

MEETING MINUTES FOR THE REGULAR MEETING
OF THE CORPORATE AUTHORITIES OF THE
VILLAGE OF CAMPTON HILLS

March 18, 2020

7:00 P.M.

CAMPTON HILLS VILLAGE HALL

40W270 LAFOX ROAD, SUITE

Campton Hills, IL

1. **Call to Order** – President Tyrrell called the meeting to order at 7:11 p.m.
2. **Roll Call** Clerk Baez called the Roll

Present

Trustee Bakk

Trustee George

Trustee McKelvie

Trustee Millette

Trustee O’Dwyer

Trustee White Eagle (via Zoom)

President Tyrrell

Absent

Also Present

Administrator Searl

Clerk Baez

3. **Pledge of Allegiance** – President Tyrrell led those present in the Pledge of Allegiance.
4. **Public Comments** – Sign-up sheets are at the rear of the room.

None

5. **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 March 3, 2020** Regular Meeting, motion made by Trustee George, seconded by Trustee Millette.

Roll Call: [AYES: 5] [NAYES: 0] [ABSENT: 0] [ABSTAIN: 1] Motion **CARRIED**

George

Bakk

Millette

McKelvie

O’Dwyer

White Eagle

- b. Motion to approve payment of bills per **Warrant List #20-20** – *Pulled by President Tyrrell to adjust warrants balance due to a cancellation in a training seminar resulting in a \$50. decrease to the final total.* Motion made by Trustee Millette, seconded by Trustee O’Dwyer

Roll Call: [AYES: 6] [NAYES: 0] [ABSENT: 0] [ABSTAIN: 0] Motion **CARRIED**
Millette
O’Dwyer
Bakk
George
McKelvie
White Eagle

6. Action Items

- a. Motion to **approve ABATE Proclamation** – May Motorcycle Awareness

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

- b. Motion to **approve Resolution #20-08** Authorizing a Waiver from the Request Qualification Process Under Section 8 of the Local Government Professionals.

Roll Call: [AYES: 6] [NAYES: 0] [ABSENT: 0] [ABSTAIN: 0] Motion **CARRIED**
Millette
Bakk
George
McKelvie
O’Dwyer
White Eagle

7. Department Reports*

- a. **Police Department (Available Online)**
- b. **Finance Department (Available Online)**
- c. **Building and Zoning (Available Online)**

**Due to the recent events regarding COVID19, in person report overviews were suspended for this meeting. Reports are viewable online.*

Motion to **Suspend Roberts Rules of Order** for the balance of the **Discussion Items**, motion made by Trustee O’Dwyer, seconded by Trustee McKelvie.

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

8. Current Discussion Items

a. Solicitor/Peddler Permitting – Applications/Costs/Duration

- Administrator Searl went over the details that was listed in the packet.

Issue:

- The Police Department has received an ample amount of complaints/concerns in regards to the current Solicitor policies and practices within the Village of Campton Hills.

Background/Reasoning:

- There are currently no time limitations in which Solicitors/Peddlers are limited to within the Village.
- There is currently no max on how many individuals may solicit with any given company within the Village.
- There are currently 36 annual Solicitor Permits issued, and four pending applications. One company alone holds 19 Solicitor Permits. Another company holds (anticipates holding) nearly 15.
- There is a large discrepancy in costs for daily, weekly, annual permits. The Village Staff would like there to be a more balanced range in costs of such permits.
- There is currently no application fee to cover time dedicated by staff to complete the background check, review the application, and to develop permit to be issued to applicants.

Public Impact:

- By amending the current ordinance, in relation to Solicitor/Peddler Permits, residents within the Village could have a defined time in which Solicitors/Peddlers can be present; currently there is no specified time frame which limits Soliciting. Additionally, by amending the number of permits allowed per company, and reconstructing costs, this would aim to limit the amount of solicitor complaints received by the Police Department, from residents.

Village Staff Proposal:

- ☑ Application & Background fee: 25 dollars (nonrefundable)
- ☑ Daily fee: 35 dollars
- ☑ Monthly fee: 75 dollars
- ☑ Quarterly (90 continuous day): 200 dollars.
- ☑ No individual may solicit for more then 160 days annually.
- ☑ Time Limitations: 9am-5pm Monday through Friday. No Solicitation on weekends or on any national Holiday
- ☑ No more then 7 individual permits provided to any one company at a time.

Action Requested:

- Board to discuss.

- Question was raised by Trustee Bakk as to why they can't be banned.
 - Answer was that they cannot be banned legally
- Administrator Searl that a list of approved Solicitors will be on the front page of the CH website.
- President Tyrrell also stated that you can pick up a No Solicitors sticker from the Village Hall at no charge to place in a visible location.
- Trustee O'Dwyer requested to concur with legal on the proposed updates regarding limitations and fees.
- Trustee White Eagle would like Ordinance 0-16-21 section 4.2.2 Item G scrubbed for gender reference

- b. **Update on Adjudication Hearing Officer Process**
- Administrator Searl and Chief Millar interview 3 individuals, will narrow it down to 1 person and bring their recommendations to the next Village Board meeting
- Intermittent usage of services
- \$300-375 cost per session
- Administrator Searl explained the roles and responsibilities of an Adjudicator

c. **Bolcum Road Resurfacing Project Update** – Documents included in the Board packet.

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

a. **Fox Creek Speed Limit Change Request Study** (on or before May 1, 2020)

b. **Mat and Towel Service Research: Update** (on or before May 1, 2020)

No discussion on Parking Lot items

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

- a. **Economic Interest Statements** are being sent out by Kane County via email and mail in the **latter part of March**. Filers must submit their completed statements by May 2, 2020.
- b. **Executive Session Minute Review will occur every 6 months**. After tonight, next review will occur September 15, 2020 with the Village Board.
- c. **COVID19 Information** – President Tyrrell discussed at the beginning of the meeting before going into the Consent Agenda.
- d. Trustee George expressed interest in getting a list of communities and partnering for the purpose of developing Meals On Wheels.
- e. Administrator Searl discussed the possibility of getting a couple back up generators due to the Brown Out that happened at the Village office and Helping Hands the week of March 9th.
- f. Administrator Searl mentioned that they were looking at a local vendor to redesign the website and make it more user friendly.

11. **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(6) of Open Meetings Act (5 ILCS 120/.06(d) requires that public bodies review minutes of closed meeting for potential release approximately every six months.

Semi-annual review of closed meeting minutes is mandated. Each public body shall periodically, but no less than semi-annually, meet to review minutes of all

closed meetings. At such meetings a determination shall be made, and reported in an open session that (1) the need for confidentiality still exist as to all or part of those minutes or (2) that the minutes or portions thereof no longer require confidential treatment and are available for public inspection.

Motion to **Enter into CLOSED SESSSION at 8:16 p.m.**, made by Trustee Millette, seconded by Trustee White Eagle

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

Motion to **Conclude CLOSED SESSSION at 8:36 p.m.** made by Trustee McKelvie, seconded by Trustee O'Dwyer.

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

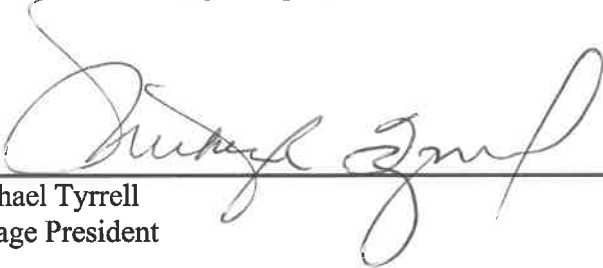
Motion to **Adjourn** Regular meeting, motion made by Trustee George, seconded by Trustee O'Dwyer

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

12. Adjournment

Meeting adjourned at 8:39 p.m.

Approved this 7th day of April, 2020



Michael Tyrrell
Village President



Lynn Baez
Village Clerk

