

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

March 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 7:22 p.m.
2. **ROLL CALL** – Deputy Clerk Johnson called the Roll:

<i><b>Present</b></i>	<i><b>Absent</b></i>	<i><b>Also Present</b></i>
Trustee Andersen		Administrator Searl
Trustee George		Deputy Clerk Johnson
Trustee Girka		Treasurer Fischer
Trustee O’Dwyer		
Trustee Millette (arrived 7:05pm)		
Trustee Tyrrell		
President Blecker		
3. **PLEDGE OF ALLEGIANCE**  
President Blecker led all those present in the Pledge of Allegiance.
4. **PUBLIC COMMENTS** –
  - a. **John Pree – Plan Commission/ZBA member** –
    - i. Suggested the Board send a letter a letter to Kane County with objections to the petitions:
      1. 7d – no height provided of the cell tower; no falling radius; incomplete/incorrect statements
      2. 7e – application not clear on homeowners intent
  - b. **Maureen Zwier – Campton Township Planning Commission** –
    - i. Acting chair for properties committee
      1. Most open space properties are located in the Village
      2. Line of communication open as they plan usage of the properties; suggestions from Village appreciated as they move forward
    - ii. Garden plots are available and application on line
    - iii. Plans to attend our Plan Commission meetings; Jerry Johnson, PC/ZBA Chair plans to attend the Townships meetings when available
    - iv. Would like our noxious weed list – advised we follow Kane County as of now; will advise if/when that changes
  - c. **Silvana King – Community Relations Committee** -
    - i. Would like thank and celebrate the Volunteers in the community at a future board meeting
5. **Civic Systems – Village Software Presentation**
  - Representatives from Civic Systems gave an overview of the software for the Village Trustees
    - a. Initial cost for the software, yearly maintenance fee and the benefits of having a fund accounting software
    - b. Demonstration on the following applications based on meetings with staff:
      - Accounts Payable

- Cash receipting
- General Ledger
- Building Permits
- c. Transition process should be about 90 days
  - Convert Quick Books date to Civic Systems software
  - Create chart of accounts
  - Transfer data into Civic Systems software
  - Go live - train staff on actual items within the Village
- Board discussion ensued:
  - Dave Eshoo to review IT requirements to ensure we have what is required to run this software
  - Separation of duties within software
  - Positive pay – software will support positive pay and upload checks directly to the bank
  - Should help save in annual audit fees
  - Annual maintenance fee increase – 0-3% - based on Midwest CPI
  - Save time on processing; software works with excel for data downloads
  - Only pay for the modules we want. Can customize and add modules at a later date as we see the need
  - Mobile app in the works for field work
  - Requested the screen shot of the Planning and Zoning module be sent to Village Administrator for future consideration if needed
  - Board consensus is to move forward with a presentation of a contract for consideration at the next meeting.

**6. CONSENT AGENDA**

- a. Motion to approve the minutes of the **February 20, 2018 Committee of the Whole Meeting**
- b. Motion to approve the minutes of the **February 20, 2018 Regular Meeting**
- c. Motion to approve payment of bills per **Warrant List #18-22**
- d. Motion to approve the **Fiscal Year 2017-2018 Meeting calendar**

**MOTION TO APPROVE CONSENT AGENDA** made by Trustee Tyrrell; and seconded by Trustee Andersen

Roll Call Vote:      [AYES: 6]      [NAYES: 0]      [ABSENT: 0]      Motion **CARRIED**  
 Andersen  
 George  
 Girka  
 Millette  
 O'Dwyer  
 Tyrrell

**7. ACTION ITEMS**

- a. **MOTION TO AMEND PERSONNEL POLICY - PAID TIME OFF/MANAGED TIME OFF** made by Trustee Tyrrell; and seconded by Trustee O'Dwyer.
  - Administrator Searl presented amendments to the benefits as identified in the memo contained in the Board packet.

Roll Call Vote: [AYES: 6] [NAYES: 0] [ABSENT: 0] Motion **CARRIED**  
Andersen  
George  
Girka  
Millette  
O'Dwyer  
Tyrrell

- b. MOTION TO PROCEED WITH REQUEST FOR PROPOSAL – BANKING SERVICES** made by Trustee Tyrrell; seconded by Trustee Anderson
- Treasurer Fischer gave an overview of the need for an RFP for banking services
  - Trustees reviewed and commented on the draft submitted
    - Suggested some edits within the document
    - Administrator Searl confirmed the Finance Committee will be opening the sealed proposals with Treasurer and Administrator Searl present
    - Suggestion to inquire if any finance committee member or spouse works for a particular bank; do not send RFP to that bank

Voice Vote: [AYES: 6] [NAYES: 0] [ABSENT: 0] Motion: **CARRIED**

- c. MOTION TO APPROVE AN ORDINANCE AMENDING SECTION 3-3-1 OF THE VILLAGE CODE REGARDING FEE SCHEDULES FOR CERTAIN ACTIVITIES** made by Trustee Millette; seconded by Trustee Tyrrell
- Trustees suggested a complete review of permitting fees prior to the budget approval if staff is able

Roll Call Vote: [AYES: 6] [NAYES: 0] [ABSENT: 0] Motion **CARRIED**  
Andersen  
George  
Girka  
Millette  
O'Dwyer  
Tyrrell

- d. MOTION TO AUTHORIZE VILLAGE ADMINISTRATOR TO SEND A LETTER OF OBJECTION REGARDING KANE COUNTY PETITION FROM PI TOWERS, PROPERTY LOCATED AT 3N800 PECK ROAD, ST CHARLES, IL 60175 TO INSTALL A NEW MULTI-CARRIER TELECOMMUNICATIONS TOWER AND EQUIPMENT** made by Trustee O'Dwyer; seconded by Trustee Millette.
- Letter to note the following:
    - Application does not include:
      - Height of the tower
      - Fall line
      - Lack of concealment of the tower
      - Safety for the youth that frequent that building

Voice Vote: [AYES: 6] [NAYES: 0] [ABSENT: 0] Motion: **CARRIED**

- e. **MOTION TO TABLE KANE COUNTY PETITION FROM JOHN ALLEN, 45W141 RAMM ROAD, MAPLE PARK, IL 60151 TO EXCEED MAXIMUM SQUARE FOOTAGE OF ACCESSORY STRUCTURES AND INCREASE NUMBER OF ALLOWABLE ACCESSORY STRUCTURES** made by Trustee O'Dwyer; seconded by Trustee Tyrell.

Trustee Anderson discussed deficiencies with the submitted application.

**MOTION TO RECONSIDER** made by Trustee O'Dwyer; seconded by Trustee Tyrrell

**MOTION TO AUTHORIZE VILLAGE ADMINISTRATOR TO SEND A LETTER OF OBJECTION REGARDING KANE COUNTY PETITION FROM JOHN ALLEN, 45W141 RAMM ROAD, MAPLE PARK, IL 60151 TO EXCEED MAXIMUM SQUARE FOOTAGE OF ACCESSORY STRUCTURES AND INCREASE NUMBER OF ALLOWABLE ACCESSORY STRUCTURES** made by Trustee Anderson; seconded by Trustee Tyrrell

- Letter to note the following:
  - Request notification when petition is amended and resubmitted for consideration
  - Application does not include:
    - Purpose of the buildings
    - Location of buildings
    - Size of the structures
    - Types of buildings
    - Number of structures in request

Voice Vote: [AYES: 6] [NAYES: 0] [ABSENT: 0] Motion: **CARRIED**

- f. **MOTION TO APPROVE RESOLUTION 18-04 TO GOVERNOR REGARDING SMALL CELL WIRELESS** made by Trustee Millette; seconded by Trustee Tyrrell.

Trustee Tyrrell suggested we send a copy of the resolution to our local senators and representatives.

Roll Call Vote: [AYES: 6] [NAYES: 0] [ABSENT: 0] Motion **CARRIED**  
Andersen  
George  
Girka  
Millette  
O'Dwyer  
Tyrrell

**8. DISCUSSION ITEMS**

**a. Legislative Counsel Procedures**

No Update

**b. Strategic Plan Goals Review**

- Trustee George inquired on the status of Building and Zoning locating the Kane County Data on tiles and drains.
  - Administrator Searl advised staff was going thru files and have not come across them at this time
- Administrator Searl gave an update on the Subdivision and Zoning Ordinance. The Steering Committee has reviewed the zoning ordinance with only the sign section left to review. Information from Trustee George was provided to Camiros for review. Next step is for Camiros to come to a meeting with an updated draft and for review of the sign section.
- Confirm renewal date on Electrical Aggregation Renewal

**c. Board and Committee appointments**

No Update

**d. Ordinance regarding Siting of Small Cell Antennas/Towers in Public Rights of Way**

Trustees to review sample ordinances provided and send comments to Administrator Searl to draft an Ordinance for review and consideration.

**9. ADDITIONAL ITEMS from the Village President, Trustees, Village Administrator, Village Attorney or Staff**

- President Blecker advised IML is supporting a Bill to have statewide referendum regarding home rule status population reduced from 25,000 to 5,000
- Trustee George would like to have the ceremony thanking volunteers on April 3 as this is the 11<sup>th</sup> anniversary of the Village and this would be a good time to hold a gathering.
- President Blecker confirm that Chief Hoffman is retiring May 31, 2018 and the officers have suggested having a get together to celebrate his retirement with current and past employees. Staff to work with Community Relations Committee and Officers to get something set up.
- Administrator Searl reminded the Trustees that there is a special meeting to discuss the budget on March 8. The meeting will be held at Village Hall at 7:00pm.
- President Blecker confirmed with the Board that staff is to have a contract for consideration on the Village Software System. Board confirmed yes with 3-year interest fee option.

- RFQ for Engineering Services draft will be reviewed by Trustee Millette

10. **CLOSED SESSION:** No Closed Session was held.

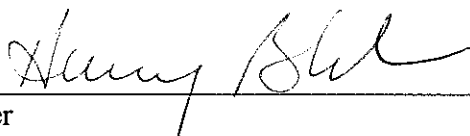
11. **ACTION PERTAINING TO CLOSED SESSION** - There was no action taken.

12. **MOTION TO ADJOURN THE MEETING at 9:30pm**, made by Trustee Tyrrell; and seconded by Trustee George.

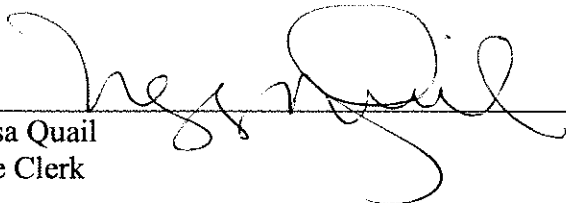
Voice Vote: [AYES: 6] [NAYES: 0] [ABSENT: 0]

Motion: **CARRIED**

Approved this 22<sup>nd</sup> day of March, 2018



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Harry Blecker  
Village President



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Vanessa Quail  
Village Clerk