

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

SEPTEMBER 19, 2017

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 7:02 p.m.
2. ROLL CALL – Clerk Quail called the Roll:

Present	Absent	Also Present
Trustee George	Trustee Andersen	Administrator Searl
Trustee Girka		Police Chief Hoffman
Trustee O’Dwyer		Treasurer Fischer
Trustee Millette (<i>arrived at 7:03 p.m.</i>)		Zoning Officer Fitzgibbon
Trustee Tyrrell		Attorney Tappendorf
President Blecker		Clerk Quail
3. PLEDGE OF ALLEGIANCE – President Blecker led all those present in the Pledge of Allegiance
4. PUBLIC COMMENTS – There were no public comments.
5. PRESENTATION – Norm Turner, Jack Erwin and Akshara Vivekananthan of Changing Children’s Worlds Foundation (CCWF) made a presentation on the organization’s goal to provide children, adolescents and families with a supportive network of caregivers and professionals. They explained having met with mayors, community leaders and school boards in the Fox Valley, in hopes of gaining support and awareness of CCWF’s community resources to help promote empathetic and non-violent principles, coping mechanisms and parenting solutions. CCWF emphasized that they are a mission-driven organization which operates on private grants, and asked the Board to be hospitable to their outreach efforts in Campton Hills.
6. CONSENT AGENDA
 - a. MOTION TO APPROVE THE MINUTES OF THE SEPTEMBER 5, 2017 REGULAR MEETING
 - b. MOTION TO APPROVE PAYMENT OF BILLS PER WARRANT LIST #18-10
 - c. MOTION TO APPROVE NORM TURNER AS CHARIMAN OF THE COMMUNITY RELATIONS *AD HOC* COMMITTEE TO REVIEW OUSTANDING CITIZEN OF THE YEAR NOMINATIONS FOR A TERM TO EXPIRE FEBRUARY 6, 2018
 - d. MOTION TO APPROVE TRUSTEE MILLETTE TO THE COMMUNITY RELATIONS *AD HOC* COMMITTEE TO REVIEW OUSTANDING CITIZEN OF THE YEAR NOMINATIONS FOR A TERM TO EXPIRE FEBRUARY 6, 2018
 - e. MOTION TO APPROVE LAUREL GARZA TO THE COMMUNITY RELATIONS *AD HOC* COMMITTEE TO REVIEW OUSTADING CITIZEN OF THE YEAR NOMINATIONS FOR A TERM TO EXPIRE FEBRUARY 6, 2018

President Blecker pulled Item b from the Consent Agenda.

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

Roll Call Vote: [AYES: 5] [NAYES: 0] Motion **CARRIED**
George
Girka
O’Dwyer
Millette
Tyrrell

MOTION TO APPROVE ITEM 6B AS AMENDED, made by Trustee George; and seconded by Trustee Tyrrell.

Item 6b: President Blecker explained that he pulled Item b because a correction is required, and therefore requested to remove the check in the amount of \$218.75 payable to Montana & Welch. The warrant should be amended to reflect a total amount of \$216,504.58.

Rolle Call Vote: [AYES: 5]

[NAYES: 0]

Motion **CARRIED**

George
Girka
O'Dwyer
Millette
Tyrrell

7. DEPARTMENT REPORTS – AUGUST 2017

a. Police Department

Police Chief Hoffman provided an overview of the August report, particularly noting accidents trending down, due to an increase in speeding tickets. He noted that the new squad car is in the process of being outfitted.

Police Chief Hoffman also briefly reported on the United Fall Fest, stating that there was only one call for service. He praised the officers who were present at the event.

Trustee Tyrrell expressed appreciation for the report; and also noted an increase in tickets between 11:00 p.m. to 2:00 a.m. Chief Hoffman indicated that the officer on duty during that shift is an effective ticket writer, and also reported that the police are not seeing as many DUI's as they had in the past.

b. Treasurer - Treasurer Fischer briefly provided summaries of the monthly reports:

i. Financial Reports

Treasurer Fischer noted that the Police pension is performing well, and that the balance sheet appears healthy. She read from the summary memo provided in the Board packet.

Trustee Tyrrell questioned p. 10 of 10 *budget vs actual*, identifying that the net ordinary income of 251% of budget seems askew. Treasurer Fischer said that she will get an answer back to the Board.

Trustee O'Dwyer emphasized his request that the financial statements be dated as of the month-end, noting that the current reporting makes it difficult for the Board to easily compare monthly periods year to year. He also made the following inquiries:

He noted that the local use tax seemed light and asked if additional payments are expected; and Treasurer Fisher said that more payments are indeed expected.

He questioned the status of the electrical aggregation fee owed to the Village. Administrator Searl indicated that the Village has to send an invoice, but will provide a more specific answer and updates to the Board.

Trustee O'Dwyer questioned the status of the Comcast fees, noting only one of four has been received; and asked if the Village expects to receive another. Treasurer Fischer estimated receipt this month, and explained it is paid out once a quarter.

ii. Software Selection Update

Treasurer Fischer provided an update of her analysis of various options for new financial software. She referred to a summary memo and matrix which were included in the Board packet.

Trustee Tyrrell observed that the prior matrix Treasurer Fischer provided also included costs, and requested that the costs be included again in the current matrix. Trustee Tyrrell reminded Treasurer Fischer that he had recommended looking into QuickBooks Enterprise; and that based on his own research, he found that QuickBooks Enterprise has the ability to track changes and utilize separate login ID's. He disagreed with Treasurer Fischer's assessment of QuickBooks Enterprise's capabilities, and asked that the matter be further discussed at a later time with Administrator Searl.

Trustee George thanked Treasurer Fischer for assembling the information.

c. **Building and Zoning**

Zoning Officer Fitzgibbon provided a 30-day report, noting particularly the completion of 20 building inspections as well as code inspections (primarily for property maintenance/disrepair). He also mentioned various meetings, including: the Plan Commission/Zoning Board of Appeals where there were no public notice/hearings; Brian Larsen, regarding an ornamental rooftop structure; and Colin Smith (owner of Balmoral Restaurant) regarding an outdoor patio and signage, which may have the potential for drainage issues and variances, respectively.

Zoning Officer Fitzgibbon gave accolades to the administrative staff in generating 64 permits in the past month.

Trustee Girka praised Fitzgibbon's work product, and asked how many unpermitted jobs could possibly be happening. Zoning Officer Fitzgibbon estimated that there is more voluntary action in this community than in others, and that he had only detected one missing permit over the course of the two months he has held the position.

8. **ACTION ITEMS**

- a. **MOTION TO ACCEPT THE APPOINTMENT OF ANDRO LERARIO TO THE PUBLIC WORKS COMMITTEE FOR A TERM TO EXPIRE 9/19/18**, made by Trustee Millette; and seconded by Trustee O'Dwyer.

Trustee Tyrrell asked Mr. Lerario what inspires him to volunteer for public works; and Mr. Lerario expressed his passion for the Village, and his desire to help and become an active member of the community.

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

- b. **MOTION TO ACCEPT THE APPOINTMENT OF MAUREEN ZWIER TO THE PUBLIC WORKS COMMITTEE FOR A TERM TO EXPIRE 9/19/18**, made by Trustee Millette; and seconded by Trustee George.

Trustee Tyrrell noted that Ms. Zwier has been very involved in the Village for a long time.

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

- c. **MOTION TO ACCEPT THE APPOINTMENT OF SUE CLARKSON TO THE PLANNING COMMISSION FOR A TERM TO EXPIRE 9/19/22**, made by Trustee Millette; and seconded by Trustee Tyrrell.

Ms. Clarkson spoke briefly about her background and interest in the position.

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

- d. **MOTION TO ACCEPT THE APPOINTMENT OF TOM BIHUN TO THE WATER RESOURCES COMMITTEE FOR A TERM TO EXPIRE 9/19/18**, made by Trustee O'Dwyer; and seconded by Trustee George.

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

- e. **MOTION TO ACCEPT THE APPOINTMENT OF KYLE WRIGHT TO THE WATER RESOURCES COMMITTEE FOR A TERM TO EXPIRE 9/19/18.**

President Blecker pulled Item 8e for discussion in the future.

- f. **MOTION TO TABLE APPROVAL A CONTRACT, PENDING AN ADDITIONAL BID, FOR TREE TRIMMING ALONG MCDONALD ROAD**, made by Trustee Tyrrell; and seconded by Trustee O'Dwyer.

Administrator Searl provided a summary of the need for the trees to be trimmed, since they are obstructing the view of the roadway, and interfering with mowing. He explained that there is always a

need for tree trimming; and the volume of work is too much for the Campton Highway District to complete in a timely manner.

Trustee Tyrrell requested that there be some kind of tree inventory and/or assessment of the scope of the work, along with the cost. He also recommended that quotes be compared among various tree trimming/removal services, and that an additional one be obtained.

Trustee O'Dwyer asked which account(s) would be used to pay for the tree trimming, and requested that specific account numbers be identified in the future. Administrator Searl indicated that the funds are being split between MFT (because it is related to safety/maintenance trimming); and Road & Bridge.

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

- g. **MOTION TO APPROVE A CONTRACT FOR SINK HOLE REPAIR: FARMVIEW**, made by Trustee Tyrrell; and seconded by Trustee George.

Administrator Searl provided an explanation and history of the sink hole, and related erosion problems. He described that Mr. Scott Eveland of the Campton Township Highway District has concerns that collapse is inevitable if no action is taken.

Trustee Tyrrell asked if the problem is attributable to the drainage, and if those drainage issues would be ongoing beyond the repair of the road. Discussion continued between Trustees Millette and Tyrrell and Administrator Searl, in which Administrator Searl offered to call Mr. Eveland to find out if the repair would be enough to solve the problem in the long term, regardless of any action the owner of the private land would take to solve the drainage problem. Trustee George asked if the private property portion of the problem would have an adverse effect on the Village's efforts to repair the sink hole.

At 8:18 p.m., President Blecker ordered a five-minute recess for Administrator Searl to call Mr. Eveland. President Blecker reconvened the meeting at 8:25 p.m.

After speaking with Mr. Eveland, Administrator Searl reported that the proposed repair is projected to last approximately 20 years, regardless of the property owner's action.

Roll Call Vote: [AYES: 5] [NAYES: 0] Motion **CARRIED**
George
Girka
O'Dwyer
Millette
Tyrrell

- h. **MOTION TO APPROVE A CONTRACT, NOT TO EXCEED \$3,000, FOR SINK HOLE REPAIR: HEMLOCK DRIVE AND BLACK WILLOW DRIVE**, made by Trustee Millette; and seconded by Trustee Tyrrell.

Administrator Searl referenced pictures and provided a summary of the problem, noting that a neighbor reported to the Township that a young child got stuck/leg was caught in the sink hole. The Township promptly placed barricades around the area.

Roll Call Vote: [AYES: 5] [NAYES: 0] Motion **CARRIED**
George
Girka
O'Dwyer
Millette
Tyrrell

- i. **MOTION TO TABLE ORDINANCE AMENDING SECTION 1-7-10 OF CHAPTER 7 OF TITLE 1 OF THE VILLAGE CODE REGARDING EXPIRATION OF TERM OF OFFICE OF APPOINTED OFFICER**, made by Trustee Millette; and seconded by Trustee O'Dwyer.

Trustee Millette explained a proposed solution which came about in an earlier meeting with Administrator Searl who proposed the formation of an administrative committee to help vet candidates for appointed positions. Trustee Millette urged the Board to give Administrator Searl some time to develop the idea.

Voice Vote: [AYES: 3] [NAYES: 2] Motion **TABLED**

- j. **MOTION TO TABLE ORDINANCE AMENDING SECTION 1-7d-1 OF ARTICLE D OF CHAPTER 7 OF TITLE 1 OF THE CAMPTON HILLS VILLAGE CODE REGARDING THE TERM OF OFFICE OF THE VILLAGE ATTORNEY**, made by Trustee Millette; and seconded by Trustee O'Dwyer.

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

9. DISCUSSION ITEMS

- a) Administrator Searl provided an update on the Strategic Plan Goals Review, and noted the format was in accordance with Trustee O'Dwyer's prior request to prioritize the content.

Trustee George, on behalf of the Water Resources Committee, asked the Board if they have a directive for the committee. Trustee O'Dwyer said the first priority is the subdivision zoning; and that the committee should begin prioritizing anticipated projects. There was consensus amount the Board members present that the zoning be completed before it is shared with the committee.

Discussion continued between Trustees O'Dwyer and George regarding funding. Funding is tied to specific problems. George noted discussion on drain tile, detention pond repair assistance. All depends on grant money received. If the Committee could look at the grant and put together ideas. Blecker suggested Fitzgibbon be present. O'Dwyer asked that priorities be identified by the committee. George noted these discussions have been ongoing but sporadic.

The Board members present agreed that drainage issues are reviewed by the Public Works Committee; and that conservation/recharge be reviewed by the Water Resources Committee. Tyrrell said drainage would be a larger scope and should involve public works.

- b) Outstanding Citizen's Award – *Ad Hoc* Committee
Administrator Searl provided an update on the forming the committee, thanking Trustee Millette for his assistance, and noted that criteria for the award had been discussed.
- c) Legislative Counsel Usage Procedure
Trustee Tyrrell suggested to hold off on discussion of the matter until Trustee Andersen is present, and the Board agreed.
- d) Larsen Permitting Issues

- i. Globe – Accessory Structure
Mr. Brian Larsen and his Attorney, Mr. Jim Newman were present for the discussion.
Zoning Officer Fitzgibbon explained that the 1,200-pound globe would alter the structure and therefore a permit would be required in order for the Village to have the ability to inspect it. He noted that he had a face-to-face meeting with Mr. Larsen and learned that the structure was reviewed by an architect who deemed it structurally sound. Trustee Millette clarified that the evaluation was made by an architect, and not an engineer.

Attorney Tappendorf clarified that this matter relates to the interpretation of the Code, for which the Zoning Officer is responsible; and is not a liability issue for the Village. Administrator Searl said that Zoning Officer Fitzgibbon's interpretation was informed by the expertise of B&F, an inspection firm retained by the Village.

The Board members present discussed their varying opinions on the matter; and Trustee Millette offered a solution to waive the \$200 permit fee, acknowledging that Mr. Larsen's light show is generally favorable in the community. Trustee O'Dwyer concurred, noting that permits are not required for holiday decorations. Trustee Millette recalled a common practice

in other municipalities for special event tents, where the applicant pays the permit fee for the first year; but enjoys a waiver of the fee for subsequent years.

Trustee George expressed her preference that the fee not be waived in light of the many hours and expenses the Village incurs in the handling of such matters. She further noted that the taxpayers should not bear the expense, and that everyone has a shared obligation to follow the Code.

Trustee Girka expressed his disappointment and frustration with the volatility of the discussion year after year, and strongly urged Mr. Newman to understand that in general an agreement can be reached when there is adequate planning and discussion in advance.

Speaking on behalf of his client, Mr. Newman stated that the discussion is not about money, but rather about the Code, of which he sees no explanation requiring a permit.

Discussion concluded with the understanding that the Village will work with its Attorney to draw up an agreement to address the permit issue, but ensure that the Village can inspect the structure.

ii. Parking Lot

Trustee O'Dwyer asked to delay the discussion for another time. President Blecker asked Zoning Officer Fitzgibbon to lay out a history of this matter, for distribution to the Board.

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

Trustee Tyrrell inquired about the ongoing nuisance issues relating to the Ponderosa property. Administrator Searl reiterated that the property owner has taken the appropriate steps to license the vehicles, acknowledging there is progress; but that some things still need to be monitored. Administrator Searl said that the property owner acknowledged that there is work that still needs to be done. Trustees George and Tyrrell expressed their thanks to Administrator Searl for his attentiveness to the matter.

Trustee Tyrrell praised the recent editions of *Community Counts*, and suggested additional content on recycling, perhaps once a quarter on topics for television disposal and medicine drop-off at the sheriff's office, and guidance about the disposal of hazardous materials. Trustee George recommended using the SCARCE web page as a resource for recycling news.

Trustee Millette reminded the Board about Prairie Fest, which is Saturday at 1:00 p.m. to 4:00 p.m. at Corron Farms.

Trustee O'Dwyer inquired about the annual audit, and Administrator Searl said they are close to completion. Trustee O'Dwyer also asked what amount does the additional deposit need to be for the Police Pension; and Administrator Searl said that he will obtain that information.

Trustee O'Dwyer expressed concern about getting an understanding about the requirements for a Police defined contribution plan. Administrator Searl explained that it would have to be in place by January 1, 2019, and that the Chief is going to a pension conference soon; but that IML is also expected to provide information in the coming months.

11. **CLOSED SESSION – MOTION FOR THE BOARD TO GO INTO CLOSED SESSION AS PERMITTED BY THE OPEN MEETINGS ACT TO DISCUSS LITIGATION THAT IS FILED AND PENDING, OR IS PROBABLE OR IMMINENT 2(c)(11)**, made by Trustee George; and seconded by Trustee Millette.

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

The regular meeting resumed at 9:26 p.m. Clerk Quail called the Roll:

Present	Absent	Also Present
Trustee George	Trustee Andersen	Administrator Searl
Trustee Girka		Attorney Tappendorf

Trustee Millette
Trustee O'Dwyer
Trustee Tyrrell
President Blecker

Clerk Quail

12. ADJOURNMENT - **MOTION TO ADJOURN THE MEETING at 9:27pm**, made by Trustee Tyrrell;
and seconded by Trustee George.

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

APPROVED THIS _____ DAY OF _____, 2017

Harry Blecker, Village President

Vanessa Quail, Village Clerk