

COUNTY OF KENDALL, ILLINOIS
ECONOMIC DEVELOPMENT & ADMINISTRATION COMMITTEE
Meeting Minutes for Thursday, September 18, 2024 at 5:30 p.m.

Call to Order: The meeting was called to order by Committee Chair Elizabeth Flowers at 5:31 p.m.

Roll Call

Attendee	Status	Arrived	Left Meeting
Elizabeth Flowers	here		
Scott Gengler	here		
Dan Koukol	here		
Brooke Shanley	here		
Seth Wormley	absent		

With four (4) members present a quorum was established.

Staff Present: Christina Burns, Latreese Caldwell, Jennifer Karales, Matt Asselmeier, Roger Bonuchi, Taylor Cosgrove, Todd Volker, Brianna Falk

Approval of Agenda – Member Shanley made a motion to approve the agenda, second by Member Koukol. **With four (4) members voting aye, the motion was carried by a vote of 4 - 0.**

Approval of Minutes – Member Gengler made a motion to approve the August 29, 2004 Committee Meeting minutes, second by Member Shanley. **With four (4) members voting aye, the motion was carried by a vote of 4 - 0.**

Committee Reports and Updates

- A. Animal Control Department Update** – County Administrator Christina Burns gave the Animal Control update to the committee and referred to page five of the packet for the monthly reports. She informed the committee that Animal Control Director Taylor Cosgrove has been dealing with a cat hoarding situation, that included the impounding of 36 cats with more in the residence that still need to be captured. All the cats will need medical examinations, including spay/neutering along with vaccinations. AC has set-up a temporary space in the garage to house all of the cats but are reaching out to rescue organizations and veterinary clinics for help in the care and housing. Additionally, AC has been called to investigate another possible cat hoarding situation and received sixteen more kittens that were abandoned in Newark. Animal Control has added to new staff members to its team. All HVAC, swipe card entrance and panic button upgrades have been completed.
- B. Emergency Management Agency Update** – Director of Emergency Management Roger Bonuchi gave a monthly report update to the committee. EMA recently swore in another volunteer that had finished all the requirements. Mr. Bonuchi was able to procure radios and funding for the software that they needed.
- C. Revolving Loan Status Update** – Financial Analyst Jennifer Karales provided the committee with an update on the status of the Revolving Loans (pg. 14). Not included on the report was a payment made by Camp Muddy Paws.
- D. Economic Development Update** – Todd Volker, the Economic Development Coordinator, pointed the committee to page 15 of their packet for his monthly updates. He's currently busy organizing events for October's Manufacturing Month. In November, there will be several workshops focused on Business Succession, which will be split into two parts. Due to the success of the first job fair, a second one is scheduled for October 16th. Additionally, there will be a joint conference with Kane and DuPage counties about exporting. This event will take place at the DuPage International Trade Center at the College of DuPage and will be free for everyone to attend.

E. KAT Update - Financial Analyst Jennifer Karales presented an update on the Kendall Area Transit (KAT) program to the committee, referencing page 21 of the packet. Ridership data shows that only 43 rides in July and 45 rides in August were turned away due to capacity, with approximately 3000 rides given each month. KAT also welcomed a site visit from the Federal Transit Administration (FTA), during which they assessed the buses and facilities, as well as conducted inquiries with VAC and PCOMM. The FTA concluded their review with no additional findings, indicating a satisfactory evaluation of the assessed areas.

New Committee Business

A. Discussion of Animal Control Ordinance – No discussion on this topic at this meeting, Director of Animal Control Taylor Cosgrove will have the ordinance ready for the next meeting.

B. Approval of Resolution Adopting Illinois Emergency Management Mutual Aid System

Member Shanley made a motion for Approval of Resolution Adopting Illinois Emergency Management Mutual Aid System to forward to County Board meeting, second by Member Koukol. **With four (4) members voting aye, the motion was carried by a vote of 4 - 0.**

Director of Emergency Management Roger Bonuchi briefed the committee on the IEMMAS resolution, this formalized document promotes the sharing of people and resources across jurisdictional boundaries.

C. Approval of 2025 REP Nuclear Grant Agreement

Member Koukol made a motion for the Approval of 2025 REP Nuclear Grant Agreement to forward to County Board meeting, second by Member Shanley. **With four (4) members voting aye, the motion was carried by a vote of 4 - 0.**

Director of Emergency Management Roger Bonuchi briefed the committee on the 2025 REP Nuclear Grant Agreement. The Radiological Emergency Preparedness (REP) grant is a state funded preparedness program intended to support local government planning, training and exercise requirements associated with, off-site disaster response and recovery from a nuclear power plant accident. This agreement outlines the rules and expectations that need to be followed to receive this grant. Grants are made primarily to local government entities located within the 10-mile Emergency Planning Zone. Mr. Bonuchi is looking for approval of the REP grant agreement between the State of Illinois, IEMA-OHS and the County of Kendall effective July 1, 2024, through June 30, 2025, in the amount not to exceed \$23,583.

D. Approval of Memorandum of Understanding KenCom Executive Board/Kendall County Emergency Phone Service and Communications Board and Kendall County Emergency Management Agency Regarding Encryption Key

Member Shanley made a motion for Approval of Memorandum of Understanding KenCom Executive Board/Kendall County Emergency Phone Service and Communications Board and Kendall County Emergency Management Agency Regarding Encryption Key and forward to next County Board meeting, second by Member Gengler. **With four (4) members voting aye, the motion was carried by a vote of 4 - 0.**

Director of Emergency Management Roger Bonuchi briefed the committee on the need for the MOU. This request is for the ability to communicate with the Sheriff's department, the P25 digital protocol is being used by the Sheriff's department and this allows KenCom to keep the communication with them. The encryption key will be installed by the vendor.

Old Committee Business

A. Discussion and Approval of Kendall Area Transit Logo

Financial Analyst Jennifer Karales presented updated options for the KAT logo to the committee and directed them to page 80 of the packet. It was the consensus of the committee that the logo numbered #20 on page 80 is the approved logo.

B. Discussion of Made in Kendall Recognition Program

Discussion by the committee centered around the language of the definition of “community maker” and could this be clarified. Christina Burns and Todd Volker were able to clarify that category. The promotion of the “Made in Kendall” will be made through the distribution of emails, the Chambers of Commerce, social media, and website. Economic Development Coordinator Todd Volker is looking into sponsorship dollars to fund advertisement for the awards recognizing the businesses. The committee agrees to the program guidelines as written.

C. Discussion of Economic Development Priorities

County Administrator Christina Burns invites the committee for their feedback on priorities and what they would like to see in the Economic Development programs.

Chairman’s Report – Chair Flowers has thanked everyone for their work on this committee especially through the busy budget season.

Public Comment – None

Executive Session – None

Items for the Committee of the Whole Meeting – None

Action Items for County Board

- Approval of Resolution Adopting Illinois Emergency Management Mutual Aid System
- Approval of 2025 REP Nuclear Grant Agreement
- Approval of Memorandum of Understanding KenCom Executive Board/Kendall County Emergency Phone Service and Communications Board and Kendall County Emergency Management Agency Regarding Encryption Key

Adjournment – Member Shanley made a motion to adjourn, second by Member Gengler. **With four (4) members present in agreement; the meeting was adjourned at 6:13 p.m.**

Respectfully submitted,
Sally A. Seeger
Administrative Assistant