Financial Report June 30, 2025

Kendall County Auditor Mack & Associates conducted an audit of the Kendall Area Transit grants for the period from July 1, 2024, to June 30, 2025. The audit resulted in a clean audit opinion for all Kendall Area Transit grants. This signifies that, in the auditor's professional judgment, the financial reports fairly and accurately represent the revenues and expenses in all material respects.

Member Shanley made a motion to forward to County Board for approval. Second, by Member Gengler. With eight (8) members present voting, the motion was carried by a vote of 8 - 0.

B. Kendall Area Transit Section 5311 Grant Financial Report June 30, 2025

Kendall County Auditor Mack & Associates conducted an audit of the Kendall Area Transit grants for the period from July 1, 2024, to June 30, 2025. The audit resulted in a clean audit opinion for all Kendall Area Transit grants. This signifies that, in the auditor's professional judgment, the financial reports fairly and accurately represent the revenues and expenses in all material respects.

Member Koukol made a motion to forward to County Board for approval. Second, by Member DeBolt. With eight (8) members present voting, the motion was carried by a vote of 8 - 0.

C. Kendall Area Transit Coronavirus Aid, Relief, and Economic Security Act (CARES) Grant Financial Report June 30, 2025

Kendall County Auditor Mack & Associates conducted an audit of the Kendall Area Transit grants for the period from July 1, 2024, to June 30, 2025. The audit resulted in a clean audit opinion for all Kendall Area Transit grants. This signifies that, in the auditor's professional judgment, the financial reports fairly and accurately represent the revenues and expenses in all material respects.

Member Gengler made a motion to forward to County Board for approval. Second, by Member Wormley. With eight (8) members present voting, the motion was carried by a vote of 8 - 0 .

D. Discussion for approval of an on staff mental health practitioner for public safety personnel and internal program development paid in the amount of \$90,000 annually, plus benefits

Undersheriff Bobby Richardson spoke to the committee regarding the importance of having a dedicated mental health professional on staff for county employees. Currently, the Sheriff's Office contracts with a third-party provider, which has been effective thus far. The goal of hiring a full-time mental health practitioner is to ensure onsite availability, making it more convenient

for staff. Committee members expressed their support for this initiative and agreed that it would be a valuable benefit not only for the Sheriff's Office but for all county employees. She is currently accepting appointments at the courthouse in the law library.

Elizabeth entered the meeting at 4:18 PM.

Member Gengler made a motion to forward to County Board for approval. Second, by Member Rodriguez. With nine (9) members present voting, the motion was carried by a vote of 9 - 0 .

E. Kendall County Social Media Policy

Management Analyst, Natalia Borowska informed the committee that the Administration Department has created a social media policy to support responsible account management and consistent practices. This policy will help ensure that County social media channels remain valuable and dependable resources for the community.

Member Flowers made a motion to forward to County Board for approval. Second, by Member Peterson. With nine (9) members present voting, the motion was carried by a vote of 9 - 0 .

F. Agreement Between Kendall County and the Oswegoland Heritage Association On Display of Historic Artifacts in County Office Building Display Cases including an annual contribution to the Oswegoland Heritage Association in the amount of \$3,000

This ordinance authorizes an agreement between Kendall County and the Oswegoland Heritage Association to exhibit historic artifacts in the display cases of the recently renovated County Office Building. The agreement aligns with Kendall County's broader initiatives to promote civic engagement and showcase local history through a partnership with a reputable local historical organization.

Member Flowers made a motion to forward to County Board for approval. Second, by Member Peterson. With nine (9) members present voting, the motion was carried by a vote of 9 - 0 .

G. An Intergovernmental Agreement for Administrative, Human Resources and Financial Services between Kendall County and the Kendall County Forest Preserve District

County Administrator, Christina Burns informed the committee that the county currently has an intergovernmental agreement in place for technology and financial services through the county. The revised agreement includes provisions for human resources and/or general financial services, allowing for increased redundancy within the finance staff.

Member Shanley made a motion to forward to County Board for approval. Second, by Member Flowers. With nine (9) members present voting, the motion was carried by a vote of 9 - 0 .

H. Finance Director Job Description

County Administrator, Christina Burns spoke about the recent vacancy of the Deputy County Administrator, staff has reassessed overall organizational needs and is requesting a revision of the job description for the Finance Director position. The Deputy County Administrator's role was primarily focused on budget and financial management. The updated job description has been revised to more clearly outline specific fiscal responsibilities overseen by the County Board and reflects recent realignments of duties across the County, as well as the recommendation to establish a dedicated Finance Department.

Member Gengler made a motion to forward to County Board for approval. Second, by Member Wormley. With nine (9) members present voting, the motion was carried by a vote of 9 - 0 .

I. Revised Animal Control Office Assistant Job Description

County Administrator, Christina Burns explained to the committee that the Kendall County Animal Control Department currently employs a part-time Office Assistant responsible for assisting customers, maintaining Animal Control files, and managing records. The position is presently budgeted for 28 hours per week. Due to the ongoing increase in workload, staff recommend converting this role to full-time status. The updated job description reflects the change to full-time employment and includes minor adjustments to the responsibilities.

Member Shanley made a motion to forward to County Board for approval. Second, by Member Peterson. With nine (9) members present voting, the motion was carried by a vote of 9 - 0.

J. Revised Kendall County Organizational Chart and Headcount

HR Director Leslie Johnson informed the committee that the revised Kendall County Organizational Chart includes the following updates:

- Addition of the Highway Department and Assessments Office to the organizational structure;
- Inclusion of the Finance Department and Finance Director position;
- Reassignment of the Budget/Finance Analyst, Finance Analyst, and part-time Administrative Assistant from the Administration Department to the Finance Department;
- Addition of one (1) Systems Administrator position within the ICT Department, as previously approved in the FY2026 budget;
- Addition of a part-time HR Assistant to the HR Department, also previously approved in the FY2026 budget;
- Inclusion of a temporary, part-time HRIS Analyst in the HR Department, previously approved by the County Board; and
- Replacement of the current part-time Office Assistant with a full-time Office Assistant in the Animal Control Department.

Member Shanley made a motion to forward to County Board for approval. Second, by Member Flowers. With nine (9) members present voting, the motion was carried by a vote of 9 - 0.

- K. Approval of an amendment to the Kendall County Code adding Section 6-2 and Section 6-3 (Rabies inoculation and registration)

Animal Control Director, Taylor Cosgrove informed the committee that the proposed amendment would authorize the animal control director to issue rabies non-compliance citations. The code amendment reflects language previously used to grant the zoning administrator or their designee the authority to issue code citations. The primary objective is not to issue citations, but rather to establish an effective enforcement mechanism for compliance and to relieve the Sheriff's Office from sole responsibility for citation issuance.

Member Flowers made a motion to forward to County Board for approval. Second, by Member DeBolt. With nine (9) members present voting, the motion was carried by a vote of 9 - 0 .

- L. Approval of purchasing Nutanix cluster and licensing utilizing a public purchasing agreement between Presidio and the Illinois Department of Innovation and Technology for \$ \$137,347.42

Director of Technology, Matthew Kinsey informed the committee that Kendall County currently does not have a dedicated failover system in place, which can create operational challenges during scheduled maintenance and increases the risk of outages in the event of unexpected issues. This funded capital project will establish a Nutanix disaster recovery node to ensure true high availability across our virtualization environment. By utilizing a recently acquired node in conjunction with the new disaster recovery setup, we will increase our failover capacity from 75% to 100%, facilitating seamless maintenance and minimizing downtime concerns. This solution will enable the continued smooth operation of our services for over 420 county employees and allow us to perform system updates, hardware maintenance, and infrastructure upgrades without service interruptions.

Member Flowers made a motion to forward to County Board for approval. Second, by Member Shanley. With nine (9) members present voting, the motion was carried by a vote of 9 - 0 .

- M. Review of draft Strategic Plan priorities, mission, vision and values

County Administrator, Christina Burns discussed that over the past six months, the County has collaborated with the NIU Center for Governmental Studies to develop its inaugural strategic plan. The process included conducting employee surveys, holding stakeholder meetings, and facilitating a strategic planning workshop with County Board members and Department Heads. The workshop helped to identify specific priorities based on the initial data collection. Participants also developed themes and concepts for the draft mission, vision, and values. Over the past month, workshop participants were asked to prioritize these goals. This process resulted in draft documents that are now being presented for discussion.

Staff will work with the County Board to review and confirm priorities, make necessary adjustments, and prepare the strategic plan for final approval.

Members of the Committee of the Whole reviewed various options for the new Kendall County mission statement. Members showed a greater preference for Option 2 *“As trusted partners in public service, we deliver essential services with care, transparency, and accountability – protecting what makes our County special while supporting growth, innovation, and opportunity for all.”*

Members of the Committee of the Whole reviewed the Kendall County Vision Statement options and agreed to combine Option 1 *“Kendall County is a welcoming and forward-looking community where innovation meets tradition – balancing growth and open rural landscapes. The County connects people, places, and opportunities through strong infrastructure, sustainable development, and a shared commitment to fiscal responsibility.”* and Option 2 *“Kendall County is a community of connection and purpose – a welcoming place that fosters quality jobs, responsible growth, and accessible services that empower every resident to thrive in a safe, sustainable, and welcoming environment.”*

Members of the Committee of the Whole concurred with the Kendall County Core Values options provided by the NIU Center for Governmental Studies and are ready to proceed with them.

Members of the Committee of the Whole reviewed the prioritized strategic goals ranking, with a few adjustments, such as elevating “Develop and issue RFPs for the design and construction of priority facility improvements” to a higher medium priority for Short-Term Goals, and shifting “Encourage adoption and expansion of green and emerging technologies where feasible” from low priority to medium priority within the Long-Term Goals.

Old Committee Business – None

Department Head and Elected Officials Reports – None

Questions from the media – None

Chairman’s Report –

Appointments

Jennifer Kurka - Board of Health - Remainder of Term - Expires June 2026

Antoinette White – Resource Conservation – Remainder of Term – Expires November 2026

Justine Brummel – Drainage District (Raymond) – Remainder of Term – Expires September 2026

Terri Thompson – Drainage District (Rob Roy) – Remainder of Term – Expires September 2028

Scott Cryder – Lisbon-Seward Fire District – 3 Year Term – Expires January 2029

Christina Burns (Primary) - Upper Illinois River Valley Development Authority – 3 Year Term – Expires January 2029

Todd Volker (Alternate) - Upper Illinois River Valley Development Authority – 3 Year Term – Expires January 2029

Public Comment – Ethan Kruger shared that there will be a celebration of life for Larry Nelson on Monday January 19 at the Nelson Funeral Home in Yorkville at 6 pm.

Action Items for County Board

Consent Agenda

- Claims
- Kendall Area Transit IL Downstate Operating Assistance (DOAP) Grant Financial Report June 30, 2025
- Kendall Area Transit Section 5311 Grant Financial Report June 30, 2025
- Kendall Area Transit Coronavirus Aid, Relief, and Economic Security Act (CARES) Grant Financial Report June 30, 2025
- Discussion for approval of an on staff mental health practitioner for public safety personnel and internal program development paid in the amount of \$90,000 annually, plus benefits
- Kendall County Social Media Policy
- Agreement Between Kendall County and the Oswegoland Heritage Association On Display of Historic Artifacts in County Office Building Display Cases including an annual contribution to the Oswegoland Heritage Association in the amount of \$3,000
- An Intergovernmental Agreement for Administrative, Human Resources and Financial Services between Kendall County and the Kendall County Forest Preserve District
- Finance Director Job Description
- Revised Animal Control Office Assistant Job Description
- Revised Kendall County Organizational Chart and Headcount
- Approval of an amendment to the Kendall County Code adding Section 6-2 and Section 6-3 (Rabies inoculation and registration)
- Approval of purchasing Nutanix cluster and licensing utilizing a public purchasing agreement between Presidio and the Illinois Department of Innovation and Technology for \$ \$137,347.42

Executive Session – for the purpose of 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 DeBolt made a motion to enter executive session. The motion was seconded by Member Flowers. With all members present voting aye, the motion carried.

Chair Kellogg asked for a roll call to enter executive session. The committee entered into a closed session at 5:05 p.m.

Ruben Rodriguez	Yes
Brooke Shanley	Yes

Zach Bachmann	Absent
Brian DeBolt	Yes
Seth Wormley	Yes
Dan Koukol	Yes
Jason Peterson	Aye
Matt Kellogg	Yes
Scott Gengler	Yes
Elizabeth Flowers	Yes

Open session reconvened at 5:14 p.m.

Adjournment – Member DeBolt made a motion to adjourn the meeting, second by Member Peterson. With eight (8) members present voting aye, the meeting adjourned at 5:15 p.m.

Respectfully Submitted,

Nancy Villa
Executive Assistant