

MEETING MINUTES FOR THE JOINT SPECIAL MEETING  
OF THE CORPORATE AUTHORITIES OF THE  
VILLAGE OF CAMPTON HILLS AND FINANCE COMMITTEE  
Tuesday, March 2, 2021  
6:30 P.M.

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**Campton Hills, IL. 60175**

\*Due to COVID-19 The Village of Campton Hills is now conducting **VIRTUAL** Village Board meetings. We are doing this to be considerate of the Public, and our employees, as a means to limit potential exposure. **While this meeting is not PHYSICALLY open to the Public, the meeting will be fully accessible to ALL VIA Zoom. You may remotely access this meeting through either of the means below.** For help accessing, or more information regarding Zoom, please contact Ashley Gregory, Executive Assistant, at the Village at (630)-524-6250.

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**Zoom Meeting Info:**

**Zoom Meeting Link :** <https://zoom.us/j/98176311628>

**Meeting ID:** 981 7631 1628

**Call-in Number:** +13126266799, 98176311628# US (Chicago)

1. **Call to Order** - President Tyrrell called the meeting to order at 6:53 pm.
2. **Roll Call** – Clerk Baez called the roll

<i>Present</i>	<i>Absent</i>	<i>Also Present</i>
Trustee Bakk		Administrator Searl
Trustee George		Clerk Baez
Trustee McKelvie		EA Gregory
Trustee Millette		Members of the Public
Trustee O’Dwyer		
Trustee White Eagle		
President Tyrrell		

**Roll Call** - Finance Committee – Executive Assistant Gregory called the roll

<i>Present</i>	<i>Absent</i>
Chairman Olson	Member Bruggeman
Member Falk (joined at 7:14)	
Treasurer Flakus	
Member O’Dwyer	
Member Pearce	

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**3. Virtual Public Comments – Limited to 3 minutes per individual**

No public comments

Chairman Olson commended Administrator Searl, Treasurer Flakus and team on the smooth budget process and a job well done.

Chairman Olson made note of the joint meeting of the Public Works Committee and Finance Committee on February 23, 2021 regarding the road survey and funding needs – presentation put together by Scott Marquardt of HRGreen and included in tonight’s meeting packet.

**Motion to suspend Roberts Rules** for the balance of the meeting made by Trustee O’Dwyer, seconded by Trustee Millette

Roll Call:        [AYES: 6]        [NAYES: 0] [ABSENT: 0] [ABSTAIN: 0] Motion **CARRIED**  
O’Dwyer  
Millette  
Bakk  
George  
McKelvie  
White Eagle

Trustee O’Dwyer explained the process of going through the General Fund line by line and making any recommendations along the way. He did inform the audience that the Finance Committee has been through the budget twice. Continue to be conservative with the budget at 95% calculation rate.

Treasurer Flakus shared her screen and brought up the live document of the budget so she could make any adjustments as recommended and the audience could see the formulas of calculations in within each cell of the spreadsheet.

**Income Tax** - Trustee O’Dwyer explained in detail, mostly budgeted at 95%. Trustee O’Dwyer also stated that the budget is not a mandate to spend, it is used as a guideline to guide the Village and can be altered at any time. The Finance committee meets regularly to review the budget and the Treasurer gives a monthly update to the Village Board.

**Building Permit** – is a trend number

**Local Use Tax** – Treasurer Flakus went through the calculations

**Sales Tax** – Treasurer Flakus went through the calculations -

**Video Gaming** – Treasurer Flakus asked the Board if they want it calculated at 95% - Consensus from the Board – yes.

**Cannabis Use Tax** – It was noted by President Tyrell that the money goes to Police Operations.

**Reimbursement – County COVID** – Money received in FY2021 only. Federal COVID Money.

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**Grants** – Trustee O’Dwyer discussed.

**License Fees**

**Liquor License** – Treasurer Flakus went through

**Video Gaming Fees** – Trustee O’Dwyer discussed.

**Electric Aggregation** – after some discussion it was advised by Trustee O’Dwyer to leave the number that is in there for now. President Tyrrell noted to make an agenda item for the Village Board to vote on 12 month extension provided by MC Squared.

**Wide Open West Fees** – Trustee O’Dwyer discussed,

**Comcast Franchise Fees** – Treasurer Flakus went over the calculation

**Comcast Franchise Litigation** – One time receipt FY2020

**Solicitation Fees** – No activity due to COVID

**Fines**

**Code Violation Fines** - Treasurer Flakus added a slight increase due to the implementation of the Adjudication Hearing Process.

**Fees**

**Driveway Access Permit Fees** – Treasurer Flakus did a year over year average – portion goes to the Campton Hwy District.

**Miscellaneous Revenues**

**K-9 Unit Donations and Revenue** - Treasurer Flakus went through the calculations left as budgeted last year with both Revenue and Expenses at \$30K.

**Interest** – Low since June of 2020 and doesn’t expect much change. Trustee O’Dwyer noted that the State, by law, limits what municipalities can invest in. Very conservative – savings, and specially qualified CD’s only.

**General Administration**

**Health & Dental** - Treasuer Flakus went through the calculations and will add as an agenda item for upcoming Board meeting.

**IMRF** – Treasurer Flakus went through the calculations.

Trustee O’Dwyer overviewed the balance of page 8 & into pg. 9

**Bank Charges & Risk Management** – Treasurer Flakus went through and explained.

**Principal Payments** – Discussion between President Tyrrell and Treasurer about prorating the payment. Changed to read \$54,667 for FY2022.

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**Water Resource Committee** – Trustee O’Dwyer requested to have that pulled off the budget

**Miscellaneous/Contingency** – Trustee O’Dwyer explained that is a place holder for any National Disaster type of emergency that requires super majority vote from the Village Board to be used.

**Police**

**Salaries** – Trustee O’Dwyer suggested to have this subject put on the Agenda for the Village Board to have a refresher on the step schedule salary process.

**Salaries – Part Time Employee** – Trustee O’Dwyer suggested having a separate discussion with the Village Board to make sure the Trustees are well informed and comfortable with the detail.

**Retirement Contribution** - Timothy Pearce spoke to this as to why it was recommend by the Finance Committee to drop from \$228,000 to 154,137. Currently, the retirement contribution is funded at 122%. Felt it would be best to utilize some of the assets to go towards roads if needed. Even with the decrease would give a run rate of 3-5 years without have to worry about the pension being underfunded. We will continue to monitor.

**Legal Services** – Administrator Searl went over the Adjudication Process.  
Approved this 16<sup>th</sup>, day of March, 2021

**8:45 p.m.** Trustee O’Dwyer finished going through the General Fund and recommended to go through Capitol and follow up with the remaining budget at another meeting. Consensus from the Board.

**Capital Fund Expenditures**

**Police Vehicle** – Rolling 5 yr. plan.

**Miscellaneous Capital Projects** - Discussion on Body Cameras, question was asked if it will be Capital or a Budgeted item. Treasurer Flakus will get back to the Board after further information is obtained.

**Village Hall Improvements** – Trustee O’Dwyer recommended allocating the reimbursement of \$652,774.00 towards the Village Hall improvements.

- Trustee McKelvie – Concurs
- Trustee White Eagle – Concurs
- Trustee Millette – Concurs
- Trustee George – Cameras, Building, & Roads

Motion to extend the meeting past 9:00 p.m made by Trustee McKelvie, seconded by Trustee George was withdrawn.

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**Adjournment**

Motion to adjourn made by the Village Board Trustee O'Dwyer, seconded by Trustee White Eagle.

Roll Call: [AYES: 6] [NAYES: 0] [ABSENT: 0] [ABSTAIN: 0] Motion **CARRIED**  
O'Dwyer  
White Eagle  
Bakk  
George  
McKelvie  
Millette

Motion to adjourn made by the Finance Committee Member Falk, seconded by Member O'Dwyer.

Roll Call: [AYES: 4] [NAYES: 0] [ABSENT: 1] [ABSTAIN: 0] Motion **CARRIED**  
Olson Bruggeman  
Falk  
O'Dwyer  
Pearce

Meeting adjourned at 9:02 p.m.

  
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Michael Tyrrell  
Village President

  
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Lynn Baez  
Village Clerk

