

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

April 21, 2020

7:00 P.M.

**Campton Hills Village Hall**  
**40W270 LaFox Rd. Suite B**  
**Campton Hills, IL. 60175**

\*Due to COVID-19 The Village of Campton Hills is being mindful, and following CDC guidelines as to how many individuals can be present in one common space. We are asking that **IF you have the ability to access this meeting remotely VIA Zoom to PLEASE do so!**

**Zoom Meeting ID is: 499 277 963      Zoom Call-In Number is: (312)626-6799 - 499277963#**

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

<i>Present</i>	<i>Absent</i>	<i>Also Present</i>
Trustee Bakk (via Zoom)		Administrator Searl (CH Village Hall/Zoom)
Trustee George (via Zoom)		Clerk Baez (via Zoom)
Trustee McKelvie (via Zoom)		Treasurer Flakus (via Zoom)
Trustee Millette (via Zoom)		Chief Millar (CH Village Hall)
Trustee O’Dwyer – (via Zoom)		EA/Deputy Clerk Gregory (via Zoom)
Trustee White Eagle (via Zoom)		BZA Officer Quail (CH Village Hall)
President Tyrrell (CH Village Hall/Zoom)		

3. **Pledge of Allegiance**
  4. **Virtual Public Comments**
    - a. An individual may **E-mail** their Public Comment (including full name and question/comment) to [lbaez@villageofcamptonhills.org](mailto:lbaez@villageofcamptonhills.org) **prior to 6:45 pm on 4-21-2020**. Any Public comments emailed in prior to 6:45 p.m. will be read on the record by the Village Clerk during this section of the Open Meeting.
- OR**
- b. An individual can also participate during this section of the meeting by notifying the Meeting Host of their question/comment through the **“Raising Hand,” option within the Zoom platform.**
    - First join the meeting, to be admitted!

- Second, find the bottom toolbar option that says “Participants.” Click on **Participants**, which will then open a new window. **If it does not**, you can access this by pressing “Alt U,” on your keyboard as a shortcut.
- Third, in that window, you will be able to see ALL participants in the live meeting. That window will also present 2-3 additional options, including one that reads, **“Raise Hand.”**
- By clicking **“Raise Hand,”** the meeting host will be made aware that you would like to participate, as a blue hand will now appear by your name on the righthand side!
- When it is your turn, the Host will unmute you, and ask you to present your full name and your question/comment to the Board.
- When your time/question/comment is complete, **please remember to click the “Lower Hand,” option.** We thank you!

**Public Comments**

- Shawn Clark – Expressed support in favor of the sales of packaged Spirits to help support the village restaurants.
- Cory Dohrman – Expressed support in favor of the sales of packaged Spirits to help support the village restaurants.

**5. Public Hearing – To participate in this agenda item, please follow the SAME directions as noted above in Sections 4a or 4b!**

**a. Public Hearing on the Villages tentative May 1, 2020 through April 30, 2021 Annual Budget.**

- 1.) Board to motion to open the Public Hearing for the Village’s tentative FY 2020-2021 Annual Budget. Motion made by Trustee Millett, seconded by Trustee White Eagle

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

- 2.) Summary of tentative FY 2020-2021 Annual Budget provided by the Budget Officer.

- Treasurer Flakus went over the time line and process in developing the proposed FY 2020/2021 Annual Budget.

- 3.) Persons desiring to be heard, with opportunity to present testimony and examine witness

No public comments expressed

- 4.) Board to motion to close Public Hearing and resume the remainder of the 4-21-2020 Regular Meeting.

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

- 6. 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 made by Trustee McKelvie, seconded by Trustee White Eagle.

- a. Motion to approve the **minutes of the April 7, 2020** Regular Meeting
- b. Motion to approve payment of bills per **Warrant List #20-22**

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

**7. Action Items**

- a. **Motion to advise and consent to the Presidents' reappointment of Thomas Clark to the Police Pension Board.** Motion made by Trustee Bakk, seconded by Trustee George.

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

- b. **Motion to direct Village Staff to provide 60 days' notice of cancellation of the Civic Plus Agreement and direct staff to negotiate and draft a website design and management contract with Nicole Fleshman (included in Board Packet) for review and approval by the Village Board. \*Motion to postpone until July 7, 2020 made by Trustee George, seconded by Trustee O'Dwyer.**

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

- Ashley Gregory went over the background/reasoning, fees and timeline regarding the website re-design.
- \*Recommendation and consensus from the Board was to postpone and to move forward with the project in July 7, 2020.

- c. **Motion to approve Ordinance 20-04, Authorizing a Supplemental Budget Ordinance for the Fiscal Year 2019-2020 (included in Board Packet). Motion made by Trustee White Eagle, seconded by Trustee O'Dwyer.**

Roll Call: [AYES: 5] [NAYES: 1] [ABSENT: 0] [ABSTAIN: 0] Motion **CARRIED**  
White Eagle George  
O'Dwyer  
Bakk  
McKelvie  
Millette

- Treasurer Flakus went over the background/reasoning, supporting documents 6c of Ordinance 20-04 and public impact showing fiscal responsibility of the Village.

- d. **Motion to approve Ordinance 20-05, Committing Portions of the General Fund Balance and Transferring Funds to the Capital Projects Fund (included in Board Packet). Motion made by Trustee O'Dwyer, seconded by Trustee McKelvie.**

- Treasurer Flakus went over the background/reasoning, supporting documents of Ordinance 20-05 and Surplus Funds to Transfer Worksheet – General Fund.

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

- e. **Motion to approve Ordinance 20-06, Approving the Fiscal Year 2020/2021 Annual Municipal Budget (included in Board Packet). \*Motion made by Trustee White Eagle, seconded by Trustee O'Dwyer.**

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

- After much discussion amongst the Board members, recommendation was made to **\*amend the motion** to included following verbiage: Amend to include a freeze on all capital expenditures, salary increases and unbudgeted expenditures unless brought back before the Board for approval.

- f. **Motion to approve Resolution No. 20-09**, Authorizing the Execution of an Engagement Letter Between the Village of Campton Hills, Kane County, Illinois And the Law Office of Joseph R. Ramos. Motion made by Trustee O’Dwyer, seconded by Trustee George.

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

- g. **Motion to Recommend Approval of Kane County Application for Zoning Map Amendment and/or Special Use for 42W665 Plato Road, Elgin, IL 60123 / PIN: 05-21-300-015**. Motion by Trustee McKelvie, seconded by Trustee Millette.

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

- h. **Motion to approve Ordinance 20-07**, Amending Title 4 of the Village Code of Campton Hills, Kane County, Illinois Relating to Peddlers and Solicitors. \*Motion to **postpone** until May 5, 2020 Board meeting made by Trustee O’Dwyer, seconded by Trustee McKelvie

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

- President Tyrrell asked for a \*motion to postpone to the next meeting. Waiting for further recommendations from the Village Attorney.

## 8. Department Reports

### a. **Police Department** ([Available Online](#))

- Chief Millar gave a brief overview of the March report/activity
- Chief Millar announced that Campton Hills was named the Safest City for 2 years in a row from Safe Wise. Also, Campton Hills was rated #37 safest cities Nationwide from Alarms.org and was the only community to make the ratings in Illinois.
- Chief recognized the outpouring of donations to help those in our community during this difficult time, from the local businesses and restaurants, Trustees and residents

- b. **Finance Department (Available Online)**
  - Treasurer Flakus gave a brief overview of the March report/activity
  
- c. **Building and Zoning Department (Available Online)**
  - BZA Officer gave a brief overview of the March report/activity
  - Business has not slowed down due to COVID-19
  - Vanessa recognized Debbie Lupie for keeping the flow of business moving along during this time.

9. **Current Discussion Items**  
None at this time.

10. **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)

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

**\*NOTE: This section of the agenda is NOT open to Public Comment; rather it IS solely information for Board review/acknowledgement.**

- a. **Economic Interest Statements** – EIS notices have been sent out by Kane County. **PLEASE** check your email/postal mail, and then log-in to complete you EIS statement. **The filer response due date of May 1, 2020 is currently SUSPENDED due to COVID-19.** If you are able to file now, you may still do so! Ashley Gregory will provide updated notice on the new final filing date once it is determined.
- b. **Community Counts will now be sent out on Monday mornings, instead of Friday afternoons.** Please make sure the email account you signed up with is active, and still receiving the E-News from the Village. **For questions or assistance in signing up** please call Ashley Gregory, Executive Assistant, at (630) 524-6250.
  - President Tyrrell recognized Administrator Searl and Ashley for their work on their work on the Community Counts page.
- c. **Reminder: There is a COVID-19 Resource Page on the Village of Campton Hills Webpage, it is accessible to anyone through this time.** The states Mental Health hotline information has been added to the page as well if you, or someone you know, is in need of support!
- d. **National Night Out may be postponed until October 6<sup>th</sup>, due to health and safety precautions in relation to COVID-19.**
- e. **Annual Liquor Licenses for 2020-2021 will be provided to businesses who have submitted completed AND approved applications, on or before May 1, 2020.**
- f. **RFQ Remodel** – Police Department/Village Hall
- g. **Bolcum Road Resurfacing Project Update** (Bid Award Information)
- h. **Census 2020** – Administrator Searl has been reviewing the tracking of percentages of responses so far the state is at 50.9% and Campton Hills is around 77%. The deadline has been moved to July 1, 2020 due to COVID-19.

12. **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.

Motion to **Enter into CLOSED SESSSION at 9:23 p.m.**, made by Trustee Millette, seconded by Trustee George

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

Motion to **Conclude CLOSED SESSSION at 9:33 p.m.**, made by Trustee McKelvie, seconded by Trustee Millette

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

Roll call to **Enter back into OPEN SESSION at 9:48 p.m.**

***Present***

Trustee Bakk  
 Trustee George  
 Trustee McKelvie  
 Trustee Millette  
 Trustee O'Dwyer  
 Trustee White Eagle  
 President Tyrrell  
 Village Clerk Baez

***Absent***

Motion to **Adjourn** Regular meeting, motion made by Trustee White Eagle,  
seconded by Trustee George

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

Meeting adjourned at 9:35p.m.

Approved this 5<sup>th</sup> day of May, 2020

  
\_\_\_\_\_  
Michael Tyrrell  
Village President

  
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Lynn Baez  
Village Clerk