

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

October 17, 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 7:03 p.m.
2. **ROLL CALL** - Clerk Quail called the Roll

Present

Trustee Andersen*
Trustee George
Trustee Girka
Trustee O'Dwyer
Trustee Millette (*arrived 7:05 p.m.*)
Trustee Tyrrell
President Blecker

Absent

None

Also Present

Administrator Searl
Zoning Officer Fitzgibbon
Police Chief Hoffman
Clerk Quail

**present via telephone at 7:07 p.m.*

3. **PLEDGE OF ALLEGIANCE** - President Blecker led the Pledge of Allegiance.
4. **PUBLIC COMMENTS** – There were no public comments.
5. **CONSENT AGENDA**
 - a. MOTION TO APPROVE THE MINUTES OF THE OCTOBER 3, 2017 REGULAR MEETING
 - b. MOTION TO APPROVE PAYMENT OF BILLS PER WARRANT LIST #18-12
 - c. MOTION TO APPOINT MATT FITZGIBBON AS BUILDING AND ZONING OFFICER EFFECTIVE NOVEMBER 1, 2017

Trustee Tyrrell pulled item a.

MOTION TO APPROVE THE CONSENT AGENDA ITEMS B AND C, made by Trustee O'Dwyer; and seconded by Trustee George.

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

MOTION TO ALLOW TRUSTEE ANDERSEN TO JOIN THE MEETING VIA CONFERENCE CALL, made by Trustee Millette; and seconded by Trustee George.

Trustee Andersen indicated that she was unable to be present because of work obligations.

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

Trustee Andersen joined the meeting via telephone at 7:07 p.m.

MOTION TO APPROVE THE MINUTES, AS AMENDED, OF THE OCTOBER 3, 2017, REGULAR MEETING, made by Trustee Millette; and seconded by Trustee George.

Trustee Tyrrell presented minor typographical errors, and noted additions and clarifications of details relating to the payments to Montana & Welch.

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

6. DEPARTMENT REPORTS – SEPTEMBER 2017

a. POLICE

Police Chief Hoffman provided an overview of the monthly report, noting particularly 3 DUI's as well as a recent heroin overdose which the responding officer successfully treated with Narcan.

President Blecker inquired about the new squad vehicle. Chief Hoffman estimated that it should be completed by the end of the week, also noting that he expected the old squad car to be picked up soon and stripped for use by the Village's Building and Zoning Officer.

Trustee George asked about the recent recall of Ford vehicles; and Chief Hoffman said that no issues have come up; but that they have until 2018 to bring the vehicles in to be serviced. He emphasized that none of the officers have raised any concerns about the operability of the vehicles; but that he expected to take the vehicles in to be serviced, as time allows in the near future.

b. TREASURER

Administrator Searl provided a brief summary on behalf of Treasurer Fischer, noting the highlights in the monthly memo. He provided update on the financial software project, noting that they are currently looking at the "Enterprise" version of Quick Books, and Clerk Books package - the latter of which only supports communities no larger than 5,000.

He explained that he had a telephone conference with a representative from Quick Books Enterprise, who indicated that the product would not be suitable for the needs of the Village. Instead, the representative recommended a web site to consult with a pro advisor. Administrator Searl also explained his findings from another telephone conference with a finance director in Westmont who utilizes Quick Books for the municipality's library system and he noted that they have to conduct a trial balance every month because the system does not perfectly balance with the regal deposits. Administrator Searl concluded the discussion by saying that additional research is necessary.

Trustee O'Dwyer made technical recommendations regarding the monthly summaries on the balance sheet. President Blecker encouraged Trustee O'Dwyer to speak directly with Treasurer Fischer.

Trustee Tyrrell commented that the Comcast fees seemed to be lagging, and asked if there was any indication that Comcast would be catching up on the payments. Administrator Searl explained that the payments should be received quarterly, and that the Village had only received one of four quarterly franchise fees; but that he would follow up with Treasurer Fischer to find out if she had reached out to Comcast to resolve the matter.

Trustee O'Dwyer inquired as to whether or not the electrical aggregation fee had come in; and Administrator Searl said that he was awaiting reply from Treasurer Fischer.

c. BUILDING AND ZONING

Building and Zoning Officer Fitzgibbon provided a brief summary of the activity for the month, noting 49 permits, most of which were roofing permits. He expressed his overall satisfaction with residents' compliance.

Trustee O'Dwyer commented that businesses seem to be placing banners for extended periods of time, and inquired if there is a rule dictating a time limit for displaying banners.

Building and Zoning Officer Fitzgibbon indicated that there are rules governing the banners; but that he would have to look into the exact amount of time permissible under the code. He further emphasized and cautioned equitable treatment of businesses.

Trustee Tyrrell explained that several different residents recently inquired about an uninhabited home on Route 64 where the enclosed porch is falling in and deteriorating. He recalled that former Building and Zoning Officer Ranieri had been sending citations to the owner. Building and Zoning Officer Fitzgibbon explained that he has opened his own new file on the property and had sent notices of violation via regular and certified mail which have been returned. He further indicated his plans to speak with the Village Attorney, since the ownership of the property was in question. After Trustee Tyrrell recommended using the GIS county records, Building and Zoning Officer Fitzgibbon confirmed that it was what was used to research the property.

Trustee George asked if the matter of sign variation was going to Plan Commission; and Zoning Officer Fitzgibbon confirmed that it would be, after which time it will come before the Village Board.

7. ACTION ITEMS

- a. **MOTION TO ACCEPT THE RENEWAL QUOTE RECEIVED BY ROBERTS JASSOY BENEFITS GROUP FOR THE BENEFIT YEAR BEGINNING DECEMBER 1, 2017 AND ENDING NOVEMBER 30, 2018 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 Tyrrell; and seconded by Trustee Andersen.

Tom Jassoy, of Roberts Jassoy Benefit Group, provided a summary of the employee benefit options for the next plan year, and explained that a decision must be reached and communicated to Blue Cross by a midnight deadline. He noted that the Village's employee profile has not changed; and that there are not a lot of choices available in the marketplace because less than 50% of the employees do not take benefits. He distributed a reference sheet with plan options, showing the current plan, along with the renewal rates.

Administrator Searl reminded the Board that only three employees are currently signed up for benefits, and that the Village pays 99% of the plan.

Trustee O'Dwyer noted that premiums are going up, and urged the Board to consider how much we pass on to the employees. He recommended that the increase is passed on to the employees and that the Village keep paying the base. Trustee George expressed concern about maintaining an environment desirable for employment. President Blecker expressed concern that the increase would be significant to the employees. Trustee Tyrrell recommended looking into what other municipalities of comparable size offer.

Police Chief Hoffman stated the importance of offering benefits to officers in the Police Department, since they are not very highly paid. He urged the Board to consider maintaining the current employee benefit contribution amount.

Discussion followed among the Board regarding the possibility of offering a PPO and an HSA option, and while the Board agreed it would be ideal to present greater choice to employees, and give them the perspective of seeing the costs, Mr. Jassoy indicated that the current plan is a "grandmother plan" and that it would not be possible to make changes to it without changing the HMO contract. He explained that any change to the current plan would mean that all the plans would have to be changed in accordance with the Affordable Care Act. Trustee Girka recommended that the matter be discussed with the Village's Finance Committee.

Roll Call Vote: [AYES: 5]
George
Millette
O'Dwyer
Tyrrell
Andersen

[NAYES: 1]
Girka

Motion **CARRIED**

8. DISCUSSION ITEMS

- a. *Legislative Counsel Usage Procedure* - There was no discussion.
- b. *Strategic Plan Goals Review* - Administrator Searl footnoted the changes on the bottom of the document to show what changed since the last meeting. There was no further discussion.
- c. *Administrative committee and process for Board and Committee appointments* - Trustee Millette said that he liked the form, and recommended creating an *ad hoc* committee to work on finishing the project, noting in particular that public works was missing from code; as well as the ongoing clarification of the appointments/term of office discrepancies. President Blecker concurred. Trustees O'Dwyer and Girka said they would work on it with Administrator Searl. Trustee Tyrrell said that he would be happy to share the work he has done thus far. Trustee George added that it might be helpful to add "volunteer experience" along with work experience. Trustee Andersen concurred. The discussion ended with a reiteration of the new *ad hoc* committee, namely Trustees O'Dwyer and Girka along with Administrator Searl and President Blecker as *ex officio*.

- d. *Larsen Permitting Issues – Paving and Storm Water Permit*

Zoning Officer Fitzgibbon provided a summary of the matter, which pertained to ensuring an adequate amount of money is paid into an escrow account for Mr. Larsen's paving and storm water permits. He indicated that the Village can request an amount equal to Trotter's cost estimate. Discussion followed among the Trustees regarding concerns over the "start and stop" nature of the timeline of this matter.

Trustee Tyrrell emphasized the importance of following a process which is consistent with the handling of other permitting handled by the Village. He stated that the Board should not be involved, and that the normal processes should be followed. Trustee O'Dwyer concurred and reiterated that there is no reason for the Board to decide anything in this case.

Trustee Tyrrell stated that he has full confidence in Building and Zoning Officer Fitzgibbon to handle the process.

President Blecker assured all those present that every effort will be made to keep the process moving into completion.

Trustee Millette noted that the history and timeline of this project was difficult to follow.

- e. *Part Time Benefits*

Administrator Searl provided a summary of the part-time benefits research he has been conducting. He said that he was continuing work on a proposal and is still in the process of reviewing the survey. Expecting something to be reported at the next meeting.

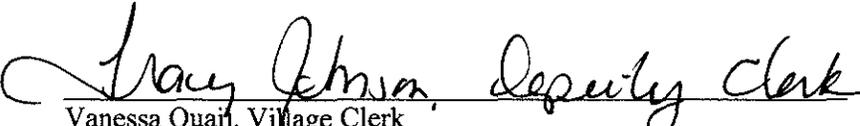
Trustee Tyrrell asked Administrator Searl to distribute the additional survey analysis to the Board.

Trustee O'Dwyer expressed his doubt that this is an issue for the Board to discuss because of its minimal impact, as it concerns only two or three people. He emphasized his opposition to adding more costs to the Village. After Administrator Searl said that this matter was initiated

APPROVED THIS 7th DAY OF November, 2017



Harry Blecker, Village President



Vanessa Quan, Village Clerk