



**COUNTY OF KENDALL, ILLINOIS  
COMMITTEE OF THE WHOLE  
Thursday, December 12, 2024, at 4:00 PM  
Meeting Minutes**

**Call to Order and Pledge of Allegiance** - The Committee of the Whole meeting was called to order at 4:30 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		4:18 p.m.	
Zach Bachmann	Absent		
Brian DeBolt	Here		
Elizabeth Flowers		4:13 p.m.	
Dan Koukol	Here		4:49 p.m.
Jason Peterson		4:12 p.m.	
Ruben Rodriguez	Here		
Brooke Shanley	Here		
Seth Wormley	Here		

**With six (6) members present a quorum was established.**

**Staff Present:** Christina Burns, Latreese Caldwell, Jennifer Breault, Leslie Johnson, Dan Polvere, Luke Prisco, Jim Webb, Levi Gotte

**Approval of Agenda** – Member DeBolt made a motion to amend the agenda Seconded by Member Wormley. **With six (6) members present voting aye, the motion was carried by a vote of 6 - 0.**

**Approval to Forward Claims to County Board** – Motion made by Member DeBolt, seconded by Member Wormley to forward claims to the next County Board meeting. **With six (6) members present voting aye, the motion was carried by a vote of 6- 0.**

**Committee Reports and Updates** - None

**New Committee Business**

- A. Motion to Forward to County Board: Resolution for Maintenance Under the Illinois Highway Code appropriating \$500,000 for the purchase of bulk rock salt and general maintenance of highways

Mr. Kellogg informed the committee that this is an annual contract that the highway department engages in each year.

Member DeBolt made a motion to forward to the next County Board, Seconded by Member Rodriguez. **With Six (6) members present voting aye, the motion was carried by a vote of 6-0.**

B. Motion to Forward to County Board: An Ordinance for the Establishment of Altered Speed Zones in Whitetail Ridge Subdivision

This item was referred to the committee of the whole due to the absence of established committees as of today. Committee members discussed the current speed limits in the area and would like to present this to the county board under committee reports for further discussion with the highway engineer.

Member DeBolt made a motion to forward to the next County Board, Seconded by Member Rodriguez. **With six (6) members present voting aye, the motion was carried by a vote of 6-0.**

C. Motion to Forward to County Board: Discussion of an agreement with Fox Fiber for reimbursement of eligible expenditures not to exceed \$80,000

As part of the County's initiative to establish a public broadband network, a not-for-profit corporation, Fox Fiber NFP, has been created. Fox Fiber will serve as the network owner and developer until all outstanding debt is settled, at which point ownership of the network will be transferred back to the County. Staff is currently in the process of drafting the necessary legal agreements for the program and conducting a comprehensive financial analysis. Given that Fox Fiber operates as a separate entity from the County and has its own Board of Directors, it is appropriate for Fox Fiber to engage its own legal counsel and potentially a financial adviser. This agreement will enable the County to reimburse Fox Fiber for these professional services until the financing is finalized, after which Fox Fiber will have separate funds to manage these costs. Similar to the Predevelopment Agreement with Pivot Tech, this arrangement also allows the County to recover these expenditures from Fox Fiber at a later date.

Member Rodriguez made a motion to forward to the next County Board, Seconded by Member DeBolt. **With six (6) members present voting aye, the motion was carried by a vote of 6-0.**

D. Discussion of Opioid Application

Jennifer Breault, Finance & Budget Analyst, directed the committee to page 15 in the packet. The Coroner's office is requesting funding for FY25 in the amount of \$3,700 for their Drug Take-Back event, as well as for travel and training expenses related to the Overdose Fatality Review Team Training. Levi Gotte, Chief Deputy Coroner, also addressed the committee and provided a summary of the rationale for the request.

Member Flowers entered the meeting at 4:14pm.

E. Discussion of American Rescue Plan Act Funds

Jennifer Breault, Finance & Budget Analyst, directed the committee to pages 16 and 17 of the packet. The documents provide an overview of the American Rescue Plan Act (ARPA). As of November, there remains a balance of \$1,206,825, which has already been allocated. The ARPA Municipalities overview presents the remaining balance for each municipality.

- F. Motion to Forward to County Board: Discussion of a contract with Cordogan Clark and Associates to award a bid for miscellaneous HVAC renovations to 1 Source Mechanical Inc. in an amount not to exceed \$949,899

Miscellaneous HVAC Renovations Project include:

Health & Human Services

- Remove & Replace Roof-top Unit 1 (controls heating & cooling for 1st floor of HHS)
- Remove & Replace Roof-top Unit 2 (controls heating & cooling for 2nd floor of HHS)

Courthouse

- A/C Unit 4: Temperature control for the server room in the judicial hallway
- A/C Unit 5: Temperature control for the UPS room and breaker panels in the basement.
- (9) Variable Air Volume Units: Courtrooms 111,112, and 113 (three per courtroom).
- New Split system: This split system will be located on the second floor of the courthouse and will supply the temperature control for the second floor's new IT core server room.

Public Safety Center

- Walk-in Cooler and Freezer for the Public Safety Center Jail Kitchen

The Kendall County Miscellaneous HVAC Renovations project was publicly advertised for bidding on November 7, 2024. Over 20 trade contractors were notified and invited to participate, resulting in 10 contractors attending our Pre-Bid walkthrough on November 14, 2024. At the bid opening on November 22, 2024, staff received six bids, which were opened, read aloud, and recorded as detailed in the attached official Bid Tabulation document. The lowest responsive and responsible bidder was 1 Source Mechanical Inc., with a base bid including alternates totaling \$880,380.

Cordogan Clark has conducted a project scope review with 1 Source Mechanical Inc. to confirm their complete understanding and acceptance of the terms and conditions, and they have duly executed the project scope review sheets. Additionally, Cordogan Clark has reviewed their qualification statement and references and is satisfied that they meet our recommended standards. Therefore, staff recommend that 1 Source Mechanical Inc. be awarded the Miscellaneous HVAC Renovations project for \$880,380 as cited above.

The project will also include a contingency of 5%, amounting to \$44,019, to account for any potential unforeseen work. Consequently, the total project value, inclusive of contingency, limited Construction Management Site Supervision, CM & AE Fees, and other reimbursables, is \$949,899, as outlined in the attached Bid Analysis & Budget Sheet.

Costs are allocated between ARPA funds for the HVAC renovations and the jail commissary funds for the walk-in cooler and freezer for the Public Safety Center.

Member DeBolt made a motion to forward to the next County Board, Seconded by Member Peterson. **With six (6) members present voting aye, the motion was carried by a vote of 6 -0.**

- G. Motion to Forward to County Board: Discussion of Contingency Reduction #11 Total of \$5,222 with revised contract amounts as follows: Lite Construction \$2,243,866 (\$6,187 -\$2,570 Credit = \$3,617 Increase); Plainfield Grading \$630,904 (\$3,000 Credit); Premium Concrete \$777,509 (\$9,000 Increase); Abbey Paving \$412,566 (\$605 Increase); Twin Oaks Landscaping \$96,534 (\$5,000 Credit)

Dan Polvere updated the committee on the Contingency Reduction #11 which includes

1. Credit unused allowance from Lite Construction
2. Material and Labor regarding Installation of IT Storage Cabinets in Basement
3. Credit unused allowance from Plainfield Grading
4. Demolition at (2) basement doors & architectural finish applied to walls
5. Re-staking of the curb in the North lot
6. Credit unused allowance from Twin Oaks Landscaping

The total request for Contingency Reduction #11 is \$ 5,222 with revised contract amounts as follows.

- Lite Construction: \$2,243,866 (\$ 6,187 - \$2,570 credit = \$3,617 increase)
- Plainfield Grading: \$ 630,904 (\$ 3,000 credit)
- Premium Concrete: \$ 777,509 (\$ 9,000 increase)
- Abbey Paving \$ 412,566 (\$ 605 increase)
- Twin Oaks Landscaping: \$ 96,534 (\$ 5,000 credit)

The current available contingency is \$ \$14,980.

Member DeBolt made a motion to forward to the next County Board, Seconded by Member Gengler. **With nine (9) members present voting aye, the motion was carried by a vote of 9-0.**

- H. Motion to Forward to County Board: Discussion of a three-year contract with Trane U.S. Inc. for Trane Building Automation Systems for the Kendall County Courthouse, Public Safety Center and Health and Human Services buildings with a total cost of \$50,072.19 (\$16,690.73 per year)

Luke Prisco, Assistant Director of Facilities Management, spoke about the Trane Building Automation System (BAS). This system is a proprietary system that has been in operation at the John St. Campus for over 20 years. All software updates, subscription license renewals, parts procurement, and service must be conducted by Trane and performed by certified Trane technicians. Consequently, the following scope of work could not be competitively bid.

Scope of Work: The Annual Trane Service Agreement for BAS systems at the Courthouse, Public Safety Center, and Health & Human Services buildings will encompass on-site and remote inspections of building automation control systems, software updates and subscription license renewals, training for staff on BAS controls, review and modifications of graphics due to new equipment, database backups, and priority response for services.

Member Wormley made a motion to forward to the next County Board, Seconded by Member DeBolt. **With nine (9) members present voting aye, the motion was carried by a vote of 9-0.**

I. Motion to Forward to County Board: Discussion of Phase 2 County Office Building Renovations and Bid Documents with a total project costs of \$9,905,208

Rick Krishel provided the committee with an update on the bidding for the Phase II County Office Building Renovation project, scheduled for October 31, 2024. More than 850 Trade Contractors were notified and invited to participate in the bidding process. On the bid opening date of November 26, 2024, staff received multiple bids for Bid Packages 1, 3, 5, 6, 7, 8, 9, and 10. Unfortunately, staff did not receive a sufficient number of qualified proposals for Bid Package 2 (structural steel) to proceed with an opening at that time, and thus, this package was not read aloud or recorded. To facilitate competitive pricing, the bid due date for this package was extended. The final bid opening for Bid Package 2 took place on December 5, 2024, during which we received the necessary pricing for the remaining package.

The following are the lowest responsive and responsible bidders recommended by Cordogan Clark for contract awards, along with the respective contract values after value engineering and various adjustments:

- Bid Package 1 – General Trades – Lite Construction at \$2,581,470
- Bid Package 2 – Structural Steel – Guardian Steel at \$397,000
- Bid Package 3 – Asphalt, Pavers, & Site Concrete – Abbey Paving at \$246,970
- Bid Package 4 – Glass & Glazing Systems – CMM Group at \$814,371
- Bid Package 5 – Flooring – TSI Commercial Flooring at \$597,635
- Bid Package 6 – Fire Protection – Nelson Fire Protection at \$165,279
- Bid Package 7 – Plumbing – Omega Plumbing at \$297,500
- Bid Package 8 – Mechanical – Artlip & Sons at \$876,300
- Bid Package 9 – Electrical – AWF, Inc. at \$1,022,000
- Bid Package 10 – Landscaping – ASE Illini-Scapes at \$56,692

Additionally, the overall project will include a general contingency managed by Cordogan Clark (CC) to address any unforeseen items that may arise. Staff recommends allocating a construction contingency of 5%, amounting to \$379,611. Furthermore, an allowance of \$140,000 has been incorporated into the project cost analysis for security systems, access controls, and panic devices for future procurement. Consequently, the total value of the Kendall County Phase Two Office Building, including contingency and miscellaneous soft costs, amounts to \$9,920,889.

Committee members reviewed the overall cost of the project in comparison to the initial cost figure that was presented to the committee last year. Offices are anticipated to move to the temporary office space during the first week of January, with construction scheduled to begin shortly thereafter.

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

## J. Motion to Forward to County Board: 2025 Kendall County Illinois Meeting Schedule

The committee received an updated copy of the 2025 Kendall County Illinois Meeting Schedule. The only change is that the Historic Preservation Commission will now convene at 5:30 PM.

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

### **Old Committee Business- None**

**Department Head and Elected Officials Reports** –Undersheriff Bobby Richardson gave the committee an update on agenda item B. Highway Engineer plans to be at the County Board to answer any questions regarding the Ordinance for the establishment of Altered Speed Zones in Whitetail Ridge Subdivision.

**Public Comment** – None

**Questions from the Media** – None

### **Chairman's Report –**

A. Kendall County Board Committee Assignments, Committee Chairman, and Liaisons

### **APPOINTMENTS**

Megan Andrews – Board of Health – Remainder of term Expires September 2025

### **Action Items for County Board**

#### **Consent Agenda**

- Approval of Claims
- Approval of A Resolution for Maintenance Under the Illinois Highway Code appropriating \$500,000 for the purchase of bulk rock salt and general maintenance of highways
- Approval of Agreement with Fox Fiber for reimbursement of eligible expenditures not to exceed \$500,000
- Approval of A contract with Cordogan Clark and Associates to award a bid for miscellaneous HVAC renovations to 1 Source Mechanical Inc. in an amount not to exceed \$949,899
- Approval of Contingency Reduction #11 Total of\$5,222 with revised contract amounts as follows: Lite Construction \$2,243,866 (\$6,187 -\$2,570 Credit = \$3,617 Increase); Plainfield Grading \$630,904 (\$3,000 Credit); Premium Concrete \$777,509 (\$9,000 Increase); Abbey Paving \$412,566 (\$605 Increase);Twin Oaks Landscaping \$96,534 (\$5,000 Credit)
- Approval of A three-year contract with Trane U.S. Inc. for Trane Building Automation Systems for the Kendall County Courthouse, Public Safety Center and Health and Human Services buildings with a total cost of \$50,072.19 (\$16,690.73 per year)
- Approval of Phase 2 County Office Building Renovations and Bid Documents with a total project costs of \$9,905,208
- Approval of Kendall County Illinois Meeting Schedule

#### **Standing Committee Reports**

- Approval of An Ordinance for the Establishment of Altered Speed Zones in Whitetail Ridge Subdivision

**Executive Session-** for the purpose of (1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act. (2) Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. (11) 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, second by Member Peterson. **With nine (9) members present voting, the motion was carried 8-1.**

Board Member	Status
Zach Bachmann	Absent
Seth Wormley	Yes
Scott Gengler	Yes
Ruben Rodriguez	Yes
Matt Kellogg	Yes
Jason Peterson	Yes
Elizabeth Flowers	Yes
Dan Koukol	Abstained
Brooke Shanley	Yes
Brian DeBolt	Yes

Mr. Koukol left the meeting at 4:49pm

Open session reconvened at 5:12pm.

**Adjournment** – Member DeBolt made a motion to adjourn the meeting, second by Member Peterson. **With nine (8) members present voting aye, the meeting adjourned at 5:12p.m.**

Respectfully Submitted,

Nancy Villa  
Executive Administrative Assistant