

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

February 6, 2018

7:00 P.M.

CAMPTON TOWNSHIP COMMUNITY CENTER
5N082 OLD LAFOX ROAD
Campton Hills, IL

1. **CALL TO ORDER** - President Blecker called the meeting to order at 7:03 p.m.
2. **ROLL CALL** - Clerk Quail called the Roll:

Present

Trustee George
Trustee Girka
Trustee O'Dwyer
Trustee Tyrrell
President Blecker

Absent

Trustee Andersen
Trustee Millette

Also Present

Administrator Searl
Clerk Quail
Village Attorney Adam Simon*
Greg Bruggeman**

**of Ancel Glink*

***member of the Village's Finance Committee*

3. **PLEDGE OF ALLEGIANCE** - President Blecker led all those present in the Pledge of Allegiance.
4. **PUBLIC COMMENTS** – There were no public comments.
5. **CONSENT AGENDA**
 - a. Motion to approve the Minutes of the January 16, 2018, Regular Meeting
 - b. Motion to approve payment of bills per Warrant List #18-19
 - c. Acceptance of the resignation of Phillis Nowicki from the Economic Development Committee
 - d. Motion to re-appoint Timothy Pearce to the Finance Committee for a term to expire February 16, 2020
 - e. Motion to re-appoint Timothy Pearce as chair of the Finance Committee for a term to expire February 16, 2019
 - f. Motion to re-appoint Ron West to the Economic Development Committee for a term to expire February 21, 2019

Trustee O'Dwyer pulled item B. Trustee Tyrrell pulled items A and F.

MOTION TO APPROVE ITEMS C, D, and E OF THE CONSENT AGENDA, made by Trustee George; and seconded by Trustee Tyrrell.

Voice Vote: [AYES: 4] [NAYES: 0] [ABSENT: 2] Motion: **CARRIED**

i. MOTION TO AMEND PERSONNEL POLICY CHAPTER 11, SECTION 11.1, PAID TIME OFF/MANAGED TIME OFF, made by Trustee George; and seconded by Trustee O'Dwyer.

Administrator Searl and Attorney Simon both explained that the purpose of this agenda item is to simply obtain policy direction from the Board, and that supporting documents would subsequently be produced.

Trustee Girka asked for clarification as to whether or not the policy change would include paid holiday time. Administrator Searl replied that it does not include holiday time, and that the Finance Committee did not recommend the inclusion of holiday time. President Blecker suggested that paid holiday time could be considered in the future. Trustee Girka expressed concern that it might be difficult for an employee to accrue paid time off if a 35 hour/week average is not met because of months with holidays. Attorney Simon indicated that there are only 7 holidays mandated, which would therefore be of minimal impact over 12 months.

Trustee Tyrrell emphasized the importance of recognizing the dedication of long-term employees and noted the importance for them to have some days off without penalty.

Trustee George raised the question of maternity/paternity time off. Attorney Simon explained FMLA eligibility, namely the requirement for an employee to have worked 1,000 hours a year to earn the entitlement of 12 weeks of unpaid leave. He further explained that the Village policy can require the employee to first use accrued time off. Trustee George indicated that she would like to see more discussion on this point at a later time. She also indicated that the accrual of one single day for the first four years of service for a 30-hour/week employee seemed oddly low if the objective of the benefit is retention.

Discussion followed regarding the accrual calendar, which the Board ultimately agreed should begin each January 1st, based on Administrator Searl's recommendation of what is customary for the benefit year.

Trustee Girka asked for clarification on the Motion, citing his concern that the Board would be making decisions on specifics of the policy about which he has concerns. He further suggested that the Village could help retain high-quality, conscientious employees through an attractive paid time off benefit.

Administrator Searl clarified that the subject Motion was simply to provide approval for the staff to commence work on the substance of the change; and that specific language of the changes would be provided in due course.

CODE REGARDING BENEFITS, made by Trustee Tyrrell; and seconded by Trustee George.

Trustee O'Dwyer asked for clarification about the ordinance and the purpose of the proposed deletion. Administrator Searl explained that the existing ordinance predated the employee handbook; and is now no longer necessary with the implementation of the handbook. He confirmed the Village Attorney advised that Section 1-7-8 could therefore be deleted. The Board members agreed that they would like to review the ordinance before proceeding.

Trustee Tyrrell **WITHDREW THE MOTION**, to give the Board an opportunity to more closely examine the text of the Ordinance. Trustee George accepted.

MOTION TO TABLE APPROVAL OF ORDINANCE 18-01, DELETING SECTION 1-7-8 OF CHAPTER 7 OF TITLE 1 OF THE CAMPTON HILLS VILLAGE CODE REGARDING BENEFITS, made by Trustee Tyrrell; and seconded by Trustee George.

Voice Vote: [AYES: 4] [NAYES: 0] [ABSENT: 2] Motion: **TABLED**

b. AZAVAR GOVERNMENT SOLUTIONS SERVICES AGREEMENT

Administrator Searl informed the Board that Scott Shamberg from Azavar called to reschedule his appearance at today's meeting due to bad weather conditions. He therefore has arranged to attend the next regular meeting of the Board on February 20, 2018.

c. MOTION TO APPROVE RESOLUTION 18-01 AUTHORIZING APPLICATION FOR KANE COUNTY RIVERBOAT FUNDS AND EXECUTION OF NECESSARY DOCUMENTS FOR THE PURPOSE OF A CONNECTING SIDEWALK ON FOX MILL BLVD BY THE NORTON LAKE SUBDIVISION, made by Trustee George and seconded by Trustee O'Dwyer.

Trustee O'Dwyer cautioned the Board about the language of the subject motion, emphasizing that the Village should not assume any liability for the sidewalk in the event that riverboat funds were awarded. He subsequently made a friendly amendment, as follows:

MOTION TO APPROVE RESOLUTION 18-01 AUTHORIZING APPLICATION FOR KANE COUNTY RIVERBOAT FUNDS AND EXECUTION OF NECESSARY DOCUMENTS, IF GRANTED ONLY TO THE EXTENT FUNDS GRANTED FOR THE PURPOSE OF A CONNECTING SIDEWALK AT FOX MILL BLVD AND NORTON LAKE DRIVE, WITH AGREEMENT THAT THE FOX MILL

HOMEOWNERS ASSOCIATION SHALL OWN THE SIDEWALK, INCLUDING ALL MAINTENANCE AND LIABILITY IN PERPETUITY.

Trustee George accepted the amendment.

Roll Call Vote: [AYES: 0] [NAYES: 4] [ABSENT: 2] Motion: **CARRIED**
George Andersen
Girka Millette
O'Dwyer
Tyrrell

d. MOTION TO DIRECT STAFF TO ISSUE AN RFQ FOR ENGINEERING SERVICES, made by Trustee Tyrrell; and seconded by Trustee George.

Administrator Searl suggested that now is a good opportunity to revisit the Village's needs for engineering services, since the Village may need to budget money for resurfacing projects in the future. Administrator Searl also noted that the last time the Village evaluated engineering services was in 2014. He acknowledged Tracy Johnson for raising the matter to his attention.

Trustee O'Dwyer inquired about the specifics of the process; and Administrator Searl explained that an RFQ had not yet been drafted; but that Administrator Searl was aware that the Village had conducted RFQ's at least a few times in the past, which could be used as a general guide. Attorney Simon added that the Village can ask for prices; but that it cannot negotiate prices in the process.

Trustee Tyrrell noted that there are well-qualified members of the Village's Public Works Committee who can help navigate the RFQ process.

Trustee O'Dwyer advised the Board that, for the sake of transparency, it would be prudent to issue the RFQ.

Administrator Searl reiterated that, at present, he is merely seeking the Board's authorization to put out an RFQ.

Voice Vote: [AYES: 4] [NAYES: 0] [ABSENT: 2] Motion: **CARRIED**

e. MOTION TO APPROVE A RESOLUTION ACCEPTING MEMBERSHIP AS A MEMBER OF THE NORTHWEST HEALTH INSURANCE POOL (NWHIP) SUB-POOL OF THE INTERGOVERNMENTAL PERSONNEL BENEFIT COOPERATIVE, made by Trustee Tyrrell; and seconded by Trustee O'Dwyer.

Administrator Searl explained that the executive director of the IPBC contacted him to explain that in order for the Village to join the NWHIP, the Board needs to pass an ordinance to that effect, even though the original understanding was that a letter of intent would suffice. Administrator Searl added that the executive director assured him in writing via email that the Village could still ask to withdraw its membership from the NWHIP if it wound up being cost prohibitive.

Administrator Searl suggested the figuring of a 25% increase, equal to approximately \$5,000, into the budget in order to join the NWHIP, which was a scenario favored by the Village's Finance Committee. Greg Bruggeman of the Village's Finance Committee acknowledged that a 25% increase did seem steep at first; but urged the Board to consider the cost over the course of 2 or 3 years, where the increases were only 2-3%. He noted that the benefit over time is very much worthwhile. Trustee O'Dwyer concurred and added that the Village would be able to build up equity in the plan over time.

Administrator Searl advised the Board that the benefit plan would be changed from Blue Cross Blue Shield to United Healthcare; and that the plan would be a PPO. President Blecker asked Administrator Searl if members in the current plan could possibly face a scenario of two deductibles, if the change in benefit plan was made. Administrator Searl said that would indeed be the case, so that if a member already paid toward a deductible, the member would start over again with a new deductible in the new plan.

Attorney Simon informed the Board, for the sake of full disclosure, that he is currently retained as corporate counsel for the IPBC.

Discussion continued in which the Board members present considered whether or not the Village would be required to pass the ordinance; and they agreed that they would be more comfortable with absolute assurance of an option for the Village to withdraw from the NWHIP. Trustee Tyrrell noted that there is time to consider the matter further, because there are two more regular Village Board meetings on the calendar before the decision needs to be made.

Trustee Tyrrell **WITHDREW THE MOTION** in order to allow the Board more time to consider the terms of the Resolution. Trustee O'Dwyer accepted.

MOTION TO TABLE APPROVAL OF A RESOLUTION ACCEPTING MEMBERSHIP AS A MEMBER OF THE NORTHWEST HEALTH INSURANCE POOL (NWHIP) SUB-POOL OF THE INTERGOVERNMENTAL PERSONNEL BENEFIT COOPERATIVE

Voice Vote: [AYES: 4] [NAYES: 0] [ABSENT: 2] Motion: **TABLED**

7. DISCUSSION ITEMS

a. EMPLOYEE INSURANCE COST CONTRIBUTION

Administrator Searl explained that this topic was part of a larger discussion with the Village's Finance Committee; and that their recommendation is to keep the employee contribution at 1% for the upcoming budget year, and then reevaluate the rates in the following budget year, at which time the Village might have NWHIP membership.

Trustee O'Dwyer disagreed and suggested that the employee share be 2.5% in the upcoming budget year, noting a better employee benefit in the NWHIP with a PPO and more flexible plan. He emphasized that the Village cannot afford to keep the employee contribution at 1% because costs are continually rising. He urged the Board to consider their collective responsibility to represent the taxpayers. He asked that the Village's Finance Committee provide the Board, in the upcoming budget preparation process, with plans to incrementally increase the employee contributions over time.

Administrator Searl advised the Board to look at how salaries compare to neighboring communities, and to consider the employee contribution rate in the context of the total compensation package.

Trustee George praised the idea of staff involvement in the long-range plans, noting the importance of an approach which values team work.

President Blecker suggested that the subject be reviewed each year during the budget preparation process, and also emphasized the importance of considering employees' happiness.

b. LEGISLAIVE COUNSEL USAGE PROCEDURE

Trustee Tyrrell announced that there is no update at the present time, and that he and Trustee Millette will be continuing their efforts on the project.

c. STRATEGIC PLANS GOALS REVIEW

Administrator Searl distributed an updated spreadsheet which identifies goals, based on discussions he had with Trustee Tyrrell. Most notable are targets for various contract renewals, namely for medical insurance, liability insurance, and electrical aggregation - the latter of which adds proposed language for the next contract to request payment within 60 days. Attorney Simon noted that many municipalities no longer engage in secondary utility contracts for electrical in particular, because the rates offered are extremely close to ComEd rates, and therefore no longer worthwhile to pursue.

Trustee Tyrrell gave accolades to Administrator Searl for his work on the goals review.

Trustee O'Dwyer reminded the Board that Trustee Andersen had inquired about the tornado siren at the last meeting and expressed his interest in obtaining more information about the documents the Village has, which identify possible locations for placement of the siren.

d. BOARD AND COMMITTEE APPOINTMENTS

Trustee Girka indicated that the project is nearing completion.

8. ADDITIONAL ITEMS FROM THE VILLAGE PRESIDENT, TRUSTEES, VILLAGE ADMINISTRATOR, VILLAGE ATTORNEY OR STAFF

- President Blecker asked the Board to forward any snow removal feedback to Administrator Searl so that Administrator Searl can forward that information to the appropriate people at the township. President Blecker emphasized that the residents' feedback, both positive and negative, is valuable and should be appropriately forwarded.
- Trustee Tyrrell shared that he, along with others from the Village government, recently attended a Metro West event in which there was some discussion about small cell towers. He further noted his own research into recent California legislation requiring the use of stealth towers and offered to send the information to Administrator Searl so that the Board could keep that in mind. Trustee Tyrrell also explained that he was aware of some other local municipalities which have written their own resolutions on the topic and have contacted the State to make their positions known. Attorney Simon explained that he has been working rather extensively on this topic and that the recent Illinois Senate Bill 1451 *does* limit municipalities' ability to regulate installment of wireless antennas in the public right-of-way. He advised the Board that such structures are designed to add to existing towers, and not to replace them. He encouraged them to understand that the bill takes discretion away from municipalities.
- Trustee George requested that the Board set aside time for presenting on dark skies.
- Administrator Searl announced that the Village vehicle which was being prepared for sale, had recently been sold.

9. MOTION FOR THE VILLAGE BOARD GO INTO CLOSED SESSION AS PERMITTED BY THE OPEN MEETINGS ACT TO DISCUSS ONE OR MORE OF THE FOLLOWING MATTERS made by Trustee Tyrrell; and seconded by Trustee O'Dwyer:

- a. **Litigation that is filed and pending, or is probable or imminent. 2(c)(11)**
- b. **Appointment, employment, compensation, discipline, performance, or dismissal of specific employees or officials, including legal counsel. 2(c)(1) & (3)**
- c. **Biannual Review of Closed Session Minutes. 2(c)(21)**

Voice Vote: [AYES: 4] [NAYES: 0] [ABSENT: 2] Motion: **CARRIED**

Board entered closed session at 9:14 p.m.
Board adjourned from closed session 9:45 p.m.

ROLL CALL - Clerk Quail called the Roll:

<i>Present</i>	<i>Absent</i>	<i>Also Present</i>
Trustee George	Trustee Andersen	Administrator Searl
Trustee Girka	Trustee Millette	Clerk Quail
Trustee O'Dwyer		Village Attorney Adam Simon
Trustee Tyrrell		
President Blecker		

MOTION TO EXTEND THE REGULAR MEETING PAST 9:30 P.M., made by Trustee Tyrrell; and seconded by Trustee George.

Voice Vote: [AYES: 4] [NAYES: 0] [ABSENT: 2] Motion: **CARRIED**

10. ACTION PERTAINING TO CLOSED SESSION

Motion to approve a Resolution Approving the destruction of verbatim Executive Session Meeting Minutes from October 13, 2015, October 20, 2015 and November 16, 2015 in accordance with the Destruction of Verbatim Recordings made by made by Trustee Tyrrell; and seconded by Trustee George.

Voice Vote: [AYES: 4] [NAYES: 0] [ABSENT: 2] Motion: **CARRIED**

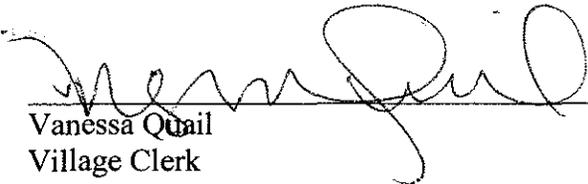
11. ADJOURNMENT - MOTION TO ADJOURN THE MEETING at 9:47pm, made by Trustee George; and seconded by Trustee Girka.

Voice Vote: [AYES: 4] [NAYES: 0] [ABSENT: 2] Motion: **CARRIED**

Approved this 20th day of February, 2018



Harry Blecker
Village President



Vanessa Quail
Village Clerk