



Kane County

KC Administration Committee

Meeting Minutes

Government Center
719 S. Batavia Ave., Bldg. A
Geneva, IL 60134

KIOUS, Juby, Berman, Davoust, Ford, Gumz, Young, ex-officios Pierog (County Chair) and Tepe (County Vice Chair)

Wednesday, December 13, 2023

10:00 AM

County Board Room

1. Call To Order

Chairman Kious called the meeting to order at 10:00 AM.

2. Roll Call

PRESENT:	Board Member Chris Kious, Dale Berman, Mark Davoust, Michelle Gumz, David Young and Corinne M. Pierog
REMOTE:	Board Member Leslie Juby and Vern Tepe
ABSENT:	Ron Ford

Also present: Co. Bd. members Allan*, Lewis, Molina*, Roth; ITD/BLD Exec. Dir. Fahnestock & staff Thompson, Lasky, Files, Braski, Roff, Clark, Peters; ASA Cermak, Spec. ASA Shepro; Fin. Exec. Dir. Hopkinson; KCAC Admin. Youngsteadt*; Environ. & Water Res. Dir. Wollnik & staff Linke; and members of the press and public.

3. Remote Attendance Requests

Chairman Kious announced the remote attendance requests for today's meeting. He asked the Committee if there were any objections to Committee Member Juby attending today's meeting remotely. There were no objections.

4. Approval of Minutes: November 15, 2023

RESULT:	APPROVED BY UNANIMOUS CONSENT
MOVER:	Dale Berman

5. Finance Report

A. Monthly Finance Reports

Chairman Kious stated the monthly financial reports were on file. No additional report was made.

6. Public Comment (Agenda Items)

None.

7. Facilities Master Plan Update (Jason Dwyer, Wight & Co.)

BLD staff Files provided an update on the Facilities Master Plan. She stated that they have continued to address the Committee's concerns and suggestions. Files hopes to present the final draft of the Facilities Master Plan at the January Committee of the Whole meeting. She stated that the County's financial situation was reviewed and considered to help develop alternatives.

8. Executive Director's Report (R. Fahnestock)

ITD/BLD Exec. Dir. Fahnestock provided his Executive Director's report. He spoke on the upcoming resolutions. He addressed the list of proposed capital projects. He stated that it has been challenging trying to prioritize the capital projects. Fahnestock explained that every project goes through a process: initiation, build a proposal, bring to committee for approval, execution, closing. The list summarizes the 26 projects that are planned for FY24. Fahnestock spoke on the contents of the Capital Project's Program list. He noted that the Sheriff's ADA Ramp was not completed in FY23. He will be looking to rollover funding into FY24 to complete this project. He spoke on the bids for Kane County's Animal Control generator. The generator was not in the financial plan for FY24. Fahnestock explained that Animal Control is a special revenue funded department and cannot financially support this large cost. He noted that this project has not been approved, but is in the planning stage of the process. Fahnestock addressed a capital project that was not included on the list, due to lack of direction. The State's Attorney's Office is looking to add two vehicles to the capital projects budget for their investigative unit. Fahnestock explained that the capital projects listed will be what the Committee will be approving with the upcoming resolution. He wanted to provide this list to ensure the Committee is informed on the process. Fahnestock addressed questions and comments from the Committee. Discussion ensued. (Committee Member Davoust arrived in-person at 10:13 a.m.)

9. Building Management (H. Thompson)**A. Authorizing Capital Projects from the Capital Fund**

KC Finance and Budget Committee

RESULT:	MOVED FORWARD BY ROLL CALL VOTE
TO:	KC Finance and Budget Committee
MOVER:	Dale Berman
SECONDER:	Mark Davoust
AYE:	Chris Kious, Board Member Juby, Board Member Berman, Board Member Davoust, Board Member Gumz and Board Member Young
ABSENT:	Board Member Ford

- B.** Authorizing a Design-Build with ENCAP, Inc for the Design and Construction of the Geneva Creek Stabilization Project in Kane County

KC Finance and Budget Committee

RESULT:	MOVED FORWARD BY ROLL CALL VOTE
TO:	KC Finance and Budget Committee
MOVER:	Michelle Gumz
SECONDER:	Dale Berman
AYE:	Chris Kious, Board Member Juby, Board Member Berman, Board Member Davoust, Board Member Gumz and Board Member Young
ABSENT:	Board Member Ford

- C.** Authorization of a Contract Extension for Kane County Building Automation System (BAS) & Repair Services

KC Finance and Budget Committee

RESULT:	MOVED FORWARD BY ROLL CALL VOTE
TO:	KC Finance and Budget Committee
MOVER:	Michelle Gumz
SECONDER:	David Young
AYE:	Chris Kious, Board Member Juby, Board Member Berman, Board Member Davoust, Board Member Gumz and Board Member Young
ABSENT:	Board Member Ford

10. Information Technology (C. Lasky)

- A.** Authorizing Annual Renewal of CityView License and Maintenance with Harris Corporation

KC Finance and Budget Committee

RESULT:	MOVED FORWARD BY ROLL CALL VOTE
TO:	KC Finance and Budget Committee
MOVER:	Michelle Gumz
SECONDER:	Dale Berman
AYE:	Chris Kious, Board Member Juby, Board Member Berman, Board Member Davoust, Board Member Gumz and Board Member Young
ABSENT:	Board Member Ford

- B.** Authorizing Renewal of Contract for Benefit Administration Services

KC Finance and Budget Committee

RESULT:	MOVED FORWARD BY ROLL CALL VOTE
TO:	KC Finance and Budget Committee
MOVER:	Mark Davoust
SECONDER:	Dale Berman
AYE:	Chris Kious, Board Member Juby, Board Member Berman, Board Member Davoust, Board Member Gumz and Board Member Young
ABSENT:	Board Member Ford

11. Mill Creek SSA (R. Fahnestock)**A. Authorizing a Contract Extension for Mill Creek SSA Brush Pick-up Services**

KC Finance and Budget Committee

RESULT:	MOVED FORWARD BY ROLL CALL VOTE
TO:	KC Finance and Budget Committee
MOVER:	Dale Berman
SECONDER:	David Young
AYE:	Chris Kious, Board Member Juby, Board Member Berman, Board Member Davoust, Board Member Gumz and Board Member Young
ABSENT:	Board Member Ford

B. Authorizing a Contract Extension for Mill Creek SSA Turf Fertilization/Weed Control Services

KC Finance and Budget Committee

RESULT:	MOVED FORWARD BY ROLL CALL VOTE
TO:	KC Finance and Budget Committee
MOVER:	Mark Davoust
SECONDER:	Michelle Gumz
AYE:	Chris Kious, Board Member Juby, Board Member Berman, Board Member Davoust, Board Member Gumz and Board Member Young
ABSENT:	Board Member Ford

C. Authorizing a Contract Extension for Mill Creek SSA Parkway Tree & Stump Removal Services

Committee Member Young asked if the Mill Creek Special Service Area (SSA) is charged for each stump removed. ITD/BLD Exec. Dir. Fahnestock explained that the SSA receives a unit price for stump removal. Set within the bid, the \$30K is the fixed maximum amount the SSA would pay. There is an inventory taken of stumps and diseased trees. If the \$30K is exceeded, another contract provider would need to be found or prepare an amended resolution for the County Board's approval. Discussion ensued.

KC Finance and Budget Committee

RESULT:	MOVED FORWARD BY ROLL CALL VOTE
TO:	KC Finance and Budget Committee
MOVER:	Dale Berman
SECONDER:	Mark Davoust
AYE:	Chris Kious, Board Member Juby, Board Member Berman, Board Member Davoust, Board Member Gumz and Board Member Young
ABSENT:	Board Member Ford

12. Vehicles

A. Ratifying an Emergency Purchase Affidavit to Purchase a 2023 Ford Super Duty F-450 Salt Truck for the Building Management Department

BLD Dir. Thompson provided additional information on this resolution. He addressed questions and comments from the Committee. Discussion ensued.

KC Finance and Budget Committee

RESULT:	MOVED FORWARD BY ROLL CALL VOTE
TO:	KC Finance and Budget Committee
MOVER:	Dale Berman
SECONDER:	Mark Davoust
AYE:	Chris Kious, Board Member Juby, Board Member Berman, Board Member Davoust, Board Member Gumz and Board Member Young
ABSENT:	Board Member Ford

13. New Business

None.

14. Old Business

None.

15. Reports Placed On File

RESULT:	APPROVED BY VOICE VOTE
MOVER:	Dale Berman
SECONDER:	Mark Davoust

16. Executive Session

The Administration Committee entered into Executive Session at 10:30 a.m. to discuss the release of closed session minutes on a motion made by Young, seconded by Gumz. Motion carried unanimously by roll call vote.

RESULT:	APPROVED BY ROLL CALL VOTE
MOVER:	David Young
SECONDER:	Michelle Gumz
AYE:	Chris Kious, Board Member Juby, Board Member Berman, Board Member Davoust, Board Member Gumz and Board Member Young
ABSENT:	Board Member Ford

A. Review of Closed Session Minutes

17. Open Session

The Committee returned to Open Session at 10:34 a.m. on a motion made by Gumz, seconded by Davoust. Motion carried unanimously by voice vote.

RESULT:	APPROVED BY VOICE VOTE
MOVER:	Michelle Gumz
SECONDER:	Mark Davoust

A. Vote on Release of Closed Session Minutes

Committee Member Gumz motioned to release Closed Session Minutes as reflected in Exhibit A, Young seconded. Motion carried unanimously by roll call vote.

RESULT:	APPROVED BY ROLL CALL VOTE
MOVER:	Michelle Gumz
SECONDER:	David Young
AYE:	Chris Kious, Board Member Juby, Board Member Berman, Board Member Davoust, Board Member Gumz and Board Member Young
ABSENT:	Board Member Ford

18. Public Comment (Non-Agenda Items)

None.

19. Adjournment

RESULT:	APPROVED BY VOICE VOTE
MOVER:	Mark Davoust
SECONDER:	Dale Berman

This meeting was adjourned at 10:35 AM.

Savannah Valdez
Recording Secretary