

MEETING MINUTES FOR THE REGULAR MEETING
OF THE CORPORATE AUTHORITIES OF THE
VILLAGE OF CAMPTON HILLS
Tuesday, October 20, 2020
7:00 P.M.

Campton Hills
5N082 Old LaFox Rd.
Campton Hills, IL. 60175

*Due to COVID-19 The Village of Campton Hills is now conducting VIRTUAL Village Board meetings. We are doing this to be considerate of the Public, and our employees, as a means to limit potential exposure. **While this meeting is not PHYSICALLY open to the Public, the meeting will be fully accessible to ALL VIA Zoom. You may remotely access this meeting through either of the means below.** For help accessing, or more information regarding Zoom, please contact Ashley Gregory, Executive Assistant, at the Village at (630)-524-6250.

Zoom Meeting Info:

Meeting Call in Number (312)626-6799, 92582496058# US (Chicago)

Meeting Link: <https://zoom.us/j/92582496058>

Meeting ID: 925 8249 6058

1. **Call to Order** – President Tyrrell call the meeting to order at 7:06
2. **Roll Call** – Clerk Baez called the roll

Present

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

Absent

Also Present

Administrator Searl
Clerk Baez
EA Gregory
Treasurer Flakus
Chief Millar

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

4. **Virtual Public Comments** – **Limited to 3 minutes per individual**

No public comments

MEETING MINUTES FOR THE REGULAR MEETING
OF THE CORPORATE AUTHORITIES OF THE
VILLAGE OF CAMPTON HILLS
Tuesday, October 20, 2020
7:00 P.M.

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 October 6th, 2020** Regular Meeting made by Trustee White Eagle, seconded by Trustee George

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

*Treasurer Flakus requested to pull item (b) from the Consent Agenda for the removal of line item II. Gov. for \$110.00 on **pg. #4** and removal of line item Pepper Ball for \$59, 840 on page **#5** due to check made out to the wrong vendor. *Amended amount per **Warrant List #21-09** is \$27,356.72

- b.) Motion to approve payment of bills to **amended Warrant List #21-09** made by Trustee McKelvie, seconded by Trustee O'Dwyer.

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

6. **Action Items**

- a.) **Campton Hills subdivision Ordinance/Regulations**

*President Tyrrell requested a motion to **table** until next meeting Wednesday, November 4th. 2020. Motion 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

MEETING MINUTES FOR THE REGULAR MEETING
OF THE CORPORATE AUTHORITIES OF THE
VILLAGE OF CAMPTON HILLS
Tuesday, October 20, 2020
7:00 P.M.

b.) Motion to Approve Ordinance #20-12 Authorizing the Disposal of Surplus Property in Possession of the Village of Campton Hills. Motion made by Trustee White Eagle, seconded by Trustee George.

*Property of surplus - CHPD 2010 Ford Crown Victoria

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

c.) Board to make a motion to recommend approval of Kane County Application for Zoning Map Amendment and/or Special Use, relating to property at 2N553 Pouley Rd. Elburn, IL. 60119.

*President Tyrrell requested to **pull item (c)** from the agenda and defer to the Plan Commission/Zoning Board of Appeals for their vote then bring back to the Village Board to vote on at the next meeting Wednesday, November 4th 2020.

d.) Motion to Approve Resolution #20-20, A Resolution Authorizing the Execution of an Intergovernmental Agreement Between the Village of Campton Hills, Kane County, Illinois and Kane County, Illinois. Motion made by Trustee O'Dwyer, seconded by Millette Trustee

- President Tyrrell gave a brief overview of the process with Kane County up to this point. Two fold approach – 1) Approve IGA and 2) Submit the IGA and proper documentation in order to receive the money allocated to the Village of Campton Hills.
- Question was raised by Trustee O'Dwyer regarding the expected timing of receipt of funds.
 - President Tyrrell stated that once we get the IGA and require documentation, which Treasure Falkus has been gathering and is ready to submit, he expects to see the funds by the 2nd. Village Board meeting in November. President Tyrrell went on to commend Treasurer Flakus in her proactive approach in gathering all the documentation that is required in this process and ready to submit to the County.

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

MEETING MINUTES FOR THE REGULAR MEETING
OF THE CORPORATE AUTHORITIES OF THE
VILLAGE OF CAMPTON HILLS
Tuesday, October 20, 2020
7:00 P.M.

e.) Review FY 2020-21 Budget Freeze *Moved item 6 e) to 10 c) for further discussion

*Motion (made after coming back into Open Session) to **unfreeze salaries of \$60,244.91** made by Trustee White Eagle, seconded by Trustee Millette.

Roll Call: [AYES: 7] [NAYES: 6] [ABSENT: 0] [ABSTAIN: 0] Motion **CARRIED**
White Eagle George
Millette McKelvie
Bakk O'Dwyer
Tyrrell

*President Tyrrell submitted his vote in order to break the tie vote.

7. Department Reports

a.) **Finance Department Report** ([CLICK HERE](#))

- Treasurer Flakus went over the highlights of the September report that include Revenue & Expenditure Budget vs Actual and the percentages of the budget for each category, Where's the Money Charts, LGDF Charts and K-9 summary.
- Discussion regarding Overtime being over budget and the possibility of keeping track of time and breaking out hours worked outside of the normal job duties and a recommendation made by Trustee O'Dwyer on handling the incoming revenue from Kane County and adjust appropriate expenses related to COVID.

b.) **Police Department Report** ([CLICK HERE](#))

- Chief went over the highlights of the September report
 - 457 calls for service
 - 2 canine apprehensions made by Koda
 - 15 animal calls of which 11 animals had to be put down due to being rabid or unusual behavior due to sickness.
 - 2 school safety drills as Wasco and Bell Graham
 - All State mandated training will be at 100% completion by the end of November
 - Upcoming Active Shooter training for the Dept on Nov. 1st.
- Chief informed the Board of several items that have been obtained free of charge through LESO (Law Enforcement Support Office) a program run by the Department of Defense. Chief recognized Jean Harvey for her work over the past 4 months in obtaining these items, including 2 ATV's for off road searches.
- September fundraiser for Koda raised \$10,000.
- Chief announced the recent hiring of 2 part time police officers that joined the department on Sept. 1, 2020 and read each of their bios that was included in the online Board packet
 - Michael Zeigler – 30 years of law enforcement experience.
 - Jason Friedrich – 12 years of law enforcement experience.

MEETING MINUTES FOR THE REGULAR MEETING
OF THE CORPORATE AUTHORITIES OF THE
VILLAGE OF CAMPTON HILLS
Tuesday, October 20, 2020
7:00 P.M.

c.) **Building and Zoning Department Report**

- Administrator Searl did a brief overview of the BZ activity through September with 55 permits issued. A pie chart graph was included in the packet breaking down the types of permits issued.

8. Current Discussion Items

a.) **Helping Hands- Request to Renew Lease**

No discussion

b.) **Accounts Receivable Software Program**

Treasurer Flakus updated the Board that she has completed the required training at the end of September and the AR system went live a couple weeks ago and getting ready to implement tickets.

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

a.) **Liquor Licenses**

No update – Chief Millar contacted the State regarding fingerprints and they informed the Chief that fingerprints must be Live Scan. Chief will reach out to Saint Charles PD to see if they can use their system and send the applicant who is applying for the license there to complete.

Motion to **Suspend Roberts Rules of Order** for the balance of **Discussion Items**, motion made by Trustee White Eagle, seconded by Trustee George.

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

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

- a.) Plan Commission/Zoning Board of Appeals met on Monday, October 26th, 2020 at 7 p.m to discuss an Application for Variation, and an Application for Subdivision that were received; as well as follow up on the current status of the Zoning Code Re-write.

MEETING MINUTES FOR THE REGULAR MEETING
OF THE CORPORATE AUTHORITIES OF THE
VILLAGE OF CAMPTON HILLS
Tuesday, October 20, 2020
7:00 P.M.

- Administrator Searl informed the Board that there will be a Special Planning and Zoning meeting on Thursday, October 22nd. at 7:00 p.m. to get the Zoning Code Rewrite up and going again.
 - Administrator Searl informed the Board of the upcoming Planning & Zoning meeting to discuss a continued variance from the last meeting and a new variance for public hearing.
- b.) Village Website anticipated go live on/before November 1, 2020; along with new Village Emails/Domain Name.
- Ashley Gregory introduced to the Board what the new Campton Hills website would look like and the ease of use in finding information. The whole project came in \$100.00 under budget.
- c.) Review FY 2020-21 Budget Freeze *Moved from (6 e) for discussion prior to voting.
- President Tyrrell presented the FY 2020-21 Budget Freeze Review specifically speaking to pay adjustments and the growth progress from April – June. President Tyrrell stated that it has been a better than expected year. The recommendation is to release pay adjustments as originally budgeted, effective – retroactive.
 - After much discussion, some of the members of the Board would like to remain cautious regarding the budget in light of the recent increase in the positivity rate of Covid and the Governor’s Executive Order issued for Regions 7 & 8 that include; **Kane**, DuPage, Will, and Kankakee county effective Oct.23, 2020 and wait for the receipt funds from Kane County before moving forward.
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.

MEETING MINUTES FOR THE REGULAR MEETING
OF THE CORPORATE AUTHORITIES OF THE
VILLAGE OF CAMPTON HILLS
Tuesday, October 20, 2020
7:00 P.M.

Motion to **Enter into CLOSED SESSSION at 8:55 p.m.**, made by Trustee Millette, seconded by Trustee Geroge.

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 9:07 p.m.**, made by Trustee George, seconded by Trustee White Eagle

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

Roll call to **Enter back into OPEN SESSION at 9:08 p.m.**

| <i>Present</i> | <i>Absent</i> |
|-------------------|---------------|
| Trustee Bakk | |
| Trustee George | |
| Trustee McKelvie | |
| Trustee Millette | |
| Trustee O'Dwyer | |
| President Tyrrell | |

12. Potential Action Pertaining to Closed Session

Vote on Action Item (6e.)

13. Next Meeting- Wednesday, November 4th, 2020 at 7 p.m., VIA Zoom (Due to Election Day on Tuesday, November 3rd, 2020)

MEETING MINUTES FOR THE REGULAR MEETING
OF THE CORPORATE AUTHORITIES OF THE
VILLAGE OF CAMPTON HILLS
Tuesday, October 20, 2020
7:00 P.M.

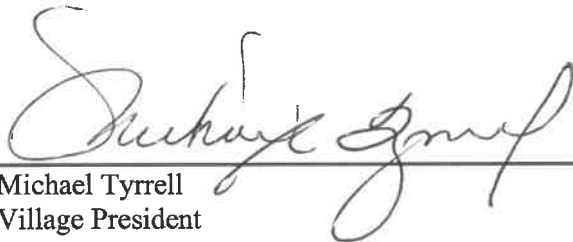
14. Adjournment

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

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

Meeting adjourned at 9:26 p.m.

Approved this 4th. day of November, 2020



Michael Tyrrell
Village President



Lynn Baez
Village Clerk