



COUNTY OF KENDALL, ILLINOIS
COMMITTEE OF THE WHOLE
Thursday, March 12, 2026, at 4:00 p.m.
Meeting Minutes

Call to Order and Pledge of Allegiance - The Committee of the Whole meeting was called to order at 4:02 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	Here		
Zach Bachmann	Absent		
Brian DeBolt	Here		
Elizabeth Flowers	Absent		
Dan Koukol	Here		
Jason Peterson	Absent		
Ruben Rodriguez	Here		
Brooke Shanley	Here		
Seth Wormley	Here		

With seven (7) members present a quorum was established.

Staff Present: Christina Burns (County Administrator), Jennifer Breault (Finance & Budget Analyst), Natalia Borowska (Management Analyst), Jim Webb (States Attorney’s Office)

Approval of Agenda – Member DeBolt made a motion to approve the agenda Second by Member Shanley. With seven (7) members present voting aye, the motion was carried by a vote of 7 - 0.

Approval to Forward Claims to County Board – Motion made by Member Gengler, second by Member DeBolt. With seven (7) members present voting aye, the motion was carried by a vote of 7 - 0.

Committee Reports and Updates – None

New Committee Business

- A. A Resolution for the Kendall Area Transit Program on Behalf of the Kendall County, Illinois Granting Signature Authority to the County Administrator

Member DeBolt made a motion to forward to County Board for approval. Second, by Member Koukol . With seven (7) members present voting, the motion was carried by a vote of 7 - 0.

B. An Ordinance to Provide Public Transportation in Kendall County, Illinois

Member DeBolt made a motion to forward to County Board for approval. Second, by Member Koukol. With seven (7) members present voting, the motion was carried by a vote of 7 - 0.

C. A Resolution Authorizing Execution and Amendment of Section 5311 Grant Agreement

Member Gengler made a motion to forward to County Board for approval. Second, by Member Wormley. With seven (7) members present voting, the motion was carried by a vote of 7- 0 .

D. Benefits Coordinator Job Description

Human Resources Director, Leslie Johnson informed the committee that this new position will formally authorize the transfer of benefits administration from the Treasurer’s Office to Human Resources. Currently, benefits administration is managed by the Treasurer’s Office. Consolidating all employee-related administrative functions—such as payroll, leaves, and benefits—within the Human Resources Department will help establish a more efficient, consistent, and employee-focused service model. To facilitate this transition, staff is seeking approval for the creation of a full-time Benefits Coordinator position.

Member Gengler made a motion to forward to County Board for approval. Second, by Member Koukol. With seven (7) members present voting, the motion was carried by a vote of 7 - 0 .

E. Revised Organizational Chart and Headcount

Ms. Johnson also informed the committee the revised organizational chart and headcount reflect three proposed changes:

1. Addition of a full-time Benefits Coordinator to the Human Resources Department.
2. Addition of a full-time Technology Administrative Specialist to the Technology Department
3. Replacement of a Maintenance I position with a Maintenance II position to recognize a recent Facilities Management promotion, with no overall change to the Department’s total headcount.

Proposed changes #2 and #3 were previously presented to the Human Resources & Insurance Committee on March 2, 2026, and forwarded to the County Board for approval on March 18, 2026. As the Benefits Coordinator position was not included in that version, we have updated the organizational chart to incorporate all three proposed changes.

Member Gengler made a motion to forward to County Board for approval. Second, by Member Rodriguez. With seven (7) members present voting, the motion was carried by a vote of 7 - 0 .

Old Committee Business – None

Department Head and Elected Officials Reports – None

Questions from the media – None

Chairman’s Report – Chairman Kellogg reminded the committee that the upcoming County Board meeting is scheduled for Wednesday, March 18. He also announced that there will be a few special recognitions, including the Special Olympics Polar Plunge, and inquired if attendees might consider wearing attire related to the Polar Plunge event.

Appointments

Beth Kramer – Ethics Commission – 2 yr term – Expires March 2028

Donald Brummel – Little Rock-Fox Fire District – 3 yr term – Expires March 2029

Clifton Eichelberger – Little Rock-Fox Fire District – 3 yr term – Expires March 2029

Scott Wade – Little Rock-Fox Fire District – 3 yr term – Expires March 2029

Cara Brummel – Merit Commission – 5 yr term – Expires March 2031

Phillip Resendiz – Regional Planning Commission- Remainder of term – Expires December 2026

Public Comment – None

Action Items for County Board

Consent Agenda

- Claims
- A Resolution for the Kendall Area Transit program on Behalf of Kendall County, Illinois Granting authority to the County Administrator
- An Ordinance to provide public transportation in Kendall County, Illinois
- A Resolution Authorizing Execution and Amendment of Section 5311 Grant Agreement
- Benefits Coordinator Job Description
- Revised Organization Chart and Headcount
- Appointments

Executive Session – for the purpose of the review of discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06, 5ILCS 120-2/21.

Member Shanley made a motion to enter executive session. The motion was seconded by Member DeBolt. With all members present voting aye, the motion carried.

Chair Kellogg asked for a rollcall to enter executive session. The committee entered closed session at 4:19 p.m.

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

Open session reconvened at 4:21 p.m.

Adjournment – Member Shanley made a motion to adjourn the meeting, second by Member DeBolt. With seven (7) members present voting aye, the meeting adjourned at 4:22 p.m.

Respectfully Submitted,

Nancy Villa
Executive Assistant