

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

May 19, 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: 960 1756 1052 Zoom Call-In Number is: (312)626-6799 - 96017561052#

1. **Call to Order** – President Tyrrell called the meeting to order at 7:03p.m.
2. **Roll Call** – Deputy Clerk Gregory called the roll.

Present

Trustee Bakk (via Zoom)
Trustee George (via Zoom)
Trustee McKelvie (via Zoom)
Trustee Millette (via Zoom)
Trustee O’Dwyer – (via Zoom)
Trustee White Eagle (via Zoom)
President Tyrrell (CH Village Hall/Zoom)

Absent

Lynn Baez (Clerk)

Also Present

Administrator Searl (CH Village Hall/Zoom)
EA/Deputy Clerk Gregory (via Zoom)
Treasurer Flakus (via Zoom)
Chief Millar (CH Village Hall)
Zoning Officer Quail (via Zoom)
Scott Marquardt (HR Green, via cell)

3. **Pledge of Allegiance** – President Tyrrell led those in attendance the Pledge of Allegiance.
4. **Virtual Public Comments**

(If needed, please reference instructions from original 5-19-2020 Regular Meeting Agenda)

Public Comments

No Public comments

*Although Clerk Baez was not physically present at the meeting, she did notify Deputy Clerk Gregory by email at 6:52 p.m. that no public comments were received to her email at that time.

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.] Motion made by Trustee White Eagle, seconded by Trustee O'Dwyer.
- a. Motion to approve the **minutes of the May 5, 2020** Regular Meeting
 - b. Motion to approve payment of bills per **Warrant List #20-24**
 - c. Motion to approve payment of bills per **Warrant List #21-01**
 - d. Motion to approve a **Gov/Temps One Year Contract Extension**

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

6. **Action Items**

- a. **Motion to approve Resolution 20-10** Authorizing Bank Signatories for the Village of Campton Hills. Motion made by Trustee Millette, seconded by Trustee Bakk

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

- b. **Motion to Release Executive Session Minutes** from the following dates: February 19, 2019, June 18, 2019, and July 2, 2019. Motion made by Trustee George, seconded by Trustee White Eagle

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

7. **Department Reports**

- a. **Police Department ([Available Online](#))**
 - Chief Millar gave a brief overview of the April report/activity
 - Chief Millar noted calls for service have been consistent over the month of April; the spike in calls that was anticipated did not fully occur.

- Chief Millar discussed food and grocery deliveries that are still occurring within the Community. The Chief stated Balmoral has now reduced hours and deliverable meals to families in need to Thursday, Friday, Saturdays, and Sundays.
 - To date, nearly \$3,000 dollars have been given to families in need within the Village, and a total of 137 meals have been delivered.
 - Trustee O'Dwyer verbally praised the Departments assistance in donating meals, groceries, and gift cards. Trustee O'Dwyer then asked the Chief what the consensus for the easiest/most convenient amount/item is to donate. The Chief noted Visa gift cards have the greatest versatility and can be used at any store of need. The Chief also noted most donations have come in the interval of \$50.
 - The Chief noted there is currently \$100 dollars left in Visa gift cards, \$150 left in Aldi gift cards, and \$300 left in coffee gift cards.
 - The Chief also noted there has been discussion of getting the Speed Sign out and stationed. However, due to the immense and recent rain, that has been delayed.
- b. **Finance Department (Available Online)**
- Actual report for April is currently not available due to year end. Working on making adjustment. Report will be available in the next month or two.
 - Treasurer Flakus updated on the MFT funds. REBUILD Illinois bond fund allocation was received in the amount of \$122,262.17
 - Treasurer Flakus went over the Police Pension State Statute Report and certification for fiscal year ending April 30, 2020. Year over year analysis showed a 32% increase from last year.
 - Treasurer Flakus is meeting with a Treasures group that consist of 25-30 people from other municipalities to network and find out where their seeing financial shortfalls and other ways to generate revenue during the COVID-19 crisis.
- c. **Building and Zoning Department (Available Online)**
- Zoning Officer Quail gave a brief overview of the April report
 - #1 issue has been storm water and drainage complaints 36 complaints with 26 of those on personal property and 10 on right of way.
 - Continue educating residents on maintaining their drainage ditches as it is their responsibility not the townships to maintain. Make sure they are clear from leaves and debris
 - Mulch and debris is being washed out onto the roadways from driveways due to heavy the heavy rains.
 - Zoning Officer Quail wanted to make note that the Campton Township Highway Dept. is responsible for 131 miles of road with 9 crew members and is asking residents to be patient as they address their concerns and again educate the residents on what they are responsible for.

8. Current Discussion Items

- a) Annual Financial Audit Contract Discussion (Included in the packet)
- Treasurer Flakus stated that once the FY2020 audit is completed our current contract with Lauterbach & Amen will expire. Treasurer Flakus is looking for recommendations from the Board in seeking a new 3-5 yrs. proposal from either our current audit firm Lauterbach & Amen or create a RFP and send to several comparative audit service companies.
 - Trustee O'Dwyer suggested to request an extension with current contract with Lauterbach & Amen with 1-2 years pricing or possibly hold the current pricing
 - Trustee White Eagle agreed to stay with the same audit firm but suggested that the Village should look into changing partners that are best in class every 5 years.
- b) Liquor Licenses – One business has yet to submit payment
- After several attempts to help rectify, President Tyrrell has instructed Ashley Gregory to notify the State of Illinois that this business is absent a valid liquor license and also to notify the State Gaming Board. Without a valid liquor license, the gaming is no longer valid.
- c) REBUILD Illinois Bond Funds Report (Included in the packet)
- Scott Marquardt from HR Green was on the line to give an overview and answer any questions the Board may have.
 - Funds need to be utilized by 2025
 - Within 1 yr. of receipt funds - designated a project the funds to be used
 - No application required
 - Funds not be used for routine maintenance items.
 - Funds to improve roadways to higher standard
 - Trustee Millette had some observations regarding 1. a structural overlay, adding thickness to strengthen the roadway that funds could possibly be used and 2. Zoning Officer Quails concerns regarding storm water and ongoing private vs. public
 - Trustee George asked if the funds would be eligible for streetlights
 - Scott will check into it and update the Board.

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

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

Motion to **Suspend Roberts Rules of Order** for the balance of the **Line item #10 Discussion Items**, motion made by Trustee White Eagle, seconded by Trustee McKelvie.

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

10. 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.**

Governors 5 Phase Program

- President Tyrrell reference the Hampshire Letter to the Governor and was looking for consensus from the Board to have Campton Hills included in the letter to;
 - Reconsider the NE Section of boundaries
 - Be stand alone, apart from Cook County
 - Rural locations West of Randall

After round table discussion, it was the consensus of the Board to include Campton Hills in the letter.

- 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. Information/Application Packets for **“COVID-19 Emergency Grant Funding for Small Business,”** are available on the Village Website, at the Village Hall, or can be emailed to individuals who are interested.
 - President Tyrrell highlighted that this is unmatched grant money available to small business. President Tyrrell and Ashley Gregory collectively reached out to the local businesses informing them of the funding available.
 - c. **COVID-19 Business/Insurance Update**
 - Trustee O’Dwyer shared that insurance companies are putting riders on policies that COVID-19 claims would not be covered. Also, regarding Workman’s Comp and the financial ramifications if an employee comes down with COVID-19. Employers should be making sure they have processes and supplies in place for their employees to keep them safe.
 - d. **Memorial Day Vehicle Parade – May 23rd, 2020 @ 2:00 p.m.** (see flyer)
 - Event Cancelled
 - e. Chief thanked the Board for the generous bonus and explained his pay it forward uses of the funds to help some local residents.
 - f. Administrator Searl thanked the Board for their continued confidence in him resulting in the one-year extension of the Gov Temps contract.
 - g. Trustee Bakk asked about the summer Board Meeting schedule.
 - July and August the Board will hold 1 meeting in each of those months.
- 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(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.

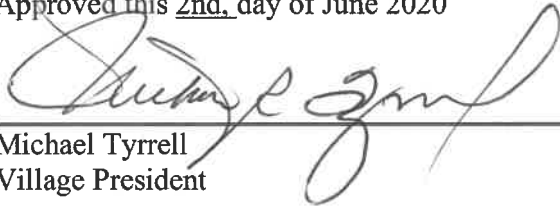
No Closed Session

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

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

Meeting adjourned at 8:33 p.m.

Approved this 2nd, day of June 2020



Michael Tyrrell
Village President



Lynn Baez
Village Clerk