

KENDALL COUNTY PLANNING, BUILDING & ZONING COMMITTEE
Kendall County Historic Court House
Court Room
110 W. Madison Street, Yorkville, Illinois
6:30 p.m.
Meeting Minutes of June 9, 2025

CALL TO ORDER

The meeting was called to order by Chairman Wormley at 6:30 p.m.

ROLL CALL

Committee Members Present: Brian DeBolt, Dan Koukol, and Seth Wormley

Committee Members Absent: Elizabeth Flowers and Ruben Rodriguez

Also Present: Matthew H. Asselmeier, Director, Wanda A. Rolf, Office Assistant, Lily Smogor, Intern

APPROVAL OF AGENDA

Member DeBolt made a motion, seconded by Member Koukol, to approve the agenda as presented. With a voice vote of three (3) ayes, the motion carried.

APPROVAL OF MINUTES

Member Koukol made a motion, seconded by Member DeBolt, to approve the minutes of the May 21, 2025, meeting. With a voice vote of three (3) ayes, the motion carried.

NEW BUSINESS:

Introduction of Planning, Building and Zoning Department Intern Lily Smogor

Mr. Asselmeier introduced Lily Smogor. Ms. Smogor is the Department's Intern. Ms. Smogor introduced herself and stated she is from Yorkville and is attending The University of Wisconsin-Madison. Ms. Smogor is studying Environmental Studies and Political Science. She will be with the Department until the middle of August.

PUBLIC COMMENT

None

Expenditure Report

Review of Expenditures from May 2025

The Committee reviewed the Expenditure Report.

Six Month PBZ Financial Report Review

The Committee reviewed the six (6) month financial report and escrow report.

PETITIONS

None

NEW BUSINESS:

Review of Annual NPDES Survey

Mr. Asselmeier summarized the request.

Every year at the end of June or beginning of July, Kendall County sends an NPDES survey to the townships.

WBK reviewed the survey and suggested changing the first question under Pollution Prevention to add a reference to road district operations. Question 3 in the same section was slightly re-worded. In Question 5 under the same section, stormwater pollution was added.

The revised survey incorporating WBK's suggestions was provided.

Member Koukol made a motion, seconded by Member DeBolt, to approve the NPDES survey to the townships.

The votes were as follows:

Yeas (3): DeBolt, Koukol, and Wormley

Nays (0): None

Abstain (0): None

Absent (2): Flowers and Rodriguez

The motion carried.

The survey will be sent at the end of June with a submittal deadline for the end of July.

Approval of an Intergovernmental Agreement between the Village of Plattville and the County of Kendall to Administer the County's Ordinances for Zoning, Building Code, Subdivision Control, Comprehensive Plan, and Stormwater Management within the Jurisdiction of the Village of Plattville for a Term of One (1) Year in the Amount of \$1.00 Plus Associated Costs Paid by the Village of Plattville to the County of Kendall

Mr. Asselmeier summarized the request.

The Intergovernmental Agreement between Kendall County and the Village of Plattville expires in June.

Since July 1, 2024, seven (7) inspections occurred in Plattville.

Other than the dates and correcting the County's address from Fox Street to John Street, no changes to the agreement are proposed.

The Village of Plattville approved the Agreement at their meeting on May 19, 2025.

Chairman Wormley asked if the term of the Intergovernmental Agreement can be

extended longer than one (1) year to correspond with the length of time included in the Intergovernmental Agreement with the Village of Millbrook. Mr. Asselmeier stated he would look into it and let Chairman Wormley know.

Member Koukol made a motion, seconded by Member DeBolt, to recommend approval of the Agreement.

The votes were as follows:

Yeas (3): DeBolt, Koukol, and Wormley
Nays (0): None
Abstain (0): None
Absent (2): Flowers and Rodriguez

With a voice vote of three (3) ayes, the motion carried.

The proposal goes to the County Board on June 17, 2025.

Approval of a Contract for Plumbing Inspections Between Kendall County and Mayer Construction, LLC, D.B.A. Mayer Plumbing, LLC

Mr. Asselmeier summarized the request.

The contract between Kendall County and Mayer Construction, LLC, D.B.A. Mayer Plumbing, LLC for plumbing inspections expires near the end of June.

The proposed contract is for a period of one (1) year with the option of subsequent one (1) year renewals.

The only proposed amendments are changing the addresses of the Planning, Building and Zoning Department and County Administrator to 807 West John Street in term #26.

The rest of the contract remains unchanged.

Member Koukol made a motion, seconded by Member DeBolt, to recommend approval of the contract between Kendall County and Mayer Construction, LLC, D.B.A. Mayer Plumbing, LLC.

The votes were as follows:

Yeas (3): DeBolt, Koukol, and Wormley
Nays (0): None
Abstain (0): None
Absent (2): Flowers and Rodriguez

The motion carried.

The proposal goes to the County Board on June 17, 2025.

OLD BUSINESS:**Update on the Comprehensive Plan Update Project**

Mr. Asselmeier reported the next workshop meeting of the Comprehensive Land Plan is on June 17, 2025 at The Newark Public Library.

Update on Stormwater Permit at 13039 McKanna Road (PIN: 09-09-100-002) in Seward Township

The Committee reviewed a letter from WBK Engineering requesting additional information on some items submitted by the engineers for 13039 McKanna Road. A response should occur in the near future.

Updates on Amendments to the County-Wide Stormwater Management Ordinance Division of the Kendall County Code

The Committee reviewed an email from Erin Conley to FEMA regarding some changes and clarifications requested by FEMA.

Follow-Up on the May 31, 2025, Meet the Code Official Event

The Committee reviewed an email from Brian Holdiman stating that three (3) people attended the event.

REVIEW PRE-VIOLATION AND VIOLATION REPORT:

The Committee reviewed the report.

UPDATE FROM HISTORIC PRESERVATION COMMISSION:

The Committee reviewed the save-the-date information for the July 21, 2025, at 5:30 p.m., at the Ellis House and Equestrian Center meeting. Mr. Asselmeier stated Dave Guritz will speak about the history of the Ellis House. Ken Itle will speak about the structure surveys in Na-Au-Say and Seward Townships and how to landmark cemeteries.

REVIEW PERMIT REPORT:

The Committee reviewed the report.

REVIEW REVENUE REPORT:

The Committee reviewed the report.

CORRESPONDENCE

None

COMMENTS FROM THE PRESS:

None

EXECUTIVE SESSION

None

ADJOURNMENT:

Member Koukol made a motion, seconded by Member DeBolt, to adjourn. With a voice vote of three (3) ayes, the motion carried.

Chairman Wormley adjourned the meeting at 6:45 p.m.

Minutes prepared by Wanda A. Rolf, Part-Time Office Assistant