

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

March 1, 2016

7:00 P.M.

**CAMPTON TOWNSHIP COMMUNITY CENTER
5N082 OLD LAFOX ROAD
CAMPTON HILLS, ILLINOIS**

1. Call to Order

President Blecker called the meeting to order at 7:00pm

2. Roll Call

Deputy Clerk Johnson Called the Roll:

Present: President Blecker, Trustee Andersen, Trustee Millette, Trustee McKelvie,
Trustee O'Dwyer, Trustee Tyrrell

Absent: Trustee George

Also Present: Administrator Johnsen, Deputy Clerk Johnson

3. Pledge of Allegiance

President Blecker led the Board and audience in the Pledge of Allegiance

4. Public Comments

Patsy Smith addressed the Board with the following issues:

- Appointment of Village Treasurer
- Village of Campton Hills adopted organizational chart
- Treasurer needs to be familiar with the laws of the Police Pension Fund

5. Motion to enter into Closed Session to discuss one or more of the following matters as permitted by the Open Meetings Act made by Trustee Andersen at 7:05pm; seconded by Trustee McKelvie:

- a. Litigation that is filed and pending, or is probable or imminent. 2(c)(11)
- b. Collective negotiating matters. 2(c)(2)
- c. Closed session meeting minutes. 2(c)(21)
- d. Appointment, employment, compensation, discipline, performance, or dismissal of specific employees or officials, including legal counsel. 2(c)(1) & (3)

President Blecker advised agendas are prepared with items in an orderly manner. This change affects visitors and staff in attendance. With Closed Session at the bottom of the agenda, time is not a constraint.

Voice Vote:

4-Ayes - Trustee Andersen, Trustee McKelvie, Trustee O'Dwyer, Trustee Tyrrell

1-Nays - Trustee Millette

Motion Carried.

President Blecker apologized to staff and audience members for the Boards' action.

Board went into closed session at 7:05pm
Regular Meeting reconvened at 8:25pm

6. Consent Agenda

- a. Motion to approve payment of bills per Warrant List #16-20 (See Attachment)
- b. Motion to approve the minutes of the Special Meeting, February 16, 2016 (See Attachment)
- c. Appointment of Harry Blecker as the Plat Officer for the Purpose of Administering the Village's Subdivision Regulations (See Attachment)
- d. Motion to accept the resignation of Jill Long as Village Treasurer (See Attachment)
- e. Motion to advise and consent to the Village President's appointment of Jennifer Johnsen as Village Treasurer

Trustee Andersen removed Item a
Trustee O'Dwyer removed Items c & e

Motion to approve items b and d made by Trustee Tyrrell; seconded by Trustee O'Dwyer

Voice Vote:

5-Ayes

0-Nays

Motion Carried.

Discussion ensued:

Warrant List #16-20

- Trustee Andersen inquired about the outstanding invoice from auditor, Tighe, Kress, & Orr PC, as it was not on the Warrant.
 - Administrator Johnsen advised that Treasurer Long requested further explanation of the overage.

Motion to approve Warrant List #16-20, made by Trustee Andersen; seconded by Trustee Tyrrell.

Roll Call Vote:

5-Ayes: Trustees: Andersen, George, McKelvie, O'Dwyer, Tyrrell

0-Nays

Motion Carried.

Plat Officer

- Trustee O'Dwyer inquired about the appointment.
 - Administrator Johnson advised the Village follows the Subdivision Regulations of the County. Within those regulations, a Plat Officer is appointed.
- Trustee Tyrrell inquired who the backup is as the regulations state a back up is named.

- Consensus is it would be the President Pro Tem
- Trustee O'Dwyer inquired who it had been in the past.
 - Administrator Johnson advised it's always been the President, the Board action tonight will formalize it.

Motion to approve the Appointment of Harry Blecker as the Plat Officer for the Purpose of Administering the Village's Subdivision Regulations made by Trustee Millette; seconded by Trustee Andersen.

Roll Call Vote:

5-Ayes: Trustees: Andersen, George, McKelvie, O'Dwyer, Tyrrell

0-Nays

Motion Carried.

Village Treasurer

- President Blecker advised:
 - This is a temporary appointment. Interviews with two firms are taking place this week. Special meeting next week to meet with the full Board.
 - The Village has payroll to process and vendors to pay and a Treasurer needs to be in place for this to happen.
 - The Village Code does allow for the Village Administrator to hold the appointment of Village Treasurer under 3-1-7, but restricts signatory authority. (President Blecker read the code)
- Trustees confirmed that while Village Administrator Johnson holds the office of Treasurer, she will not sign any checks, as this violates the Village Code.
- Trustee Millette suggested an end date of the appointment as Treasurer of April 5, 2016.
- Trustee Andersen confirmed the process to verify Payroll.
 - Administrator Johnson advised this process has begun. Administrative Assistant Johnson checks the payroll report against the timecards.
 - Trustee O'Dwyer has concerns with this process, as Administrative Assistant reports to the Village Administrator.
 - Board consensus is President Blecker will check Payroll entry and process any needed fund transfers.

Motion to appointment of Jennifer Johnsen as Village Treasurer thru April 5, 2016 with President Blecker verifying payroll and processing fund transfers made by Trustee Millette; seconded by Trustee Andersen.

Roll Call Vote:

5-Ayes: Trustees: Andersen, George, McKelvie, O'Dwyer, Tyrrell

0-Nays

Motion Carried.

7. Erica Ruggiero presented the request to the Board to recommend that Whitney School House be included on the Kane County Register of Historic Places. Ms. Ruggiero gave a

presentation highlighting the history of the school and the clean up that took place on the property.

Owners, Karen and Arthur Gustafson, are in favor of the distinction of a historic place, and are also in favor of moving the structure to a public piece of property for the residents and visitors to enjoy.

Work will continue on the structure and, if or when it is ready to be moved, a grant will be applied for to cover the costs of moving the structure.

Trustees are in favor of the project. Staff will send a letter to the County in favor of the request. Trustee Millette gave a special thanks to the Gustafson's.

Motion to recommend to the Kane County Historic Preservation Commission that the Whitney Schoolhouse (40W011 Burlington Road) be included on the Kane County Register of Historic Places made by Trustee Andersen; Seconded by Trustee Tyrrell.

Voice Vote:

5-Ayes

0-Nays

Motion Carried.

8. **A motion to approve a Resolution Authorizing Execution of a License Agreement Between Wide Open West Illinois, LLC and the Village of Campton Hills for Use of the Village Rights-of-Way made by Trustee Millette; seconded by Trustee Andersen.**

Roll Call Vote:

5-Ayes: Trustees: Andersen, George, McKelvie, O'Dwyer, Tyrrell

0-Nays

Motion Carried.

9. **Motion to approve a Resolution Approving a Plat of Easement for Lot 115 of the Norton Lakes Subdivision made by Trustee McKelvie; seconded by Trustee O'Dwyer.**

Discussion ensued:

- Administrator Johnsen advised:
 - This is the lot that the Village was deeded under the Land/Cash Donation Ordinance.
 - The current easement is a 30 x 30 space. Within this space, there is site line and drainage issues. Expanding the easement to 60 x 60 will eliviate the issue.
 - This is only for the sign that is located on Village property.
 - Maintenance for the sign area is part of the PUD that the association will take care of.

Roll Call Vote:

5-Ayes: Trustees: Andersen, George, McKelvie, O'Dwyer, Tyrrell

0-Nays

Motion Carried.

10. Administrator Johnsen gave an overview of the process that is used to determine the dollar amount of a fund transfer.

Motion to extend the meeting until 9:30pm made by Trustee Andersen; seconded by Trustee Mckelvie

Voice Vote:

5-Ayes

0-Nays

Motion Carried.

Trustee O'Dwyer advised all funds are available for use. Board can always transfer additional funds at a later date by Ordinance.

Motion to approve an Ordinance Committing Portions of the General Fund Balance and the Capital Projects Reserve Fund Balance and Transferring Funds to the Police Pension Fund and the Capital Projects Reserve Fund made by Trustee Tyrell; seconded by Trustee Andersen.

Roll Call Vote:

5-Ayes: Trustees: Andersen, George, McKelvie, O'Dwyer, Tyrrell

0-Nays

Motion Carried.

11. **Motion to fund the Village's portion of the Shady Oaks Drainage Improvement Project through the Capital Projects Reserve Fund made by Trustee Andersen; seconded by Trustee McKelvie.**

Roll Call Vote:

5-Ayes: Trustees: Andersen, George, McKelvie, O'Dwyer, Tyrrell

0-Nays

Motion Carried.

12. **Motion to approve a Resolution Authorizing Application for Kane County Riverboat Funds and Execution of Necessary Documents for the purpose of Wayfinding Signs made by Trustee Andersen; seconded by Trustee Tyrell.**

Discussion ensued:

- The Riverboat does not give the money out. The money from the Riverboat for the Riverboat Grant is given to the County. The County reviews the applications and decides what projects within the County to fund with the grant money.
- Signs will be placed thru-out the center on each side of LaFox Road and Wasco

Roll Call Vote:

4-Ayes: Trustees Andersen, George, McKelvie, O'Dwyer,

1-Nays: Trustee Tyrrell

Motion Carried.

13. Additional Items from the Village President, Trustees, Village Administrator, Village Attorney or Staff

- a. Trustee McKelvie would like to have the Organization chart on the next agenda.
- b. Trustee Tyrrell would like to see items pending have a place holder on the agenda. Trustees agree. President Blecker advised if a Trustee would like an item on the agenda for follow up, they are to email the Village Administrator.

Administrator Johnsen left the meeting at 10:15pm.

- c. President Blecker would like a Trustee to volunteer to inventory signs on IDOT roads within the Village so the Village can ensure the correct information is displayed. Trustee Millette volunteered; will wait until the weather is nicer.
- d. Trustee Millette advised the Metro West drive-down is May 3 – May 4, 2016. Metro West will forward registration information when available.
- e. President Blecker advised Kane County will have the Maxxam Petition on their March 8 agenda. Sign up prior to the meeting if you'd like to address the County Board.
- f. Trustee O'Dwyer advised the Finance Committee discussed having a 10-year snapshot of the Village's finances, income vs. expenses. President Blecker advised to visit the topic with the Finance Committee.

14. Motion to enter into Closed Session as permitted by the Open Meetings Act at 10:20pm to discuss one or more of the following matters made by Trustee Andersen; seconded by Trustee Tyrrell

- e. Litigation that is filed and pending, or is probable or imminent. 2(c)(11)
- f. Collective negotiating matters. 2(c)(2)
- g. Closed session meeting minutes. 2(c)(21)
- h. Appointment, employment, compensation, discipline, performance, or dismissal of specific employees or officials, including legal counsel. 2(c)(1) & (3)

Roll Call Vote:

5-Ayes: Trustees: Andersen, George, McKelvie, O'Dwyer, Tyrrell

0-Nays

Motion Carried.

Board went into closed session at 10:20pm

Regular Meeting reconvened at ~~10:20~~ 12:29pm

President Blecker Called the Roll:

Present: President Blecker, Trustee Andersen, Trustee Millette, Trustee McKelvie, Trustee O'Dwyer, Trustee Tyrrell

Absent: Trustee George

15. Motion to adjourn the meeting at 12:30pm made by Trustee Mckelvie; seconded by Trustee Tyrrell.

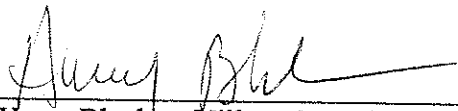
Voice Vote:

5-Ayes

0-Nays.

Motion Carried.

Approved this 5 day of April, 2016.



Harry Blecker, Village President



Nicholas Girka, Village Clerk