

MEETING MINUTES FOR THE REGULAR MEETING
OF THE CORPORATE AUTHORITIES OF THE
VILLAGE OF CAMPTON HILLS
Tuesday, December 1, 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, 91967922152# US (Chicago)

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

Meeting ID: 919 6792 2152

1. **Call to Order** – President Tyrrell call the meeting to order at 7:03 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
President Tyrrell

Absent

Also Present

Administrator Searl
Lynn Baez – Village Clerk
Ashley Gregory – Executive Assistant
Scott Marquardt HR Green
Tom Bihun – Wasco Sanitary District
Ed Muncie - Public
Kim Muhr - Public
Jim Piper – Public

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

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

Emailed Public Comment sent in by Bill Beith – Inquired if any action can be taken to stop the searchlights and laser lights from the Larson Light show, as they shine into the neighboring homes and onto their property.

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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.]

Trustee O'Dwyer requested to pull both a & b of the Consent Agenda – a.) in order to Abstain from the minutes and b.) inquired about reimbursement payments for SSA's.

- a.) Motion to approve the **minutes of the November 17th, 2020** Regular Meeting made by Trustee O'Dwyer, seconded by Trustee White Eagle

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

- b.) Motion to approve payment of bills to **Warrant List #21-12** made by Trustee O'Dwyer, seconded by Trustee McKelvie.

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

6. **Action Items**

None

Motion to suspend Roberts Rules of Order for the balance of discussion items. 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

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7. Current Discussion Items

a.) Kluber Architect and Engineer Update

Administrator Searl informed the Board that Kluber is scheduled to come on Dec. 3rd. to look at the HVAC system and will have a follow up meeting the following week. Two Draft Design plans near completion and Kluber is currently working on the pricing.

b.) Helping Hands – Request to Renew Lease

No update

c.) Website Transparency Documentation

Question regarding Administrator Searl who fall under Gov Temps Contract, being listed within the document.

- President Tyrrell will consult with the Village Attorney and inform the Board.

Revise the example draft to include:

- Adding a column for Total Compensation
- Cleaning up the titles ie; Village Board to Village Trustee
- Add Valid as of Date at the top of the page. Document is based on a fiscal year.
- List names of \$75,000 and above per State Statute
- Some Trustees concurred to list anything \$25,000 and above.

Concern was raised on the marketability of officers if names were listed.

President Tyrrell will send the updated draft to the Board for review and a consensus, as this does not require a vote.

d.) Illinois Debt Recovery Program

Ashley Gregory went over the information provided in the packet regarding the current process in collecting past due fees and fines. Additional help is available to collect past due debt by entering into the Illinois Debt Recovery Program.

After discussing the logistics of how the program operates, a consensus from the Board was obtained for Ashley to move forward with the program.

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e.) **Email Transition**

Ashley Gregory went over the information provided in the packet regarding the email conversion that will occur on Friday, December 11, 2020.

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

a.) **Liquor Licenses**

No update

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

a.) **Mental Health/Substance Use Resource Page.**

Ashley Gregory walked the Board through the above mentioned resource page that was recently developed on the Village of Campton Hills website. If anyone has inputs or suggested additional resources, please feel free to contact Ashley to discuss.

b.) **Delivery of Paper Packets**

The Board is to inform Ashley Gregory of their delivery preference – by hand or via email (non – confidential). Confidential material will remain being hand delivered.

c.) **IDOT Audit Update**

Scott Marquardt from HR Green gave the Board an update regarding the IDOT Audit.

- All the documents have been submitted to IDOT.
- ½ of the documents submitted have been signed off by IDOT
- Several are still awaiting sign off from IDOT
- One document has a verbal agreement from IDOT but have not received the written agreement
- Scott indicated there are two projects he still owes to the Village for submission to IDOT. Timeframe – December.

Another part of the Audit process –

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- IDOT requested that a reference manual be put together on how and why to process MFT fund.
- Changes in the invoice process/submittal from the Campton Highway District to the Village to include reference language on the invoices to tie it to the MFT documents
- Scott will set up Zoom virtual training to go over the reference manual with the Campton Highway District the Village of Campton Hills employees – Timeframe: TBD.

Anderson Road -

Scott also informed the Board that on December 2nd. HR Green will be a meeting with IDOT to discuss PHASE 1 of the Anderson Road project.

Round Table –

- Trustee Bakk thanked the public who attend the virtual Board meetings. Special thanks to Jim Piper
- Trustee George – Thanked Ashley for small business assistance program through ComEd.
- President Tyrrell – Commended Treasurer Flakus for compiling all the necessary documentation needed and the timely submittal of such documents in order to receive the first installment of the CARES ACT money.

10. **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

11. **Potential Action Pertaining to Closed Session**

n/a

12. **Next Meeting** - Tuesday, January 5, 2021 at 7 p.m., VIA Zoom

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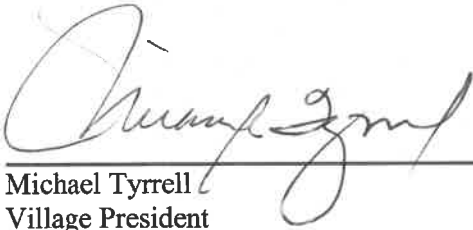
13. Adjournment

Motion to **Adjourn** regular meeting, motion made by Trustee George, seconded by Trustee Millette.


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

Meeting adjourned at 8:10p.m.

Approved this 15th. day of December, 2020



Michael Tyrrell
Village President



Lynn Baez
Village Clerk