



KANE COUNTY
ADMINISTRATION COMMITTEE
WEDNESDAY, SEPTEMBER 11, 2019

County Board Room

Minutes

10:00 AM

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

1. Call to Order

Chairman Allan called the meeting to order at 10:05 a.m.

Attendee Name	Title	Status	Arrived
Deborah Allan	Chairman	Present	
Tom Koppie	Vice Chairman	Present	
Mark Davoust	Board Member	Present	
Drew Frasz	Board Member	Present	
Chris Kious	Board Member	Present	
Bill Lenert	Board Member	Present	
John Martin	Board Member	Present	

Also present: Co. Bd. Chairman Lauzen & staff Devine; Co. Bd. members Barreiro, Hanson, Wegman, Sanchez; Finance staff Dobersztyn, Waggoner; ITD Exec. Dir. Fahnestock & staff Garza, Smith, Lasky; Exec. Dir. Bldg. Mgmt. Sparks; Auditor Hunt & staff Jenkins; Asst. State's Atty. Baxter; Sheriff staff Feiza and members of the press and public including Brian Kronewitter from Cordogan & Clark Assoc.

2. Approval of Minutes: July 10, 2019 & August 14, 2019

RESULT:	APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER:	Mark Davoust, Board Member
SECONDER:	Drew Frasz, Board Member
AYES:	Deborah Allan, Tom Koppie, Mark Davoust, Drew Frasz, Chris Kious, Bill Lenert, John Martin

3. Finance Report

Staff Waggoner reported that Building Management was trending slightly higher than recommended for this time of year. Staff has notified the Department. In the Special Revenue funds GIS was trending slightly higher than recommended due to an encumbrance they have on file, however this is not an area of concern.

4. Public Comment

None

5. Facilities Management

A. Capital Projects Update

Exec. Dir. Bldg. Mgmt. Sparks referenced a handout not included in the agenda packet. He discussed various projects that were completed over the Labor Day weekend. The Government Center Building A was power washed and a concrete driveway was replaced at the 3rd Street Courthouse. At the JJC, there was a deep cleaning of the pods in preparation of the upcoming mandated inspections. Chair Allan presented the following resolution:

B. **Resolution:** Authorizing a Contract for Carpet Replacement Services

This authorizes the Kane County Board to enter into a contract with Family Flooring for carpet replacement materials, installation and removal services.

RESULT:	MOVED FORWARD WITH VOICE VOTE [UNANIMOUS]	Next: 9/25/2019 9:00 AM
TO:	Finance and Budget Committee	
MOVER:	Drew Frasz, Board Member	
SECONDER:	Bill Lenert, Board Member	
AYES:	Deborah Allan, Tom Koppie, Mark Davoust, Drew Frasz, Chris Kious, Bill Lenert, John Martin	

C. **Resolution:** Authorizing an Emergency Purchase Affidavit for Kane County Facilities Vehicle Purchase

This authorizes the approval of an Emergency Purchase Affidavit for the purchase of a vehicle from Haggerty Ford, 330 E. Roosevelt Road, West Chicago, IL 60185.

RESULT:	MOVED FORWARD WITH VOICE VOTE [UNANIMOUS]	Next: 9/25/2019 9:00 AM
TO:	Finance and Budget Committee	
MOVER:	Drew Frasz, Board Member	
SECONDER:	Bill Lenert, Board Member	
AYES:	Deborah Allan, Tom Koppie, Mark Davoust, Drew Frasz, Chris Kious, Bill Lenert, John Martin	

D. **Resolution:** Authorizing Retention of Cordogan Clark & Associates

Committee member Frasz felt the stipulations in the contract should be amended to a 1-year extension rather than a 2-year. There was significant discussion regarding the extension timeframe and renewal. Frasz motioned to amend the resolution to reflect a 1-year extension, Davoust seconded. A roll call vote was taken and the motion passed unanimously.

RESULT:	MOVED FORWARD TO AMEND WITH ROLLCALL VOTE [UNANIMOUS]	
TO:	Finance and Budget Committee	Next: 9/25/2019 9:00 AM
MOVER:	Drew Frasz, Board Member	
SECONDER:	Mark Davoust, Board Member	
AYES:	Deborah Allan, Tom Koppie, Mark Davoust, Drew Frasz, Chris Kious, Bill Lenert, John Martin	

The Kane County Board hereby approves retaining Cordogan Clark & Associates to perform professional architectural, construction management and engineering services required to complete future capital projects for FY2020, on an "as needed" basis per project.

RESULT:	MOVED FORWARD AS AMENDED WITH ROLLCALL VOTE [UNANIMOUS]	
TO:	Finance and Budget Committee	Next: 9/25/2019 9:00 AM
MOVER:	Drew Frasz, Board Member	
SECONDER:	Mark Davoust, Board Member	
AYES:	Deborah Allan, Tom Koppie, Mark Davoust, Drew Frasz, Chris Kious, Bill Lenert, John Martin	

6. **Information Technology**

None

7. Mill Creek SSA

None

8. Vehicles

None

9. Construction

None

10. Cordogan Clark Meeting Schedule & Construction Documents Deadlines

Dir. Sparks discussed a timeline report not included in the agenda packet. The timeline included a projected BID proposal goal date of December 13, 2019. Brian Kronewitter of Cordogan Clark Assoc. spoke in regards to the anticipated deadline. Staff has been working towards meeting these timeframes. However, the dates are dependent on the County's decisions. Kronewitter noted the holiday season is challenging and a mid-January/February date would be more practical. Some conversation continued. (Davoust leaves @ 10:40 a.m.)

11. Fabyan Property (40 Acre Old Jail Site) Future Use

None

12. New Business

Committee member Koppie felt during public comment, individuals run out of time and rarely get the point across. Chair Allan responded that Committees and individuals should abide by the standard timeframe provided and that people are informed prior to speaking. If there were numerous people signed up to speak, they would each get the required time. Committee member Kious noted it would be the will of the Chair of the Committee to allow more time from the speaker. Committee member Martin stated that everyone is aware of the time limit ahead of time and as the body of the Committee, you need to keep the meeting functioning at the obligated time.

Co. Bd. member Sanchez promoted the idea of live streaming Committee meetings. He met with the IT department to discuss the various options and potential equipment needed.

ITD Exec. Dir. Fahnestock reported that the topic has been brought forward in the past and noted they did not have full consensus from the Board. He discussed the details of the logistics including added staff time for editing, filming, etc. Chair Allan noted that Committee meetings have audio recordings and suggested having this be an option of availability.

Co. Bd. Chairman Lauzen stated that within the last 8 years the Committee meetings implemented audio recordings. The recordings are archived at the County Clerk's Office. Minutes, agendas and audio recordings are archived in a library and are available. In this case, the topic is based on the visual versus the audio. Committee member Lenert felt the cost would be the deciding factor and a trial period would be ideal. Dir. Fahnestock responded that a trial could be feasible. Further discussion continued and more information will be provided.

13. Old Business

None

14. Reports Placed On File

RESULT: PLACE WRITTEN REPORTS ON FILE [UNANIMOUS]
MOVER: Chris Kious, Board Member
SECONDER: Drew Frasz, Board Member
AYES: Deborah Allan, Tom Koppie, Mark Davoust, Drew Frasz, Chris Kious, Bill Lenert, John Martin

15. Executive Session

The Committee moved into Closed Session to discuss the Release of Closed Session minutes at 11:08 a.m.

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER: Chris Kious, Board Member
SECONDER: Bill Lenert, Board Member
AYES: Deborah Allan, Tom Koppie, Mark Davoust, Drew Frasz, Chris Kious, Bill Lenert, John Martin

Return to Open Session

The Committee returned to Open Session at 11:10 a.m.

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER: Drew Frasz, Board Member
SECONDER: Bill Lenert, Board Member
AYES: Deborah Allan, Tom Koppie, Mark Davoust, Drew Frasz, Chris Kious, Bill Lenert, John Martin

16. Release of Closed Session Minutes

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER: Drew Frasz, Board Member
SECONDER: Bill Lenert, Board Member
AYES: Deborah Allan, Tom Koppie, Mark Davoust, Drew Frasz, Chris Kious, Bill Lenert, John Martin

17. Adjournment

RESULT: ADJOURNED BY VOICE VOTE [UNANIMOUS]
MOVER: Chris Kious, Board Member
SECONDER: Tom Koppie, Vice Chairman
AYES: Deborah Allan, Tom Koppie, Mark Davoust, Drew Frasz, Chris Kious, Bill Lenert, John Martin

This meeting adjourned at 11:11 a.m.

Gabriella Figliozzi
Recording Secretary