

## MINUTES

### **Members Present**

Mr. Olthoff, Mr. Tripp, Mr. Washington, Mr. Mulcahy, Mr. Payton, Ms. Peters, Mr. Fairfield, and Mr. Kinzinger

### **Members Absent**

Mr. Stauffenberg, Mr. Tholen, Ms. Polk, Mr. Hildebrand, Mr. Einfeldt, and Mr. Ritter

### **In Attendance**

- **Board Members**

Mr. Wheeler and Mr. Liehr

- **Department Heads**

Delbert Skimerhorn

- **Media**

None

### **1. Call to Order/Roll Call**

The meeting was called to order by the Committee Chairman, Mr. Olthoff, at 9:00 a.m. Quorum present.

### **2. Public Comment**

None

### **3. Approval of Minutes: December 20, 2017**

**A motion was made by Mr. Payton to approve the minutes, and Mr. Kinzinger seconded it. Motion carried with a voice vote.**

### **4. Building - Delbert Skimerhorn**

- **Building Reports: December 2017 and January 2018**

**Mr. Tripp made a motion to approve the reports, and Ms. Peters seconded it. Motion carried with a voice vote.**

- **Stormwater/MS4 Program Discussion**

None

- **Kankakee County Board of Examiners & Appeals Presentation**

Mr. Skimerhorn showed the committee a PowerPoint presentation defining what the Kankakee County Board of Examiners & Appeals does.

- **Appointment of Greg Outsen to Board of Examiners and Appeals**

**Ms. Peters made a motion to appoint Greg Outsen to the Board of Examiners and Appeals and Mr. Kinzinger seconded it. Motion carried with a voice vote.**

- **Plumbing Inspector**

Mr. Skimerhorn stated that the County's contracted licensed plumber, Mike Magruder, has requested an increase in his fees. The current fees of \$200 monthly and \$50 per inspection have been in effect since 2014. The requested new fee structure would increase to \$225 monthly and \$60 per inspection.

Mr. Fairfield asked if the County has opened this contract for bid throughout the County to allow for other licensed plumbers to bid.

Mr. Skimerhorn stated nothing has been advertised and the County cannot be without an inspector, therefore, he brought the issue of an increase to the board.

**Mr. Wheeler made a motion to approve Mike Magruder's increase in fees from \$200 monthly and \$50 per inspection to \$225 monthly and \$60 per inspection, and Mr. Washington seconded it. Motion carried with a roll call vote of 8 ayes and 1 nay. Voting aye were Mr. Olthoff, Mr. Tripp, Mr. Washington, Mr. Mulcahy, Mr. Payton, Ms. Peters, Mr. Fairfield, and Mr. Wheeler. Voting nay was Mr. Kinzinger.**

## 5. Planning

- **Surplus of 2 Vehicles**

**Mr. Washington made a motion to approve selling of two Chevrolet Impalas, and Mr. Fairfield seconded it. Motion carried with a voice vote.**

- **Zoning Activity**

Mr. Skimerhorn stated that they had ten zoning cases in 2017. Four of them were rezoning, one of them was A1 to A2, and three of them were A1 to A2 Agriculture. Three of them were Special Use permits; one for a campground, one for a junkyard, and one of those was withdrawn for a B & B. They issued five variances on three separate cases. There were no text amendments and there were 19 farmstead exemptions.

- **2018 Zoning Map**

Mr. Skimerhorn stated that they adopted their first zoning map on March 21, 1967, along with their zoning ordinance. That was revised in 1971 and again in 1996. They've had digital mapping capabilities since about 2000, so they have published a new map every year like the ordinance says they should, and they've asked the County Board to adopt it every year to keep it legal and up to date. According to state statute, until the zoning change appears on the map, it is not an official change.

**Mr. Wheeler made a motion to approve the 2018 Zoning Map, and Mr. Payton seconded it. Motion carried with a voice vote.**

- **Flood Mitigation Assistance Program**

Mr. Skimerhorn stated that the County was awarded a grant of \$183,258 to purchase and demolish a home in Aroma Park which was damaged beyond repair in the 2015 flood. The property will belong to the County once the homeowner has been paid and demolition is complete.

## 6. Historic Preservation

- **2018 CLG Grant**

- **2018 Community Foundation Grant**

Michelle Sadler stated that the 2018 CLG grant is due in March, and they are asking permission to move forward to apply. They are asking for a \$10,000 budget, which would be \$7,000 from the state, and \$3,000 would be our cost. All of it would probably be in kind, but at the same time, they are asking for a Community Foundation grant, which will help offset any costs that they do incur. The grant will be to do some camp training which they are hoping to get other communities to come in. They open it up to other Historic Preservation Commissions to do some training on historic preservation. The Community Foundation grant will be for \$5,000, which will cover their in kind services, or the \$3,000. There will be

some costs involved as they have to have a venue, supply them with some refreshments, handouts, and anything like that, so the Community Foundation Grant will work in connection with that. They're asking permission to apply for both grants.

**Mr. Wheeler made a motion to allow application for both grants, and Mr. Mulcahy seconded it.**

**Discussion:**

Mr. Kinzinger asked what the ultimate purpose is. What are they attempting to accomplish in the County.

Mardene Hinton, Chair of the Historic Preservation Commission, stated that, when they were established in 2007, they were all volunteers and didn't know a lot about preservation. The camp program is specifically for commissioners. Four of them went to one in Plainfield last summer, and the two new commissioners at that point thought it was so good that they wanted to host one here. The \$7,000 is what the camp program charges for them to host it, so it would be for commissioner training.

Mr. Kinzinger stated that he's a builder-developer. How does this help him or hurt him.

Ms. Hinton stated that they would learn how to landmark more properties. There are only four landmarks right now in the County, but if they landmark more, if those properties need to be fixed up in any way, then they're going to hire a builder. What they want to do is save the character of the community. They don't want those buildings torn down, so when people decide to save a building, they're going to hire someone like Mr. Kinzinger to fix it.

Mr. Olthoff asked what the four properties are that are designated.

Ms. Hinton stated that they are the County Courthouse, the Limestone-Hawkins Cemetery, Perry Farm, and the Letourneau House in Bourbonnais. They also have two more in progress.

**Original motion carried with a voice vote.**

- **Property Tax Assessment Freeze**

Ms. Hinton asked the County Board to certify the Historic Preservation's ordinance for property tax assessment freeze of historic sites.

**Mr. Wheeler made a motion to submit the ordinance to the States Attorney's Office and Finance for feedback and clarity prior to the Board's vote for certification, and Mr. Payton seconded it. Motion carried with a voice vote.**

## **7. Transportation**

- **Rural Transit Update**

Mr. Skimerhorn stated that letters of interest are sent out to various local transportation providers in January to start the Rural Transit Application. SHOWBUS was the only responder.

Mr. Skimerhorn stated that the Inner-City Bus Grant application was approved by IDOT. Grant funds will provide additional bus service between Momence and the Kankakee Greyhound station in the mornings and afternoons. The grant will also provide two bus shelters; one in Momence and one in Sun River Terrace.

## **8. Old Business**

None

**9. New Business**

None

**10. Adjournment**

**Ms. Peters made a motion to adjourn the meeting at 9:42 a.m., and Mr. Mulcahy seconded it.  
Motion carried with a voice vote.**

Bill Olthoff, Committee Chairman  
Diane Owens, Executive Coordinator