

AGENDA FOR THE **SPECIAL MEETING AND BUDGET WORKSHOP**
OF THE CORPORATE AUTHORITIES OF THE
VILLAGE OF CAMPTON HILLS

Tuesday, March 15, 2022

6:00 p.m.

Lord of Life Church

40W605 IL-38

Elburn, IL 60119

1. Roll Call

2. Pledge of Allegiance

3. Public Comments

- a.) Individuals may email their public comment (including full name and question/comment) to **lbaez@camptonhills.illinois.gov** prior to **4 pm on 3-15-2022** Any Public comments emailed **prior** to 4:00 p.m. will be read on the record by the Village Clerk during this section of the open meeting.
- b.) Individuals may participate in person, during this section of the Open Meeting. In order do so, please raise your hand to be addressed by the Village Board. Public comments will not be addressed once this portion of the agenda has passed.

4. Consent Agenda By a single unanimous vote, called an omnibus vote, the Board may approve a number of unrelated items. There may be no discussion, but any Trustee may remove any one or more items from the Consent Agenda, whereupon that item goes on the agenda below.

- a.) Motion to approve the **minutes of the 3-1-2022** Regular Village Board Meeting
- b.) Motion to approve payment of bills per **Warrant List #22-19**.

5. Action Items:

- a.) **Motion to approve Resolution R-22-06** A resolution amending the execution of an agreement between the Village of Campton Hills, Kane County, Illinois and HR Green, Inc. for the 2022 MFT program related services.
- b.) **Motion to approve and consent** to the Village President's appointment of Thomas Clark to the Police Pension Board. Term to expire on 4-21-2022.

6. Department Reports

- a.) [Police Department February Report](#)
- b.) [Building and Zoning February Report](#)
- c.) [Treasurers February Report](#)

7. FY2022-23 Budget Workshop

- a.) Review of questions from budget workshop on 3-1-22
- b.) Health insurance proposals

8. Items – Parking Lot (90-day limit will be placed on future items)

- a.) **Support** for Kane County Well and Water Supply Ordinance
https://www.isws.illinois.edu/iswsdocs/wsp/kane_as.pdf

9. **Additional Informational Items**, Updates and Follow-up Reports from the Village President, Trustees, Village Administrator, Village Attorney, or Village Staff.
10. **CLOSED SESSION**: Move that the Village Board go into closed session as permitted by the Open Meetings Act to discuss one or more of the following matters:
 - a.) Litigation that is filed and pending or is probable or imminent. 2(c)(11)
 - b.) Collective negotiating matters. 2(c)(2)
 - c.) Appointment, employment, compensation, discipline, performance, or dismissal of specific employees or officials, including legal counsel. 2(c)(1) & (3)
 - d.) Section 2.06(d) of Open Meetings Act (5 ILCS 120/2.06(d)) requires that public bodies review minutes of closed meetings for potential release approximately every six months.
11. **Potential Action Pertaining to Closed Session**
12. **Next Meeting**: Tuesday, April 5, 2022
13. **Adjournment**

Mission Statement

Entrusted by its citizens, the Village of Campton Hills is dedicated to delivering municipal services in the most responsive, cost effective and efficient/proficient manner. Campton Hills is committed to upholding high quality of life standards by supporting its school districts, maintaining family values and agriculture traditions, preserving natural resources, encouraging environmental stewardship, supporting passive and active recreational opportunities, honoring rural heritage and generating a strong business foundation for present and future residents and visitors.

Vision Statement

Residents of the Village of Campton Hills wish to maintain the semi-rural quality of their environment and its associated lifestyle. They wish to control their own destiny, act so that property values increase over time at a greater rate than market averages and insure the continue excellence of the schools that educate their children.

The Village of Campton Hills will be an aesthetically appealing, fiscally viable, family-oriented community striving to provide excellent educational, social, recreational, and cultural opportunities. The Village will foster a strong residential and business community, with concern for ecological stewardship while cooperating with other governmental bodies and agencies. Campton Hills will also work with area school districts to provide an exceptional education for their children. Campton Hills will strive to be an inviting and safe community that provides for the quality of life needs of its residents while preserving its character and heritage.

Note:

The Village of Campton Hills, in compliance with the Americans with Disabilities Act (ADA), requests that persons with disabilities requiring accommodations to allow observance of and/or participation in this meeting or having questions about accessibility of the meeting facilities contact the Village Administrator (the Village's ADA Coordinator) at (630) 524-6252, at least 24 hours in advance of the meeting date.

MEETING MINUTES FOR THE SPECIAL MEETING AND BUDGET WORKSHOP
OF THE CORPORATE AUTHORITIES OF THE
VILLAGE OF CAMPTON HILLS
Tuesday, March 1, 2022
6:00 P.M.

Lord of Life Church
40W605 IL-38
Elburn, IL 60119

***All Public Meetings are recorded.**

Call to Order - President Tyrrell called the meeting to order at 6:12 pm.

1. Roll Call – Clerk Baez called the roll

<i>Present</i>	<i>Absent</i>	<i>Also Present</i>
Trustee Cappell	Trustee George (7:02)	Administrator Burchard
Trustee McKelvie		Clerk Baez
Trustee Millette		Chief Millar
Trustee Muncie		Treasurer Flakus
Trustee White Eagle		Michael O’Dwyer – Finance Committee
President Tyrrell		Jon Olson – Finance Committee
		Debra Stombres – Finance Committee
		Kim Muhr – Member of the Public

2. Pledge of Allegiance – President Tyrrell led those in attendance the Pledge of Allegiance.

3. Public Comments – Limited to 3 minutes per individual

None

4. Consent Agenda [By a single unanimous vote, called an omnibus vote, the Board may approve a number of unrelated items. There may be no discussion, but any Trustee may remove any one or more items from the Consent Agenda, whereupon that item goes on the agenda below.] Motion to approve **item A** made by Trustee White Eagle, seconded by Trustee Millette.

a.) Motion to approve the **minutes of the 2-15-2022 Regular Village Board Meeting**

Roll Call:	[AYES: 5]	[NAYES: 0]	[ABSENT: 1]	[ABSTAIN: 0]	Motion CARRIED
	White Eagle		George		
	Millette				
	Cappell				
	McKelvie				
	Muncie				

*Treasurer Flakus pulled **item b** of the Consent Agenda to amend (name change only) from Wasco Nursery to Wasco Sanitary District.

- b.) Motion to approve payment of bills per **Amended -Warrant List #22-18**. Made by Trustee Muncie, seconded by Trustee Cappell.

Roll Call: [AYES: 5] [NAYES: 0] [ABSENT: 1] [ABSTAIN: 0] Motion **CARRIED**
Muncie George
Cappell
McKelvie
Millette
White Eagle

5. Action Items

- a. **Motion to approve Resolution R-22-05** engagement letter for Lauterbach & Amend, LLP to prepare the Plice GASBB 67/68. Motion made by Trustee White Eagle, seconded by Trustee Muncie.

Roll Call: [AYES: 5] [NAYES: 0] [ABSENT: 1] [ABSTAIN: 0] Motion **CARRIED**
White Eagle George
Muncie
Cappell
McKelvie
Millette

- 9. CLOSED SESSION**: Move that the Village Board go into closed session as permitted by the Open Meetings Act to discuss one or more of the following matters:

- a.) Litigation that is filed and pending or is probable or imminent. 2(c)(11)
b.) Collective negotiating matters. 2(c)(2)
c.) *Appointment, employment, compensation, discipline, performance, or dismissal of specific employees or officials, including legal counsel. 2(c)(1) & (3)

Motion to move into Closed Session at 6:23 pm. made by Trustee Millette, seconded by Trustee McKelvie

Roll Call: [AYES: 5] [NAYES: 0] [ABSENT: 1] [ABSTAIN: 0] Motion **CARRIED**
Millette George
McKelvie
Cappell
Muncie
White Eagle

Motion to Invite Chief Millar and Administrator Burchard. Motion made by Trustee Millette, seconded by Trustee Cappell.

Voice Vote: [AYES: 5] [NAYES: 0] [ABSENT: 1] [ABSTAIN: 0] Motion **CARRIED**

Motion to come out of Closed Session at 6:37 p.m. made by Trustee Millette, seconded by Trustee Cappell

Roll Call: [AYES: 5] [NAYES: 0] [ABSENT: 1] [ABSTAIN: 0] Motion **CARRIED**
Millette George
Cappell
McKelvie
Muncie
White Eagle

Roll Call to **reconvene into Open Special Meeting at 6:41 p.m.**

Roll Call: **Present** **Absent**
Cappell George
McKelvie
Millette
Muncie
White Eagle
President Tyrrell

6. FY2022-23 Budget Workshop

Draft FY2022/2023 budget packets, which included highlights and explanations of the 2022/2023 budget process along with pie charts of FY2023 Revenues and FY2023 Requested Expenditures, were available to each Board member.

Finance Committee Member Michael O'Dwyer explained the process, as done in years past, of going through the funds (listed below) line by line of anything over \$1,000. make any suggestions/recommendations along the way. Continues to be conservative with the budget at 95% calculation rate.

- a.) **General Fund revenues and expenditures**
- b.) **Motor Fuel Tax Fund**
- c.) **Road and Bridge Fund**
- d.) **Capital Projects Fund**
- e.) **Police Pension Fund**

Administrator Burchard shared her screen and Treasurer Flakus brought up the live document of the budget so adjustments can be made along the way as recommended and the audience could see the formulas of calculations within each cell of the spreadsheet.

Administrator Burchard and Chief Millar were also very instrumental in presenting the draft FY2022/FY2023 and answering any questions.

It was suggested, that in making updates and changes to the budget, to have documents time and date stamped on the latest version.

7. Items – Parking Lot (90-day limit will be placed on future items)

- a) **Support** for Kane County Well and Water Supply Ordinance
<https://www.isws.illinois.edu/iswsdocs/wsp/kane>

8. Additional Informational Items, Updates and Follow-up Reports from the Village President, Trustees, Village Administrator, Village Attorney, or Village Staff.

****Moved up in the agenda before the Budget Workshop took place.**

9. CLOSED SESSION: Move that the Village Board go into closed session as permitted by the Open Meetings Act to discuss one or more of the following matters:

- d.) Litigation that is filed and pending or is probable or imminent. 2(c)(11)
e.) Collective negotiating matters. 2(c)(2)
f.) *Appointment, employment, compensation, discipline, performance, or dismissal of specific employees or officials, including legal counsel. 2(c)(1) & (3)

10. Potential Action Pertaining to Closed Session

Motion to authorize the Village Attorney to draft a settlement statement regarding the discussion that took place in Closed Session. Motion made by Trustee White Eagle, seconded by Trustee McKelvie.

Roll Call: [AYES: 5] [NAYES: 0] [ABSENT: 0] [ABSTAIN: 1] Motion **CARRIED**
White Eagle George
McKelvie
Cappell
Millette
Muncie

11. Next Meeting - Tuesday, March 15, 2022 at 6 p.m. Lord of Life Church

*President Tyrrell thanked Denise and Rebekah for all the work that was put into creating the budget along with Jon, Michael and Debra from the Finance Committee

12. Adjournment

Motion to **Adjourn** the Special meeting, motion made by Trustee Cappell, seconded by Trustee Muncie.

Voice Vote: [AYES: 6] [NAYES: 0] [ABSENT: 0] [ABSTAIN: 0] Motion **CARRIED**

Meeting adjourned at 9:09 p.m

Approved this 15th day of March, 2022

Michael Tyrrell
Village President

Lynn Baez
Village Clerk

Invoice Number	Description	GL Account and Title	Total Cost
Aflac			
031162	January 2022 Supplemental Insurance Premiums	10-21-4510 Health & Dental Insurance	\$800.54
031162	January 2022 Supplemental Insurance Premiums	10-11-4510 Health & Dental Insurance	\$158.04
Total Aflac:			\$958.58
Amazon Business			
1KYJ-1WCF-P	Copier Paper PD portion	10-21-6510 Office Supplies	\$66.17
1KYJ-1WCF-P	Copier Paper Admin Portion	10-11-6510 Office Supplies	\$154.40
1KYJ-1WCF-P	Office Supplies - stapler, scissors etc.	10-11-6510 Office Supplies	\$131.22
Total Amazon Business:			\$351.79
B&F Construction Code Services Inc			
58411	CH-22-0022 Elevation Plan Review	10-31-5350 Inspection Services	\$1,116.82
58420	CH-22-0029 Elevation Plan Review	10-31-5350 Inspection Services	\$150.00
58423	CH-22-0028 Additions/Alterations Plan Review	10-31-5350 Inspection Services	\$389.98
58444	CH-22-0034 Elevation Plan Review	10-31-5350 Inspection Services	\$150.00
Total B&F Construction Code Services Inc:			\$1,806.80
Campton Township Highway District			
220225	Plato Rd Salting/plowing - 2/24/2022 & 2/25/2022 - equip	13-00-5160 Maint. Svcs. - Snow Removal	\$1,170.00
220225	Plato Rd Salting/plowing - 2/24/2022 & 2/25/2022 - materi	13-00-5160 Maint. Svcs. - Snow Removal	\$1,378.72
220225	Plato Rd Salting/plowing - 2/24/2022 & 2/25/2022 - labor	13-00-5160 Maint. Svcs. - Snow Removal	\$808.50
VCH220228RR	January 2022 - MFT Allotment	13-00-5810 IGA - Campton Township HD	\$10,758.52
VCH220228RR	January 2022 - MFT Transportation Renewal Allotment	13-00-5810 IGA - Campton Township HD	\$7,538.64
Total Campton Township Highway District:			\$21,654.38

Invoice Number	Description	GL Account and Title	Total Cost
Chicago Metropolitan Agency for Plannin			
FY202-036	FY2022 - Local Contribution - CMAP	10-01-5610 Dues and Subscriptions	\$423.72
Total Chicago Metropolitan Agency for Plannin:			\$423.72
Circle K			
78823650	Fuel for squad cars	10-21-6550 Auto Fuel	\$165.94
Total Circle K:			\$165.94
ComEd - #0936076041 Unit A			
02252022INV	01/27/2022 to 02/25/2022 Electric - Suite A	10-11-5710 Utilities	\$74.44
Total ComEd - #0936076041 Unit A:			\$74.44
ComEd - #1323117176			
02282022INV	01/28/2022 to 02/28/2022 Electric - Siren	10-11-5710 Utilities	\$58.27
02282022INV	01/28/2022 to 02/28/2022 Electric - Siren	10-21-5710 Utilities	\$24.97
Total ComEd - #1323117176:			\$83.24
ComEd - #2565128058			
02282022INV	01/28/2022 to 02/28/2022 Electric - Streetlights	14-00-5770 R & B Utilities	\$753.82
Total ComEd - #2565128058:			\$753.82
ComEd - #3783090178			
02282022INV	01/28/2022 to 02/25/2022 Electric - VH	10-11-5710 Utilities	\$429.27
02282022INV	01/28/2022 to 02/25/2022 Electric - VH	10-21-5710 Utilities	\$183.98

Invoice Number	Description	GL Account and Title	Total Cost
Total ComEd - #3783090178:			\$613.25
First Communications, LLC			
123361471	March 2022 Telephones	10-11-5540 Printing & Publishing	\$241.70
123361471	March 2022 Telephones	10-21-5540 Printing & Publishing	\$103.58
Total First Communications, LLC:			\$345.28
Foremost Promotions			
700220	K9 Promotions - Coloring Books	10-21-9380 K-9 Unit Expenditures	\$336.48
Total Foremost Promotions:			\$336.48
GovTempsUSA LLC			
3907850	R Searl 02/06/2022 & 02/13/2022 weeks	10-31-5391 Contracts - B & Z Dept.	\$1,711.50
Total GovTempsUSA LLC:			\$1,711.50
Helping Hand IT Svcs & Networking Inc			
22-39792	HHIT Monthly invoice - March 2022	10-11-5370 Information Tech - Admin	\$1,098.21
22-39792	HHIT Monthly invoice - March 2022	10-21-5370 Information Tech - Police	\$470.66
Total Helping Hand IT Svcs & Networking Inc:			\$1,568.87
Inventory Trading Company			
202593	Village Sweatshirts & Shirts - Employee reimbursed	10-21-4710 Uniforms Allowance	\$875.00
Total Inventory Trading Company:			\$875.00

Invoice Number	Description	GL Account and Title	Total Cost
IPPFA			
03082022INV	IPPFA Retirement Guides - Police Pension	10-21-5540 Printing & Publishing	\$75.00
Total IPPFA:			\$75.00
Laub Construction			
21-0012-1	Temporary Sidewalk Repair - Village Hall	10-11-5110 Building/Equip Maintenance	\$350.00
21-0012-1	Temporary Sidewalk Repair - Village Hall	10-21-5110 Maint Svc-Building	\$150.00
Total Laub Construction:			\$500.00
Law Enforcement Training LLC.			
INV-0429	CourtSmart Publication access - case laws	10-21-5610 Dues and Subscriptions	\$900.00
Total Law Enforcement Training LLC.:			\$900.00
Montana & Welch LLC			
14302	General Legal Services - December 2021	10-01-5330 General Legal Service	\$2,625.00
14302	Adjudication Related Legal Fees - December 2021	10-31-5330 Legal Services	\$1,575.00
14302	Liquor License Legal Issues - December 2021	10-01-5330 General Legal Service	\$700.00
14302	Escrow Related Legal Issues - December 2021	10-00-2549 Escrow - Larsen/County Wide	\$43.75
Total Montana & Welch LLC:			\$4,943.75
Nicor			
03032022INV	02/01/2022 to 03/02/2022 Gas	10-11-5710 Utilities	\$226.78
03032022INV	02/01/2022 to 03/02/2022 Gas	10-21-5710 Utilities	\$97.19
Total Nicor:			\$323.97

Invoice Number	Description	GL Account and Title	Total Cost
Studio 222 Architects			
2022-0022	PROJECT #21042 - Design of Village Hall Renovation	20-00-5010 Village Hall Improvements	\$1,530.00
Total Studio 222 Architects:			\$1,530.00
Traffic Control & Protection Inc.			
110836	Signs installed at Rt. 47 & McDonald Road - Excessive E	14-00-5720 Misc. Road & Bridge Projects	\$1,499.40
Total Traffic Control & Protection Inc.:			\$1,499.40
Trailside Auto Repair Inc			
17309	Squad #10 - Oil Change and Flat Tire Repair	10-21-5130 Maint Svc-Vehicle	\$45.71
17314	Squad #13 - Oil Change	10-21-5130 Maint Svc-Vehicle	\$50.62
Total Trailside Auto Repair Inc:			\$96.33
Verizon			
9900122161	01/22/2022 to 02/21/2022 Cell phone Service	10-21-5520 Telephone	\$212.07
Total Verizon :			\$212.07
Grand Totals:			\$41,803.61

Invoice Number	Description	GL Account and Title	Total Cost
Payroll Costs for the 03/04/2022 Pay Check Date			
Payroll - Salaries Costs		Other Paid Benefits	
Administration & Zoning	\$11,534.75	IMRF - Employer Portion - monthly	\$0.00
Elected Officials	\$0.00	IPBC - Employer Portion - monthly	\$0.00
Police - Full Time	\$25,852.20	Police Pension - Employer Portion	\$5,928.35
Police - Part Time	\$6,852.58	FICA, Medicare & Other Liabilities	\$2,173.97
		AFLAC - Employee Paid Benefit	\$958.58
Total Payroll	\$44,239.53	Total Employer & Employee Paid Benefits	\$22,491.47

Village President _____

I CERTIFY THAT THIS WARRANT AS LISTED AND APPROVED BY THE VILLAGE PRESIDENT WERE DULY AUTHORIZED FOR PAYMENT BY THE BOARD OF TRUSTEES OF THE VILLAGE OF CAMPTON HILLS.

Village Clerk _____

RESOLUTION NO. R-22-06

**A RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT BETWEEN
THE VILLAGE OF CAMPTON HILLS, KANE COUNTY, ILLINOIS AND
HR GREEN, INC. FOR 2022 MFT PROGRAM RELATED SERVICES**

WHEREAS, the Village of Campton Hills, Kane County, Illinois (the “*Village*”) is a duly organized and existing municipal corporation created under the provisions of the laws of the State of Illinois and under the provisions of the Illinois Municipal Code, as from time to time supplemented and amended; and

WHEREAS, the Village and HR Green, Inc. desire to execute a professional services agreement for 2022 MFT Program Related Services including preliminary engineering and limited construction assistance (the “*Agreement*”); and

WHEREAS, the Village has a satisfactory relationship with HR Green, Inc.; and

WHEREAS, the Village President and Board of Trustees of the Village of Campton Hills (the “*Corporate Authorities*”) deem it advisable and in the best interest of the health, safety and welfare of the residents of the Village to enter into the Agreement.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Campton Hills, Kane County, Illinois, as follows

Section 1. That the above recitals and legislative findings are found to be true and correct and are hereby incorporated herein and made a part hereof, as if fully set forth in their entirety.

Section 2. The Agreement by and between the Village and HR Green, which is attached hereto and made a part hereof as Exhibit A, is hereby approved in substantially the form presented to the Village Board with such necessary non-material changes as may be authorized by the Village President, the execution thereof to constitute the approval by the Village of any and all changes or

revisions therein contained.

Section 3. That the officials and officers of the Village are further hereby authorized to undertake actions on the part of the Village as contained in the Agreement to complete satisfaction of the provisions, terms or conditions stated therein

Section 4. If any section, paragraph, clause or provision of this Resolution shall be held invalid, the invalidity thereof shall not affect any other provision of this Resolution.

Section 5. All ordinances, resolutions, motions or orders in conflict with this Resolution are hereby repealed to the extent of such conflict.

Section 6. This Resolution shall be in full force and effect upon its passage, approval, and publication in the manner provided by law.

Passed this ____ day of March 15, 2022, pursuant to a roll call vote as follows:

	AYES	NAYES	ABSENT	ABSTAIN
Trustee Charles Cappell	_____	_____	_____	_____
Trustee Susan P George	_____	_____	_____	_____
Trustee Jim McKelvie	_____	_____	_____	_____
Trustee Mike Millette	_____	_____	_____	_____
Trustee Edward Muncie	_____	_____	_____	_____
Trustee Wendy K. White Eagle	_____	_____	_____	_____
President Michael Tyrrell	_____	_____	_____	_____

APPROVED this ____ day of March 15. 2022

Michael Tyrrell, Village President

(SEAL)

ATTEST: _____
Lynn Baez, Village Clerk