

**MINUTES FOR THE REGULAR MEETING
OF THE CORPORATE AUTHORITIES OF THE
VILLAGE OF CAMPTON HILLS
OCTOBER 6, 2015 7:00 P.M.**

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

1. Call to Order

President Blecker called the meeting to order at 7:01p.m.

2. Roll Call

Clerk Girka called the roll:

Present: President Blecker, Trustee Andersen, Trustee George, Trustee McKelvie, Trustee O'Dwyer, Trustee Tyrrell, Trustee Mellette (arrived 7:05pm)

Also Present: Administrator Johnsen, Attorney Tappendorf, Clerk Girka

3. Pledge of Allegiance

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

4. Public Comments

Charles Cappell, Longacre Drive -

- Former Village Trustee Cappell thanked the Board for their service.
- Advised he conducted research on District 303 and population growth. Mr. Cappell presented the Board with his findings.
- He stated that he picked up the latest Kane County GIS information for the Village.
- He would like to see more bike paths and access for cyclists.
- He would like to see a more "deliberative democracy" practiced by the Village. Advocate for allowing a question and answer time between the public and the Board.

5. Consent Agenda [By a single unanimous vote, called an omnibus vote, the Board may approve a number of unrelated items. There may be no discussion, but any Trustee may remove any one or more items from the Consent Agenda, whereupon that item goes on the agenda below.]

- a. Motion to approve payment of bills per Warrant List #16-10
- b. Motion to approve the minutes of the September 15, 2015 Meeting
- c. Motion to advise and consent to the Village President's reappointment of Norm Turner to the Community Relations Committee for a term expiring October 6, 2017
- d. Motion to accept the resignation of Tom Jassoy as Chair of the Economic Development Committee
- e. Motion to approve a Tax Levy Ordinance for Special Service Area Number One – Evening Prairie Drainage Improvements for May 1, 2015 – April 30, 2016
- f. Motion to approve a Tax Levy Ordinance for Special Service Area Number Three – Burning Tree Drainage Improvements for May 1, 2015 – April 30, 2016

Trustee O'Dwyer removed items A, D

Motion to approve items B, C, E, F made by Trustee Tyrrell; seconded by Trustee George

Roll Call Vote:

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

0-Nays

Motion Carried.

Discussion Warrant List #16-10:

- Trustee O'Dwyer asked for explanation on code services process.
 - Administrator Johnsen provided explanation.
- Trustee O'Dwyer asked about software for Police Department
 - Administrator Johnsen provided explanation.
- Question on payment for Planning Commission Meeting Minutes
 - Administrator Johnsen explained this was last fiscal year.
- Trustee George commented on IML conference expenses. Trustee George suggested not staying overnight for local area conferences in the future.
 - President Blecker added that he and Administrator Johnsen will work on a policy for attending meetings.

Motion to approve payment of bills per Warrant List #16-10 made by Trustee O'Dwyer; Seconded by Trustee Tyrrell

Roll Call Vote:

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

0-Nays

1-Abstain: Trustee Andersen

Motion Carried.

Discussion resignation of Tom Jassoy

- Trustee O'Dwyer asked why Mr. Jassoy is resigning as Chair Person
 - Administrator Johnsen explained that he is too busy due to work commitments to lead the committee but would still like to be a member.
 - Trustees would like to see a formal letter of resignation.
 - Administrator Johnsen said she would be able to provide that.

Motion to accept the resignation of Tom Jassoy as Chair of the Economic Development Committee made by Trustee O'Dwyer; seconded by Trustee Tyrrell

Voice Vote:

6-Ayes

0-Nays

Motion Carried.

6. Motion to approve an Ordinance Adopting the Budget Procedure and Amending the Duties of the Finance Committee made by Trustee Millette; seconded by Trustee McKelvie

Discussion ensued:

- Administrator Johnsen provided comment and explanation.
- Finance Committee Chairperson Reiger believes in adopting a budget system.
 - The Finance Committee supports this ordinance and would allow the committee to be better utilized.

- President Blecker complimented the members of the Finance Committee for their professionalism.
- Trustee O'Dwyer supports moving to a budget process.
 - Asked for clarification on roles of department heads amending line item expenditures.
 - Administrator Johnsen explained how this process allows for more precise tracking of expenditures.
 - This process would not amend the budget but create sub categories under already budgeted expenditures.
- Administrator Johnsen provided explanation about the Budget Officer position.
 - Questions arose about the compensation of the Budget Officer position.
 - Attorney Tappendorf provided explanation that it is required by State Statute, but amount is determined by the Board.
 - That amount can be zero dollars.
 - It allows for future discretion on compensation levels by the Board.

Roll Call Vote:

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

0-Nays

Motion Carried.

7. Motion to approve the appointment of Village Administrator Jennifer Johnsen, at a compensation level of \$0.00, as the Budget Officer for a term expiring May 7, 2019 made by Trustee Millette; seconded by Trustee George

Discussion ensued:

- Trustee O'Dwyer asked if consideration should be given to adding this to the list of duties for the administrator.
 - Administrator Johnsen noted that although this duty could fall under the Treasurer, a policy document falls beyond what a Treasurer's duty covers and this is best prepared by the Administrator.
 - Administrator Johnsen will delegate duties in the preparation of the budget.

Roll Call Vote:

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

0-Nays

Motion Carried.

8. Presentation of a Marketing Tagline by the Economic Development Committee

Discussion ensued:

- Administrator Johnsen provided explanation on how the Economic Planning Commission came about creating the tagline.
 - After much discussion the EDC came up with a graphic design and tagline to help support local businesses.
 - This will be used to promote and market our business community.
- Trustee George thanked the EDC for their hard work on this item.
- Trustee George would like to see the Board financially support the professional development of a tagline for the Village in the future.

- President Blecker commented that this is a good starting point.

9. Motion to approve a Zoning Variation Ordinance for 40W134 Campton Crossings Drive, Campton Hills, Illinois for UMI Pizza Inc. dba Craft Works Pizza made by Trustee Tyrrell; seconded by Trustee Millette

Discussion ensued:

- Trustee Tyrrell opened discussion requesting an explanation on the signs. Is this issue about the size of the signs or the number of signs?
- Trustee Tyrrell asked if it is clearly defined what is allowed in the code.
- Trustee Tyrrell suggested that Village regulations be clearly explained during the permit process.
 - Administrator Johnsen explained that during the permitting process a design is submitted, usually by a sign company. If a design does not meet code, then they are informed that a variance is required.
- Trustee McKelvie stated his concern for setting precedent by allowing this variance to be approved.

Roll Call Vote:

2-Ayes: Trustee George, Trustee Millette

4-Nays: Trustees Andersen, McKelvie, O'Dwyer, Tyrrell

Motion failed.

Discussion ensued:

- Discussion took place trying to find a solution to allow for the variance of the signage.
- Planning Commission Member John Pree was present and provided comment on how the Commission unanimously voted to approve this variance.
- Consensus was to set a termination date of five (5) years for the variance.

Motion to approve a Zoning Variance Ordinance for 40W134 Campton Crossings Drive, Campton Hills, Illinois for UMI Pizza Inc. dba Craft Works Pizza with an expiration of October 6, 2020 made by Trustee Millette; seconded by Trustee McKelvie.

Roll Call Vote:

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

1-Nay: Trustee Tyrrell

Motion Carried.

10. Motion to accept the bid from Builders Paving for \$114,048.00 for the Crawford Road Resurfacing Project made by Trustee Millette; seconded by Trustee George

Discussion ensued:

- Trustee O'Dwyer stated his concerns about spending money on any project at this time due to funding issues with the State.
- Trustee Millette stated that he respected Trustee O'Dwyer's objection but that this project is critical at this time.

Roll Call Vote:

5-Ayes: Trustees Andersen, George, McKelvie, Millette, Tyrrell
1-Nay: Trustee O'Dwyer
Motion carried.

11. Motion to accept the renewal quote received by Roberts Jassoy Benefits Group for the benefit year beginning December 1, 2015 and ending November 30, 2016 for employee health and dental insurance provided by Blue Cross Blue Shield of Illinois and employee life insurance provided by Dearborn National made by Trustee Andersen; seconded by Trustee George

Discussion ensued:

- Trustee Tyrrell asked for clarity on why some employees who are eligible are not taking benefits.
 - Administrator Johnsen explained that in some situations it is adventitious for the employees to receive their benefits elsewhere.

Roll Call Vote:

6-Ayes: Trustees Andersen, George, McKelvie, Millette, O'Dwyer, Tyrrell
0-Nays
Motion carried.

12. Motion to approve a Resolution to accept a Proposal from Civic Plus for Website Redesign and Maintenance Services made by Trustee Tyrrell; seconded by Trustee Andersen

Discussion ensued:

- President Blecker opened the discussion that the current website is barely functioning.
 - He noted that this is a want and not a need, although it is critical to address this issue sooner than later.
 - With the dysfunction of the current website, the staff cannot maintain it.
- Trustee Andersen asked if upgrading the server would help.
 - Administrator Johnsen stated that it would not, as the website is not hosted on the Village's server.
- Trustee O'Dwyer asked why the cost was extrapolated over 8 years.
 - Administrator Johnsen explained that this was based on the length of existence of the current website and what a future website might be.
- Trustee George asked about the difference between Civic Plus and Animagic.
 - Administrator Johnsen explained that Civic Plus designs websites specifically for governmental agencies.
- Trustee Tyrrell asked that surveys still be provided on a non-web based platform for certain constituents and be budgeted next fiscal year.
- Trustee Andersen asked about referrals.
 - Administrator Johnsen stated that she does not have any at this time, but will provide some.

Roll Call Vote:

6-Ayes: Trustees Andersen, George, McKelvie, Millette, O'Dwyer, Tyrrell
0-Nays
Motion carried.

13. Discussion of a petition to Kane County for a map amendment and a special use permit submitted by Development Properties, Inc. for the Kane County Country Market made by Trustee Tyrrell; seconded by Trustee O'Dwyer

Discussion ensued:

- Trustee George voiced concerns for the location and its effects on the aquifer recharge area.
- Trustee George asked about how it relates to the County's 2040 plan.
- Trustee Tyrrell voiced his concern due to the proximity to an adjacent cemetery.
- Plan Commission Member John Pree pointed out that the commission had concerns in regards to its effect on traffic and spot zoning.
- Village Board consensus was to draft a resolution objecting to the petition for the reasons discussed.

14. Discussion of a petition to Kane County for a special use permit submitted by Maxxam Partners LLC for the property formerly known as Glenwood Academy (41W400 Silver Glen Road)

Discussion ensued:

- Trustee Millette asked if the Village has received official notice.
 - Administrator Johnsen:
 - Confirmed that we have not.
 - Stated that the Kane County Staff has decided to accept the permit application.
 - Attorney Tappendorf and Administrator Johnsen, along with Building and Zoning Officer Ranieri, will be meeting with the County to receive explanation on why the permit is being accepted.

Motion to table discussion until the next scheduled meeting made by Trustee Tyrrell; seconded by Trustee George

Voice Vote:

6-Ayes

0-Nays

Motion carried.

15. Motion to enter into closed session to discuss one or more of the following matters made by Trustee Millette; seconded by Trustee George

- 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. Security procedures and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public or public property. 2(c)(8)
- e. Appointment, employment, compensation, discipline, performance, or dismissal of specific employees or officials, including legal counsel. 2(c)(1) & (3)

Roll Call Vote:

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

0-Nays

Motion carried.
Trustee Millette left the meeting at 9:27p.m.

Board entered closed session at 9:00p.m.
Regular meeting reconvened at 10:00p.m.

Clerk Girka Called the Roll:

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

Absent: Trustee Millette

Also Present: Clerk Girka, Administrator Johnsen, Attorney Tappendorf

Motion to extend the meeting made by Trustee George; seconded by Trustee Tyrrell

Roll Call Vote:

4-Ayes: Trustees Andersen, George, McKelvie, Tyrrell

1-Nay: Trustee O'Dwyer

Motion Carried.

16. Motion to table consideration of a Resolution Adopting the Emergency Operations Plan for the Village of Campton Hills made by Trustee Tyrrell; seconded by Trustee Andersen

Voice Vote:

5-Ayes

0-Nays

Motion carried.

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

Discussion ensued:

- Trustee Andersen provided comment on her attendance at the IML Conference and passed out materials.
- Administrator Johnsen spoke about the EDC hosting an After Hours event on Wednesday October 14th between 5-7p.m.
- Resolution regarding a petition to Kane County for a map amendment and a special use permit submitted by Development Properties, Inc. for the Kane County Country Market will be added to Special Meeting Agenda on Tuesday October 13.
- Trustee Tyrrell asked about signage issues at Fox Mill.
 - Administrator Johnsen stated that the Fox Mill has complied with the Village's requirements.

18. Motion to adjourn the meeting at 10:14p.m. made by Trustee Tyrrell; seconded by Trustee O'Dwyer

Voice vote:

5-Ayes

0-Nays

Motion carried.

Approved this 20 day of October, 2015.



Nicholas Girka, Village Clerk



Harry Blecker, Village President