

**MINUTES FOR THE REGULAR MEETING  
OF THE CORPORATE AUTHORITIES OF THE  
VILLAGE OF CAMPTON HILLS  
AUGUST 15, 2017  
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 7:02 p.m.

**2. ROLL CALL**

Clerk Quail called the Roll:

<b>Present</b>	<b>Absent</b>	<b>Also Present</b>
President Blecker		Trustee Andersen      Administrator Searl
Trustee George		Clerk Quail
Trustee Girka		Police Chief Hoffman
Trustee O'Dwyer		Zoning Officer Fitzgibbon
Trustee Millette		Treasurer Fischer

**3. PLEDGE OF ALLEGIANCE**

President Blecker led all those present in the Pledge of Allegiance.

**4. PUBLIC COMMENTS** – no one present.

**5. CONSENT AGENDA**

- a. Motion to approve the minutes of the August 2, 2017, Regular Meeting
- b. Motion to approve payment of bills per Warrant List #18-08
- c. Motion to appoint Jerry Johnson as Chairman of the Plan Commission/ZBA for a term to expire August 15, 2018.

President Blecker pulled Item a.

**MOTION TO APPROVE ITEMS B AND C OF THE CONSENT AGENDA**, made by Trustee Tyrrell; and seconded by Trustee George.

Voice Vote:                    [AYES: 5]                    [NAYES: 0]                    Motion **CARRIED**

**Item a:** President Blecker noted the revised copy of the August 2, 2017, Regular Meeting, which was provided by Administrator Searl, and contained additions requested by Trustee Tyrrell.

**MOTION TO APPROVE THE MINUTES OF AUGUST 2, 2017, AS AMENDED**, made by Trustee Tyrrell; and seconded by Trustee George.

Voice Vote:                    [AYES: 4]                    [NAYES: 0]                    [ABSTAIN: 1]                    Motion **CARRIED**

*Trustee O'Dwyer abstained because he was not present at the August 2, 2017, regular meeting.*

**6. DEPARTMENT REPORTS**

**a. Police Report – July 2017**

Police Chief Hoffman presented a summary of the July monthly report.

- Nine accidents last month, which is low for the summer months.
- Ticket-writing is making a positive difference in the reduction of accidents.

- Incident reports were up 35% because of mailboxes down and egging reports taking place in Fox Mill.

President Blecker inquired about auto burglaries

- Police Chief Hoffman said that quieter areas seemed to be targeted; but that he would send out an e-alert reminding residents to lock their cars.

Police Chief Hoffman noted an early morning bicycle accident on Campton Hills Road, in which the motorist failed to see the cyclist because of the bright sun.

Police Chief Hoffman said that the National Night Out was the most successful he has seen. He praised the committee and noted larger crowds of residents than in years past.

**b. Treasurer's Report – July 2017**

Treasurer Fischer provided a summary of activity for July, noting that expenses are right where they should be. She also noted state revenue reports (income tax and sales tax) had not been released at the time she produced the July report.

Trustee O'Dwyer asked when the audit will be complete; and Treasurer Fischer advised she expects by September.

**c. Building and Zoning – July 2017**

Building and Zoning Officer Fitzgibbon provided a report of July activity. He thanked the Board for the appointment to the position. He noted three main areas, in order of importance: building permits/inspections; code enforcement; zoning and planning. He explained that he will provide a more detailed report for the Board packets in the future. He praised the Village staff for their support and distributed a pie graph report representing building permit types.

Trustee Tyrrell inquired about Ponderosa property, which residents had appeared over the last several months to express concern about debris on the property. Administrator Searl provided an update on the inoperable vehicles on the property and explained that he did receive a call from the resident who seemed to be unaware of the purpose of the communication from the Village. Administrator Searl characterized the communication as “not productive,” and explained that the resident wanted additional time to follow through on her intent to sell two of the vehicles. Building and Zoning Officer Fitzgibbon distributed photos of the property.

Administrator Searl provided a summary of his discussion with the Village attorney, who advised that the Village give her one more time period of 14 days. He further noted that the handling of inoperable vehicles is simple, and will not be of any cost to the Village. He explained that the nuisance matter would require going to court, and that the resident would face fines. He asked if the Board would give their permission to take the matter to court, noting that the matter is pervasive and that the residents are frustrated.

Discussion followed among the Board, in which Trustee O'Dwyer suggested action be taken since the problem is not getting any better, noting the Board's obligation to the residents. Trustee Millette noted that it is a difficult situation which requires a weighing of the basic standards of living, but expressed that some action be taken.

Trustee Tyrrell concurred with Trustee Millette; and expressed his support to proceed. Trustee Tyrrell also noted that the neighbors were trying to help the resident; but the resident



Voice Vote: [AYES: 5]

[NAYES: 0]

Motion **CARRIED**

- c. **MOTION TO APPROVE A SIGN FEE WAIVER REQUEST FOR THE DOG DAYS OF SUMMER TO BE HELD ON AUGUST 19, 2017**, made by Trustee George; and seconded by Trustee Tyrrell.

Voice Vote: [AYES: 5]

[NAYES: 0]

Motion **CARRIED**

- d. **MOTION TO APPROVE A PERMIT FEE WIAVER REQUEST FROM THE MUSCULAR DYSTROPHY ASSOCIATION FOR THE “FILL THE BOOT” PROGRAM TO TAKE PLACE ON SEPTEMTBER 22, 2017**, made by Trustee George; and seconded by Trustee O’Dwyer.

Voice Vote: [AYES: 5]

[NAYES: 0]

Motion **CARRIED**

- e. **PURCHASE OF GOVERNMENTAL FINANCIAL ACCOUNTING SOFTWARE**

Treasurer Fischer presented a summary of her research gathered from other comparable municipalities’ input on various government finance software. She emphasized the importance of having a backup for the Treasurer functions; and summarized the Survey Monkey data gathered from Metro West. She noted that it is difficult to compare each feature since products vary greatly, and that the purchase would be a 10-15 year investment.

President Blecker inquired about financing options; and Treasurer Fischer said payment can spread the cost over 3 fiscal years.

Trustee Tyrrell praised the reports and data collected, and questioned which modules the Village would absolutely need.

Trustee Tyrrell asked about security. Treasurer Fischer explained that the system could run through the Village server; and that others offer web hosting apart from the Village server. She clarified that users would have their own login and password, and that it could be set up where authorization would vary, such that some might have full access and others would be inquiry-only and can run reports. Trustee O’Dwyer noted the importance of tracking changes.

Treasurer Fischer noted that training would be web-based and one-time fee only.

Trustee Tyrrell asked if any companies offered to come in and present a live demonstration. Treasurer Fischer noted that she had participated in such demonstrations. Trustee Tyrrell asked that various vendors be invited to present so that a proper comparison could be made. Treasurer Fischer mentioned that other municipalities invited the Village to come and see how their systems work.

Trustee O’Dwyer asked about possible avenues for savings, such as: using the payroll module to replace paychecks; eliminating conversion costs by manually loading the current information since the Village does not have a large number of transactions. He further speculated that the cost could come down by approximately \$10,000.

Trustee O’Dwyer asked what finance software Campton Township uses, and suggested entering into an intergovernmental agreement.

Trustee Millette concurred and noted risk/reward in the decision-making process. He emphasized the importance of security.



**MOTION TO TABLE ITEMS H AND I**, made by Trustee Tyrrell; and seconded by Trustee Millette.

Voice Vote:[AYES: 5]

[NAYES: 0]

Motion **TABLED**

**8. DISCUSSION ITEMS**

**a. STRATEGIC PLAN GOALS – REVIEW**

Administrator Searl explained that he was beginning to look at the strategic plan and realized some errors. He noted that Tracy Johnson became involved a year ago, and that the documents originated with the prior Village Administrator. He asked for the Board's direction about whether or not this process should be completed based on what is already done, noting that he didn't want to let the process die, considering the work that had gone into it.

Trustee O'Dwyer recommended to pick out no more than one item per section and see if those can be accomplished, noting that the document's goals were too ambitious. He further praised Administrator Searl for taking some of the items and completing them. He said that Village morale is good; and cautioned the Board not to overwhelm the staff. Trustee Tyrrell concurred.

Trustee Tyrrell said he had reviewed it several times and observed the timeline does not reflect reality, in that there are more things completed, but the timeline has not been updated to show what actually has been accomplished. Administrator Searl said that the timeline had not been updated in about a year.

Administrator Searl specifically asked about a Town Hall Meeting. Trustee Millette clarified that such meetings would be held every two years.

The Board agreed to allow Administrator Searl to update the timeline before the matter is further discussed.

**9. PROJECTS/UPDATES – No discussion**

**10. CLOSED SESSION-** The Board did not enter closed session.

**11. MOTION TO ADJOURN THE MEETING** at 8:59pm made by Trustee Tyrrell: and seconded by Trustee George.

Voice Vote: [AYES: 5]

[NAYES: 0]

Motion **CARRIED**

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2017

\_\_\_\_\_  
Harry Blecker, Village President

\_\_\_\_\_  
Vanessa Quail, Village Clerk