

MINUTES OF THE REGULAR MEETING
 OF THE CORPORATE AUTHORITIES OF THE VILLAGE OF CAMPTON HILLS
 June 20, 2023
 7:00 p.m.

Call to Order – President Wojnicki called the meeting to order at 7:00 p.m.

- **Roll Call** – Clerk Johnson called the roll

Roll Call	Present	Absent	Also Present
Trustee Boatner	X		Village Administrator Burchard
Trustee Burson	X		Police Chief Millar
Trustee McKelvie	X		Special Attorney Ken Shepro
Trustee Millette <i>(arrived to meeting at 8:05pm)</i>		X	Village Attorney John Wise
Trustee Morgan	X		
Trustee Muncie	X		
President Wojnicki	X		

- **Pledge of Allegiance** – Trustee Muncie led those present in the Pledge of Allegiance

- **Public Comments**

None

- **Consent Agenda**

- Motion to approve the meeting minutes of the June 6, 2023, Village Board meeting.
- Motion to approve payment of bills per Warrant List #23-23
- Motion to approve payment of bills per Warrant List #24-04
- Motion to advise and consent to the Village President’s appointment of Jeff Chumbley to the Board of Fire and Police Commission. Term to expire on June 20, 2026.
- Motion to advise and consent to the Village President’s appointment of Jake Thorsen to the Public Works Committee. Term to expire on June 20, 2025.

Trustee Burson removed items 4d and 4e. These are re-appointments of the current members.

Motion to approve the consent agenda as amended made by Trustee Burson; seconded by Trustee Morgan.

Roll Call	Aye	Nay	Absent	Abstain	Motion: CARRIED
Trustee Boatner	X				
Trustee Burson	X				
Trustee McKelvie	X				
Trustee Millette			X		
Trustee Morgan	X				
Trustee Muncie	X				
President Wojnicki					

- 4d. **Motion to advise and consent** to the Village President’s re-appointment of Jeff Chumbley to the Board of Fire and Police Commission. Term to expire on June 20, 2026 made by Trustee

Burson; seconded by Trustee Muncie.

Roll Call	Aye	Nay	Absent	Abstain	Motion: CARRIED
Trustee Boatner	X				
Trustee Burson	X				
Trustee McKelvie	X				
Trustee Millette			X		
Trustee Morgan	X				
Trustee Muncie	X				
President Wojnicki					

4e. **Motion to advise and consent** to the Village President's re-appointment of Jake Thorsen to the Public Works Committee. Term to expire on June 20, 2025 made by Trustee Burson; seconded by Trustee McKelvie.

Roll Call	Aye	Nay	Absent	Abstain	Motion: CARRIED
Trustee Boatner	X				
Trustee Burson	X				
Trustee McKelvie	X				
Trustee Millette			X		
Trustee Morgan	X				
Trustee Muncie	X				
President Wojnicki					

- Department Reports – May 2023
 - Police Department Report
Chief Millar highlighted:
 - Moving citations
 - Accidents
 - Arrests
 - Loose animals
 - Tries to encourage citizen to help with holding
 - Costs Village \$300.00 for each dog sent to Kane County Animal Control
 - Village pays for vaccinations; chipped; daily care up to 10 days; euthanized if necessary
 - Fraud/Theft - These numbers hurt safest city rankings
 - Treasurer's Report
 - Village Administrator Burchard:
 - Preparations have begun for the FY23 audit
 - Training with Civic Systems on the software
 - Will have a financial report for the August Finance committee meeting
 - Trustee Burson inquired if the Treasurer will attend meetings
 - Village Administrator Burchard advised he will when he's able as he's a firefighter as well

- **Building & Zoning Report**
Village Administrator Burchard highlighted permits issued, and revenue collected

Trustee Boatner inquired how complaints are handled.

- Joanne, B&F, advised:
 - Complaints are inspected and noted if issue found or no issue found
 - Inspectors go out about one time every two weeks with the list of complaints to look at them all, anonymously made or not
- Trustee Boatner would like to know the volume of complaints, response, infraction noted. Noted seems anonymous reports seem to come in in a bundle as a resident is patrolling neighborhood and calling the village
- Trustee Burson requested to ask a question of Village Clerk Johnson –
 - In the past, since you worked here, and at your current job, how are/were anonymous reports handled?
 - Village Clerk Johnson advised no action was taken on anonymous reports both while employed Village of Campton Hills and at current job.
 - There is no way no way to follow up with complainant to advise of findings/resolution to the issue

- **Action Items**

- **Motion to approve Ordinance O-23-11**, an Ordinance amending the Village code to increase the number of Class U liquor licenses from one to two for Wasco Nursery made by Trustee Muncie; seconded by Trustee McKelvie.

Roll Call	Aye	Nay	Absent	Abstain	Motion: CARRIED
Trustee Boatner	X				
Trustee Burson	X				
Trustee McKelvie	X				
Trustee Millette			X		
Trustee Morgan	X				Not listed on ordinance
Trustee Muncie	X				
President Wojnicki					

- **Motion to approve Ordinance O-23-12**, an Ordinance amending the Village Code Section 7-4-1 Parking Regulations made by Trustee Burson; seconded by Trustee Morgan.

Chief Millar advised

- The Police would prefer cars parked in driveways overnight
- During the day, spring/summer, many walkers and kids on the sidewalks so they should not be blocked
- Police propose time frames for when parking across the sidewalks is prohibited

to allow safety for the walkers and the kids, and the homeowners overnight.

Roll Call	Aye	Nay	Absent	Abstain	Motion: CARRIED
Trustee Boatner	X				
Trustee Burson	X				
Trustee McKelvie	X				
Trustee Millette			X		
Trustee Morgan	X				
Trustee Muncie	X				
President Wojnicki					

- **Motion to table made by Trustee Morgan; seconded by Trustee Burson**
Motion to approve Resolution R-23-15, a resolution approving the contract extension for the Village Administrator, Denise Burchard for the term June 21, 2023, through December 31, 2023 made by Trustee ;seconded by Trustee.

Roll Call	Aye	Nay	Absent	Abstain	Motion: CARRIED
Trustee Boatner	X				
Trustee Burson	X				
Trustee McKelvie	X				
Trustee Millette			X		
Trustee Morgan	X				
Trustee Muncie	X				
President Wojnicki					

- **Motion to direct any and all Village staff to fully cooperate with the Clerk** in securing her Office, surrendering any and all property belonging to the Clerk and providing the Clerk full and complete access to all municipal records as these records are the property of the Clerk made by Trustee Morgan; seconded by Trustee Burson.
 - Trustee Muncie asked for clarification of motion
 - Trustee Burson advised:
 - No cooperation from staff
 - Needs office to secure records
 - Publish records as required on the website
 - Discussion ensued:
 - Expand wording of motion suggested
 - Village Code defines role of Village Clerk; publish only Ordinances
 - Locked cabinet should be acceptable for files; Village Clerk holds no office hours
 - Board should not be involved in this; Village Clerk and Village Administrator to meet and discuss

Trustee Morgan made a motion to table; seconded by Trustee Burson

Roll Call	Aye	Nay	Absent	Abstain	Motion: CARRIED
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Trustee Boatner	X	
Trustee Burson	X	
Trustee McKelvie	X	
Trustee Millette		X
Trustee Morgan	X	
Trustee Muncie	X	
President Wojnicki		

- **Current discussion Items**
 - **Building Department Registration**
Trustee Boatner provided update on Trustee follow-up
 - Good feedback and discussions
 - Will review:
 - Fees
 - Liability to the Village
 - Meet with contractors for their feedback on the process
 - Meet with Legal Counsel on liability to the Village
 - Meet again with Building and Zoning Department and Village Administrator
 - Resident education is key
 - Homeowner that does work him/herself will be treated as a contractor on the job
 - Public hearing to get input from the residents
 - Test process for one to three years
 -
- **Items – Parking Lot (90-day limit will be placed on future items)**
Nothing to discuss
- **Additional Information Items**
Nothing to discuss
- **Closed Session**
Motion to go into closed session for the:
 - Appointment, employment, compensation, discipline, performance, or dismissal of specific employees or contractors. 2(c)(1)
 - Litigation that is filed and pending or is probable or imminent. 2(c)(11)
 - Pursuant to 5ILCS 120/2 (c)(1), to discuss the appointment of legal counsel for the public body
made by Trustee McKelvie; seconded by Trustee Morgan.

Roll Call	Aye	Nay	Absent	Abstain	Motion: CARRIED
Trustee Boatner	X				
Trustee Burson	X				
Trustee McKelvie	X				
Trustee Millette	X				
Trustee Morgan	X				
Trustee Muncie	X				

President Wojnicki X

*Board entered closed session 7:58 pm
Board returned to open session 9:53pm*

Trustee Millette arrived to the meeting at 8:05pm

President Wojnicki reconvened the regular meeting and called the meeting to order at 9:54 p.m.

Roll Call --Clerk Johnson called the roll

Roll Call	Present	Absent	Also Present
Trustee Boatner	X		Village Administrator Burchard
Trustee Burson	X		Attorney Ken Shepro
Trustee McKelvie	X		Police Chief Millar
Trustee Millette - (arrived to meeting at 8:05pm)	X		Village Attorney Wise
Trustee Morgan	X		
Trustee Muncie	X		
President Wojnicki	X		

- *No action needed following closed session*
- **Motion to adjourn** the meeting at 9:54p.m. made by Trustee McKelvie; seconded by Trustee Millette.
Voice vote: [AYES: 6] [NAYES: 0] [ABSENT: 0] [ABSTAIN:0] Motion **CARRIED**

Approved this 18 date of July, 2023

Barbara Wojnicki
Barbara Wojnicki, Village President

Tracy Johnson
Tracy Johnson, Village Clerk