

AGENDA FOR THE REGULAR MEETING  
OF THE CORPORATE AUTHORITIES OF THE  
VILLAGE OF CAMPTON HILLS  
**Tuesday, July 20, 2021**  
**7 p.m.**

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**Lord of Life Church**  
40W605 IL-38  
Elburn, IL 60119

**Due to COVID-19, this meeting will be held at Lord of Life Church to allow for social distancing. It is MANDATORY that masks be worn during the entire duration of this meeting, by the Village Board, Village Staff, and all public members.**

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**1. Roll Call**

**2. Pledge of Allegiance**

**3. Public Comments –**

- a.) An individual may **E-mail** their Public Comment (including full name and question/comment) to [lbaez@villageofcamptonhills.org](mailto:lbaez@villageofcamptonhills.org) **prior to 4 pm on 7-20-2021** Any Public comments emailed in **prior** to 4:00 p.m. will be read on the record by the Village Clerk during this section of the Open Meeting.

**OR**

- b.) An individual can also participate **in person**, during this section of the Open Meeting. In order to do so, please raise your hand to be addressed by the Village Board. Face coverings/masks must be worn during the entire meeting, and during the duration of a public comment being made. Public Comments will not be addressed once this portion of the agenda has passed.

**4. 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 the **minutes of the 6-1-2021** Regular Village Board Meeting  
b.) Motion to approve payment of bills per **Warrant List #22-04**.

**5. Action Item**

- a.) **Motion to approve Resolution 21-10, A Resolution Authorizing the Submittal of Functional Classification Requests for Denker Road, Fox Mill Boulevard, Brown Road, and Town Hall road within the Village of Campton Hills and within Campton Township, Kane County, Illinois.**  
b.) **Supplemental Appropriations Ordinance FY 2020-21**

**6. Department Reports**

- a.) **Police Department June Report (Available for viewing [HERE](#))**  
b.) **Building and Zoning June Report (Available for viewing [HERE](#))**  
c.) **Treasurers June Report (Available for viewing [HERE](#))**

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7. **Community Presentation**
  - a.) **Dementia Friends Illinois – Mental Health Presentation**
  
8. **Current Discussion Items**
  - a.) **Facebook/Social Media Policy**
  - b.) **Records Management: Digital Services**
  - c.) **Suite A Lease Space Use**
  - d.) **Fulton Siren Contract Renewal**
  
9. **President’s Address: COVID Update**
  
10. **Items – Parking Lot (90-day limit will be placed on future items)**
  - a.) **Police Department and Building Security Improvements Architect/Construction Manager RFQ Update**
  
11. **Additional Informational Items**, Updates and Follow-up Reports from the Village President, Trustees, Village Administrator, Village Attorney, or Village Staff.
  - a.) **IDOT Audit Update**
  - b.) **Passport Program is LIVE** (Small booklets are available at participating Local Businesses within the Village, and at the Village Hall).
  
12. **CLOSED SESSION**: Move that the Village Board go into closed session as permitted by the Open Meetings Act to discuss one or more of the following matters:
  - a.) Litigation that is filed and pending or is probable or imminent. 2(c)(11)
  - b.) Collective negotiating matters. 2(c)(2)
  - c.) Appointment, employment, compensation, discipline, performance, or dismissal of specific employees or officials, including legal counsel. 2(c)(1) & (3)
  - d.) Section 2.06(d) of Open Meetings Act (5 ILCS 120/2.06(d)) requires that public bodies review minutes of closed meetings for potential release approximately every six months.
  
13. **Potential Action Pertaining to Closed Session**
  
14. **Next Meeting**: Tuesday, August 17, 2021
  
15. **Adjournment**

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**Mission Statement**

Entrusted by its citizens, the Village of Campton Hills is dedicated to delivering municipal services in the most responsive, cost effective and efficient/proficient manner. Campton Hills is committed to upholding high quality of life standards by supporting its school districts, maintaining family values and agriculture traditions, preserving natural resources, encouraging environmental stewardship, supporting passive and active recreational opportunities, honoring rural heritage and generating a strong business foundation for present and future residents and visitors.

**Vision Statement**

Residents of the Village of Campton Hills wish to maintain the semi-rural quality of their environment and its associated lifestyle. They wish to control their own destiny, act so that property values increase over time at a greater rate than market averages and insure the continue excellence of the schools that educate their children.

The Village of Campton Hills will be an aesthetically appealing, fiscally viable, family-oriented community striving to provide excellent educational, social, recreational, and cultural opportunities. The Village will foster a strong residential and business community, with concern for ecological stewardship while cooperating with other governmental bodies and agencies. Campton Hills will also work with area school districts to provide an exceptional education for their children. Campton Hills will strive to be an inviting and safe community that provides for the quality of life needs of its residents while preserving its character and heritage.

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**Lord of Life Church**  
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**\*All Public Meetings are recorded.**

**Call to Order** - President Tyrrell called the meeting to order at 7:01 pm.

**1. Roll Call** – Clerk Baez called the roll

<i>Present</i>	<i>Absent</i>	<i>Also Present</i>
Trustee Bakk	Trustee White Eagle	Administrator Searl
Trustee George		Clerk Baez
Trustee McKelvie		Chief Millar
Trustee Millette (7:26 p.m.)		Treasurer Flakus
Trustee Muncie		6 – Members of the Public
President Tyrrell		

**2. Pledge of Allegiance** – President Tyrrell led those in attendance the Pledge of Allegiance.

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

Tim Morgan – Would like to see the Board re-activate the Economic Development Committee due to the down turn of business to our local businesses due to COVID-19.

Tom Bihun – Brought to the attention of the Board that the Campton Hills Water Tower has been cleaned.

Kim Weiss – Asked the Board to extend the Patio Permit for outdoor dining while they are working towards modifications to accommodate outdoor dining and the impact COVID-19 has made to the business.

**4. 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 the **minutes of the June 1st, 2021** Special Village Board Meeting.
- b.) Motion to approve payment of bills per **Warrant List #21-25**.
- c.) Motion to approve payment of bills per **Warrant List #22-03**.

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**Motion to approve** a, b, and c, made by Trustee McKelvie, seconded by Trustee George

Roll Call: [AYES: 3] [NAYES: 0] [ABSENT: 2] [ABSTAIN: 1] Motion **CARRIED**  
McKelvie White Eagle Bakk  
George Millette  
Muncie

**5. Action Items**

- a. Motion to Approve Resolution 21-10**, a Resolution authorizing the Execution of an Agreement between the Village of Campton Hills, Kane County, IL and HR Green Inc, for Roadway Classification Services. Motion made by Trustee Baak, seconded by Trustee George.

1<sup>st</sup>, Roll Call: [AYES: 4] [NAYES: 0] [ABSENT: 2] [ABSTAIN: 0] Motion **CARRIED**  
Bakk White Eagle  
George Millette  
McKelvie  
Muncie

Administrator Searl was advised by the Village Attorney late this afternoon that corrections need to be made to Resolution 21-10, therefore was advised to table until next meeting.

Trustee Bakk **withdrew** her first motion and Trustee George **withdrew** her second.

2<sup>nd</sup>. Roll Call: [AYES: 4] [NAYES: 0] [ABSENT: 2] [ABSTAIN: 0] Motion **CARRIED**  
Bakk White Eagle  
George Millette  
McKelvie  
Muncie

Therefore, a **Motion to Table Action Item a.** until the next Village Board meeting, was made Trustee George, seconded by Trustee Bakk .

3<sup>rd</sup>. Roll Call AYES: 4] [NAYES: 0] [ABSENT: 2] [ABSTAIN: 0] Motion **CARRIED**  
George White Eagle  
Bakk Millette  
McKelvie  
Muncie

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- b. Motion to Approve the allowance of Solicitation in the Village of Campton Hills, following a prior suspension due to COVID-19.** If approved, Solicitation the Village will operate under Ordinance 20-07. Motion made by Trustee Muncie seconded by Trustee Bakk

Roll Call: [AYES: 5] [NAYES: 0] [ABSENT: 1] [ABSTAIN: 0] Motion **CARRIED**  
Muncie White Eagle  
Bakk  
George  
McKelvie  
Millette

- c. Motion to Approve Resolution 21-11; A resolution approving a Capital Asset Policy for the Village of Campton Hills, Kane County, Illinois.** Motion made by Trustee McKelvie, seconded by Trustee Muncie.

Roll Call: [AYES: 5] [NAYES: 0] [ABSENT: 1] [ABSTAIN: 0] Motion **CARRIED**  
McKelvie White Eagle  
Muncie  
Bakk  
George  
Millette

- d. Motion to Approve** a change from the Business level category to the Silver \$1,000 membership category with the St. Charles Chamber of Commerce. Motion made by Trustee, seconded by Trustee Muncie, seconded by Trustee McKelvie.

Roll Call: [AYES: 5] [NAYES: 0] [ABSENT: 1] [ABSTAIN: 0] Motion **CARRIED**  
Muncie White Eagle  
McKelvie  
Bakk  
George  
Millette

- e. Motion to Approve Ordinance 21-09, an Ordinance approving Unit 2 of the Norton Lake Planned Unit Development District, for the village of Campton Hills, Kane County, Illinois** (Route 42, East of fox Mill and West of Arbor Creek Subdivision). Motion made by Trustee Muncie, seconded by Trustee McKelvie.

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Roll Call: [AYES: 5] [NAYES: 0] [ABSENT: 1] [ABSTAIN: 0] Motion **CARRIED**  
Muncie White Eagle  
McKelvie  
Bakk  
George  
Millette

- f. Motion to advise and consent to the Village Presidents reappointment of Michael O'Dwyer to the Finance Committee, for a term 2 years.** If approved, the new term will expire on 6-15-2023. Motion made by Trustee Bakk, seconded by Trustee McKelvie.

Roll Call: [AYES: 5] [NAYES: 0] [ABSENT: 1] [ABSTAIN: 0] Motion **CARRIED**  
Bakk White Eagle  
McKelvie  
George  
Millette  
Muncie

- g. Motion to advise and consent to the Village Presidents reappointment of Mark Falk to the Finance Committee, for a term of 2 years.** If approved the new term will expire on 6-15-2023. Motion made by Trustee Muncie, seconded by Trustee George.

Roll Call: [AYES: 5] [NAYES: 0] [ABSENT: 1] [ABSTAIN: 0] Motion **CARRIED**  
Muncie White Eagle  
George  
Bakk  
McKelvie  
Millette

- h. Motion to advise and consent to the Village Presidents reappointment of Greg Bruggeman to the Finance Committee, for a term of 2 years.** If approved the new term will expire on 6-15-2023. Motion made by Trustee Millette, seconded by Trustee Bakk.

Roll Call: [AYES: 5] [NAYES: 0] [ABSENT: 1] [ABSTAIN: 0] Motion **CARRIED**  
Millette White Eagle  
Bakk  
George  
McKelvie  
Muncie

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**6 Department Reports**

a.) **Police Department Report** – Available on line

- Chief Millar went over the Department report.
  - 22 Accidents
  - 311 Calls to Service – 14% increase
  - 39 Citations
  - 100 Traffic Stops
  - 120 Field Interviews
- Other activities going on;
  - Working with Kane County State’s Attorney and Kane County Sheriff in regards to getting appropriate help for mental health as the Campton Hills Police address several calls that involve mental health.
  - New radios are in service with Star Comm. Looking to surplus 14 radios that were previously used. CTHD & OS would like to purchase some of that inventory.
  - New K-9 vehicle in use
  - Safewise rated Campton Hills #1 for 2021
  - National Night Out – August 3, 2021 5-8 p.m.
  - Koda Fundraiser – Motorcycle Ride – Sunday, Sept. 26<sup>th</sup>.
- Training;
  - 1<sup>st</sup>. Aid, CPR, and Tourniquet completed as mandated yearly by the State
  - Upcoming CERT – Certified Emergency Response Training and monthly meetings will begin in the near future.
- Code Enforcement – 3 violations have been brought into compliance

b.) **Building and Zoning Report** – Available on line

- Administrator Searl went over the B&Z report.
- Zoning Interns currently working on digitalizing all records.

c.) **Finance Department Report** – Available on line

- Treasurer’s Flakus went over the highlights of the Treasurers’ Report and percentages of total budget for the year.



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**Motion to Suspend Roberts Rules of Order** for the balance of the discussion items. Motion made by Trustee Muncie, seconded by Trustee McKelvie.

Voice Vote: [AYES: 5] [NAYES: 0] [ABSENT: 1] [ABSTAIN: 0] Motion **CARRIED**

**7. Current Discussion Items**

a.) **Facebook/Social Media Policy**

Trustee Muncie went over the Illinois Secretary of State Social Media Policy and Management guide. Packets were given to the Board.

Consensus from the Board was to have legal review Pg. 7 and Pg. 12 section 6.

**8. Items – Parking Lot (90-day limit will be placed on future items)**

**9. Additional Informational Items**, Updates and Follow-up Reports from the Village President, Trustees, Village Administrator, Village Attorney, or Village Staff.

a.) **Police Department and Building Security Improvements Architect/Construction Manager RFQ Update.**

*Ongoing*

b.) **IDOT Audit Update**

*Ongoing*

c.) **Citizen (s) of the Year Award Nominee Form is Live, accepted through 7-1-2021.**

d.) **Annual Audit and Budget Fund(s) Adjustment Update**

e.) **Passport Program is LIVE** (Small booklets are available at participating Local Businesses within the Village, and at the Village Hall)

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**10. CLOSED SESSION:** Move that the Village Board go into closed session as permitted by the Open Meetings Act to discuss one or more of the following matters:

- a.) Litigation that is filed and pending or is probable or imminent. 2(c)(11)
- b.) Collective negotiating matters. 2(c)(2)
- c.) Appointment, employment, compensation, discipline, performance, or dismissal of specific employees or officials, including legal counsel. 2(c)(1) & (3)

**Motion to enter into Closed Session** at 8:42 p.m. made by Trustee Millette, seconded by Trustee Muncie

Roll Call:        [AYES: 5]        [NAYES: 0] [ABSENT: 1] [ABSTAIN: 0]    Motion **CARRIED**  
                          Millette    White Eagle  
                          Muncie  
                          George  
                          Bakk  
                          McKelvie

**Motion to reconvene to Open Session** at 9:01 p.m. made by Trustee George, seconded by Trustee Millette.

Roll Call:        [AYES: 5]        [NAYES: 0] [ABSENT: 1] [ABSTAIN: 0]    Motion **CARRIED**  
                          George    White Eagle  
                          Millette  
                          Bakk  
                          McKelvie  
                          Muncie

**11. Potential Action Pertaining to Closed Session**

**12. Next Meeting** - Tuesday, July 20, 2021 at 7 p.m.

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**13. Adjournment**

Motion to **Adjourn** the Regular meeting, motion made by Trustee McKelvie, seconded by Trustee George.

Voice Vote: [AYES: 5] [NAYES: 0] [ABSENT: 1] [ABSTAIN: 0] Motion **CARRIED**

Meeting adjourned at 9:05 p.m

Approved this 20<sup>th</sup> day of July, 2021

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Michael Tyrrell  
Village President

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Lynn Baez  
Village Clerk

Invoice Number	Description	GL Account and Title	Total Cost
<b>AED Professionals</b>			
84687	Equipment for AED's	10-21-6120 Maint Supplies-Equipment	489.40
Total AED Professionals:			489.40
<b>Aflac</b>			
285831	June 2021 Supplemental Insurance Premiums	10-11-4510 Health & Dental Insurance	158.04
285831	June 2021 Supplemental Insurance Premiums	10-21-4510 Health & Dental Insurance	896.54
Total Aflac:			1,054.58
<b>Amalgamated Bank of Chicago</b>			
06012021INV	Administrative Vees 6/1/2021 through 12/31/2021	10-11-5790 Bank Charges	257.29
Total Amalgamated Bank of Chicago:			257.29
<b>Antonio Torres</b>			
61421	Paint for the Quads	10-21-5120 Maint Svc-Equipment	450.00
Total Antonio Torres:			450.00
<b>Axon Enterprise Inc</b>			
SO210705725	Axon Body Cameras, Cords, Cables and mounts	20-00-5004 Miscellaneous Capital Proje	24,964.00
Total Axon Enterprise Inc:			24,964.00
<b>B&amp;F Construction Code Services Inc</b>			
13900	December 2020 - Additional Misc. Plan Reviews	10-31-5350 Inspection Services	100.00
14279	March 2021 Additional Misc. Plan Reviews	10-31-5350 Inspection Services	215.00
14468	May 2021 - Misc. Plan Reviews	10-31-5350 Inspection Services	625.00
14468	May 2021 - Inspections	10-31-5350 Inspection Services	5,012.45

Invoice Number	Description	GL Account and Title	Total Cost
14468	May 2021 - Administrative Time - J. Finchman	10-31-5391 Contracts - B & Z Dept.	4,837.50
14545	June 2021 - Misc. Plan Reviews	10-31-5350 Inspection Services	1,225.00
14545	June 2021 - Inspections	10-31-5350 Inspection Services	9,535.00
14545	June 2021 - Code Enforcement Inspections	10-31-5355 Building Code Inspections	1,305.85
56510	CH-21-0210 Single Family Dwelling Barn Plan Review	10-31-5350 Inspection Services	200.00
56614	CH-21-0232 Elevation Plan Review	10-31-5350 Inspection Services	150.00
56686	CH-21-0251 Addtions/Alerations Plan Review	10-31-5350 Inspection Services	200.00
Total B&F Construction Code Services Inc:			23,405.80
<b>Campton Township Highway District</b>			
06152021INV	Temporary Access Fees - CH-21-0238	10-31-5980 Other Permit Fees - To CTH	100.00
07112021INV	Oxcart Permit Revenue received - June 2021	10-31-5980 Other Permit Fees - To CTH	265.00
07122021INV	Temporary Access Fees - CH-21-0249	10-31-5980 Other Permit Fees - To CTH	100.00
VCH210531RR	May 2021 MFT Allotment	13-00-5810 IGA - Campton Township H	10,212.85
VCH210531RR	May 2021 MFT Allotment - Transportation Renewal	13-00-5810 IGA - Campton Township H	7,362.88
VCH210616R-	Road & Bridge Distribution Campton Township 6-16-2021	14-00-5810 IGA - Campton Township H	246,442.65
VCH210616R-	Administrative Fee	14-00-5395 Other Professional Svcs.	50.00
VCH210624	Tree Blocking Kendall & McDonald Roads 6/23-6/24 - Equipm	13-00-5180 Maint. Svcs. - Trees, Trimmi	1,025.00
VCH210624	Tree Blocking Kendall & McDonald Roads 6/23-6/24 - Labor	13-00-5180 Maint. Svcs. - Trees, Trimmi	294.00
Total Campton Township Highway District:			265,852.38
<b>Chicago Communications, LLC</b>			
327850	Equipment for Radios - APEX 8000	10-21-5120 Maint Svc-Equipment	140.00
Total Chicago Communications, LLC:			140.00
<b>Comcast Business</b>			
06102021INV	06/14/2021 through 7/13/2021 internet/phones	10-11-5520 Telephone	229.64
06102021INV	06/14/2021 through 7/13/2021 internet/phones	10-21-5520 Telephone	98.41

Invoice Number	Description	GL Account and Title	Total Cost
Total Comcast Business:			328.05
<b>ComEd - #1323117176</b>			
06252021INV	05/25/2021 to 06/24/2021 Electric - SIREN	10-11-5710 Utilities	30.69
06252021INV	05/25/2021 to 06/24/2021 Electric - SIREN	10-21-5710 Utilities	13.15
Total ComEd - #1323117176:			43.84
<b>ComEd - #2565128058</b>			
06252021INV	05/26/2021 to 06/25/2021 Electric - Streetlights	14-00-5770 R & B Utilities	688.61
Total ComEd - #2565128058:			688.61
<b>ComEd - #3783090178</b>			
06282021INV	05/25/2021 to 06/24/2021 Electric - VH	10-11-5710 Utilities	882.04
06282021INV	05/25/2021 to 06/24/2021 Electric - VH	10-21-5710 Utilities	378.01
Total ComEd - #3783090178:			1,260.05
<b>Communications Direct Inc</b>			
SR123286	K9 Durango - Installation of all Emergency Equipment on Squa	20-00-5005 Police Vehicles	12,799.83
SR123384	ATVs - Repairs on headlights and Siren	10-21-5120 Maint Svc-Equipment	2,951.42
SR123405	Installation of APX8500 Starcom Radios	20-00-5004 Miscellaneous Capital Proje	640.00
Total Communications Direct Inc:			16,391.25
<b>Conserv FS, INC.</b>			
06302021INV	Finance Charges for Fuel	10-11-5790 Bank Charges	13.01
114012666	Fuel for Squad Cars	10-21-6550 Auto Fuel	952.22
114012826	Fuel for Squad Cars	10-21-6550 Auto Fuel	657.47

Invoice Number	Description	GL Account and Title	Total Cost
1288	Fuel for Squad Cars	10-21-6550 Auto Fuel	1,400.21
Total Conserv FS, INC.:			3,022.91
<b>Coverall North America Inc</b>			
1010680438	Cleaning Service - July 2021	10-11-5360 Janitorial Service	245.00
1010680438	Cleaning Service - July 2021	10-21-5360 Janitorial Services	105.00
Total Coverall North America Inc:			350.00
<b>Firestone Complete Auto Care #557382</b>			
302823	Squad #9 New tires, oil change, battery check	10-21-5130 Maint Svc-Vehicle	686.63
Total Firestone Complete Auto Care #557382:			686.63
<b>First Communications, LLC</b>			
121919492	July 2021 Telephones	10-11-5520 Telephone	250.09
121919492	July 2021 Telephones	10-21-5520 Telephone	107.19
Total First Communications, LLC:			357.28
<b>Golden Graphics</b>			
5070	Squad #13 - lettering and striping of car	20-00-5005 Police Vehicles	1,245.00
5070	Squad #11B - K9 painting center caps on new squad	20-00-5005 Police Vehicles	250.00
Total Golden Graphics:			1,495.00
<b>GovTempsUSA LLC</b>			
3747320	R Searl 05/30 & 6/06 weeks	10-11-5391 Contracts - Admin. Dept.	4,674.60
3756354	R Searl 6/13 & 6/20 weeks	10-11-5391 Contracts - Admin. Dept.	4,674.60

Invoice Number	Description	GL Account and Title	Total Cost
Total GovTempsUSA LLC:			9,349.20
<b>Helping Hand IT Svcs &amp; Networking Inc</b>			
21-37687	Adobe Acrobat DC installation PD	10-21-5370 Information Tech - Police	199.00
21-37975	HHIT Monthly invoice - July 2021	10-21-5370 Information Tech - Police	428.50
21-37975	HHIT Monthly invoice - July 2021	10-11-5370 Information Tech - Admin	999.84
Total Helping Hand IT Svcs & Networking Inc:			1,627.34
<b>Illinois Environmental Protection Agency</b>			
06282021INV	Account ILR400724(A) Annual NPDES Fees - FY 2022	10-11-9050 Water Resource Committee	1,000.00
Total Illinois Environmental Protection Agency:			1,000.00
<b>Impact Networking LLC</b>			
2144168	Copier Usage - color	10-11-5540 Printing & Publishing	36.75
Total Impact Networking LLC:			36.75
<b>Kane County Emergency Communication</b>			
2021-0000000	Emergency Dispatch Service - 7/1/2021 to 6/30/2022	10-00-1300 Prepaid Items	75,836.00
Total Kane County Emergency Communication :			75,836.00
<b>Konica Minolta Business Solutions</b>			
9006779282	4/17/2020 to 5/16/2020 copier usage	10-11-5940 Copier lease/maintenance	270.49
9006779282	4/17/2020 to 5/16/2020 copier usage	10-21-5940 Copier lease/maintenance	115.92
9006865005	05/17/2020 to 06/16/2020 copier usage	10-11-5940 Copier lease/maintenance	399.34
9006913948	05/17/2020 to 06/16/2020 copier usage - CREDIT	10-11-5940 Copier lease/maintenance	399.34-



Invoice Number	Description	GL Account and Title	Total Cost
Total Konica Minolta Business Solutions:			386.41
<b>Lauterbach &amp; Amen LLP</b>			
56517	Audit - Progress Billing for FY 2021 Audit work	10-11-5310 Accounting/Audit Service	10,000.00
Total Lauterbach & Amen LLP:			10,000.00
<b>Law Office of Joseph Ramos</b>			
06172021INV	5/25/2021 & 6/15/2021 Adjudication Hearings	10-21-5330 Legal Services	600.00
Total Law Office of Joseph Ramos:			600.00
<b>Metro West</b>			
4481	BBQ for President Tyrrell - 6/24/2021	10-11-5395 Other Professional Svcs.	30.00
Total Metro West:			30.00
<b>Montana &amp; Welch LLC</b>			
13685	General Legal Services - May 2021	10-11-5330 General Legal Service	3,893.75
13685	Zoning Legal Issues - May 2021	10-31-5330 Legal Services	831.25
13685	Norton Lakes Escrow Legal Issues - May 2021	10-00-2553 Escrow - Norton Lake Dev.,	1,618.75
13685	Escrow Related Legal Issues - May 2021	10-00-2549 Escrow - Larsen/County Wi	568.75
13685	Escrow Related Legal Issues - May 2021	10-00-2599 Escrow - Misc. Esrow	306.25
Total Montana & Welch LLC:			7,218.75
<b>Nicole Franzen</b>			
JUN21	First Aid & Narcan Training	10-11-5395 Other Professional Svcs.	190.00

Invoice Number	Description	GL Account and Title	Total Cost
Total Nicole Franzen:			190.00
<b>Nicor</b>			
07012021INV	06/02/2021 to 07/01/2021 Gas	10-11-5710 Utilities	43.11
07012021INV	06/02/2021 to 07/01/2021 Gas	10-21-5710 Utilities	18.47
Total Nicor :			61.58
<b>North East Multi-Regional Training Inc</b>			
286421	Kucik - John Reid Advanced Interviews & Interrogation Trainin	10-21-5630 Training & Registration	125.00
Total North East Multi-Regional Training Inc:			125.00
<b>P F Pettibone &amp; Co</b>			
180624	Digital Photo ID Cards - Quinn	10-21-5540 Printing & Publishing	18.00
Total P F Pettibone & Co:			18.00
<b>Paddock Publications Inc</b>			
183076	Public Hearing notice for Zoning 6/28	10-31-5540 Printing & Publishing	202.40
Total Paddock Publications Inc:			202.40
<b>Ray O'Herron Co. Inc</b>			
2120353-IN	Uniforms for new officer - Quinn	10-21-4710 Uniforms Allowance	44.99
2125399-IN	Uniforms for new officer - Quinn	10-21-4710 Uniforms Allowance	48.99
Total Ray O'Herron Co. Inc:			93.98

Invoice Number	Description	GL Account and Title	Total Cost
<b>St. Charles Chamber of Commerce</b>			
176305041	Silver membership - additional charge	10-11-5610 Dues and Subscriptions	675.00
Total St. Charles Chamber of Commerce:			675.00
<b>T.O.P.S IN DOG TRAINING CORP</b>			
23378	K-9 Maintenance Training - KODA - June	10-21-9380 K-9 Unit Expenditures	300.00
Total T.O.P.S IN DOG TRAINING CORP:			300.00
<b>TIAA Commercial Finance, Inc.</b>			
8132072	Copier lease Rental Fee - additional cost beginning 05/26/202	10-11-5540 Printing & Publishing	40.10
8202640	Copier Lease Rental Amount & Supply Freight Fee - 6/26/202	10-11-5540 Printing & Publishing	228.87
8202640	Copier Lease Rental Amount & Supply Freight Fee - 6/26/202	10-21-5540 Printing & Publishing	98.08
8271700	Copier Lease Rental & Supply Freight Fee - 7/26/2021	10-11-5940 Copier lease/maintenance	228.87
8271700	Copier Lease Rental & Supply Freight Fee - 7/26/2021	10-21-5940 Copier lease/maintenance	98.08
Total TIAA Commercial Finance, Inc.:			694.00
<b>Trotter and Associates</b>			
18514	General Village Engineering - May 2021	10-31-5320 Engineering Services	1,177.25
18515	Norton Lakes - Plan Reviews - May 2021	10-00-2553 Escrow - Norton Lake Dev.,	491.75
18516	CH-21-0211 Final Survey	10-31-5320 Engineering Services	100.00
18517	CH-21-0185 Grading Plan	10-31-5320 Engineering Services	400.00
18518	LOT 20 McDonald Road Grading Plan Reviews	10-31-5320 Engineering Services	389.25
18519	CJ-21-0042 Final Survey	10-31-5320 Engineering Services	100.00
18641	General Village Engineering - 6/15/2021	10-31-5320 Engineering Services	129.75
18642	Norton Lakes - Plan Reviews	10-00-2553 Escrow - Norton Lake Dev.,	515.25
18643	CH-21-0258 Final Survey	10-31-5320 Engineering Services	100.00
18644	CH-20-0506 Grading Plan	10-31-5320 Engineering Services	400.00
18645	CH-20-0520 Final Survey	10-31-5320 Engineering Services	100.00

Invoice Number	Description	GL Account and Title	Total Cost
18646	CH-20-0520 Grading Plan	10-31-5320 Engineering Services	400.00
18647	CH-20-0492 Grading Plan	10-31-5320 Engineering Services	400.00
18648	CH-20-0476 Survey	10-31-5320 Engineering Services	400.00
18649	CH-20-0476 Final Survey	10-31-5320 Engineering Services	100.00
18650	CH-20-0437 Final Survey	10-31-5320 Engineering Services	100.00
18651	CH-20-0506 Survey	10-31-5320 Engineering Services	400.00
18652	CH-20-0506 Final Survey	10-31-5320 Engineering Services	100.00
Total Trotter and Associates:			5,803.25
<b>Verizon</b>			
9882475187	5/22/2021 to 6/21/2021 Cell phone service	10-21-5520 Telephone	212.19
Total Verizon :			212.19
<b>Wasco Sanitary District</b>			
128788	4/10/2021 to 6/10/2021 Water & Sewer Usage	10-11-5710 Utilities	116.20
128788	4/10/2021 to 6/10/2021 Water & Sewer Usage	10-21-5710 Utilities	49.80
Total Wasco Sanitary District:			166.00
Grand Totals:			455,862.92

Invoice Number	Description	GL Account and Title	Total Cost
Payroll Costs for the 6/25/2021 Pay Check Date			
Payroll		Employer Paid Benefits	
Administration	\$13,090.17	IMRF - Employer Portion	\$2,215.70
Elected Officials	\$3,966.64	IPBC - Employer Portion - monthly	\$8,323.42
Police - Full Time	\$26,887.90	Police Pension - Employer Portion	\$5,928.35
Police - Part Time	\$7,764.63	FICA, Medicare & Other Liabilities	\$2,629.58
Total Payroll	\$51,709.34	Total Employer Paid Benefits	\$19,097.05

Payroll Costs for the 7/09/2021 Pay Check Date

Payroll		Employer Paid Benefits	
Administration	\$8,916.53	IMRF - Employer Portion	\$0.00
Elected Officials	\$0.00	IPBC - Employer Portion - monthly	\$0.00
Police - Full Time	\$21,798.13	Police Pension - Employer Portion	\$5,928.35
Police - Part Time	\$7,212.03	FICA, Medicare & Other Liabilities	\$1,657.20
Total Payroll	\$37,926.69	Total Employer Paid Benefits	\$7,585.55

Village President \_\_\_\_\_

I CERTIFY THAT THIS WARRANT AS LISTED AND APPROVED BY THE VILLAGE PRESIDENT WERE DULY AUTHORIZED FOR PAYMENT BY THE BOARD OF TRUSTEES OF THE VILLAGE OF CAMPTON HILLS.

Village Clerk \_\_\_\_\_



## Simple Scope Short Form Agreement

Project: Roadway Classification Applications      Project No: 210620  
Phase No(s): 10.10  
Date: 06/01/2021

Client: Village of Campton Hills  
Contact: Ron Searl  
Title: Village Administrator  
Address: 40W270 LaFox Road, Suite B  
City/State/Zip: Campton Hills, IL 60175  
Phone/Fax No. 630-584-5700 / 630-584-5775

The CLIENT agrees to employ HR Green, Inc. (COMPANY) to perform the following services:

Preparation of applications for roadway classification changes and submittal to the Kane Kendall Council of Mayors (KKCOM), for the request to reclassify several local roadways as either minor collector or major collector roadways due to their function and location throughout the Village.

Applications for reclassification will be submitted for each of the following roadways as shown on the attached map:

1. Denker Road from Bolcum Road to Silver Glen Road
2. Fox Mill Boulevard from LaFox Road to IL Route 64
3. Brown Road from IL Route 64 to Old LaFox Road
4. Town Hall Road from Campton Hills Road to IL Route 64

The requirements of the CMAP Functional Classification Revision Workbook, published August 2019, will be followed in the preparation of the applications.

HR Green will coordinate with the Campton Township Highway District, who has jurisdiction of small partial segments of Brown Road and also Town Hall Road within the limits described above, to obtain their letter of support for these applications.

The Village shall also provide a Resolution of Support for these applications.

HR Green will submit these applications to KKCOM with a request for the Council of Mayors to prepare a Resolution of Support for the requested reclassifications.

HR Green will coordinate with KKCOM staff as the applications work their way through the process of submittal to IDOT District 1, IDOT Central Office, FHWA Office, IDOT Central Office, IDOT District 1 and finally back to KKCOM.

The CLIENT agrees to pay COMPANY for the above scope of services:



- Time & Material, Not to Exceed in the amount of \$7,200.00 for the Roadway Classification Applications for Denker Road, Fox Mill Boulevard, Brown Road, and Town Hall Road as described above.

- Reimbursable Expenses Included
- Sub-Consultant Services Included
- Prepayment Required for Services to Commence

Copy To:

- Accounting
- Mr. Mike Tyrrell, Village of Campton Hills Village President
- Mr. Scott Marquardt, HR Green Village Engineer

**TERMS AND CONDITIONS**

This Short Form Agreement is an addendum to and considered part of the Professional Services Agreement with the Village of Campton Hills executed per Resolution R-21-06 on April 20, 2021. All terms and conditions contained in that agreement apply to this Short Form Agreement.

This AGREEMENT is approved and accepted by the CLIENT and COMPANY upon both parties signing and dating the AGREEMENT. Services will not begin until COMPANY receives a signed agreement. The effective date of the AGREEMENT shall be the last date entered below.

**VILLAGE OF CAMPTON HILLS**

**HR GREEN, INC.**

420 Front Street  
 McHenry, IL 60050  
 815-578-1885

Accepted by:

Approved by:

Printed/ Typed Name: MICHAEL R. TYRRELL

Printed/ Typed Name: Timothy J. Hartnett

Title: PRESIDENT

Title: Principal/Vice President  
Governmental Services Midwest

Date: 6/1/2021

Date: June 1, 2021

**RESOLUTION NO. R-21-10**

**A RESOLUTION AUTHORIZING THE SUBMITTAL OF  
FUNCTIONAL CLASSIFICATION REQUESTS FOR  
DENKER ROAD, FOX MILL BOULEVARD, BROWN ROAD, AND TOWN HALL  
ROAD WITHIN THE VILLAGE OF CAMPTON HILLS AND WITHIN CAMPTON  
TOWNSHIP, KANE COUNTY, ILLINOIS**

**WHEREAS**, the Village of Campton Hills, Kane County, Illinois (the “*Village*”) is a duly organized and existing municipal corporation created under the provisions of the laws of the State of Illinois and under the provisions of the Illinois Municipal Code, as from time to time supplemented and amended; and

**WHEREAS**, the Village acknowledges that development patterns and traffic patterns on roadways under its jurisdiction can and do change over time; and

**WHEREAS**, the Village understands that the proper classification of roadways acknowledges the appropriate combination of both access and mobility; and

**WHEREAS**, the Village has contracted with HR Green to prepare the applications for roadway classification on behalf of the Village; and

**WHEREAS**, the Village supports the evaluation and classification of the above-named roadways from local roads to collector (minor or major) roadways in accordance with the policies and procedures defined in the CMAP Functional Classification Revision Workbook dated August 2019; and

**WHEREAS**, the Village President and Board of Trustees of the Village of Campton Hills (the “*Corporate Authorities*”) deem it advisable and in the best interest of the health, safety and welfare of the residents of the Village to submit such functional classification requests.

**NOW, THEREFORE, BE IT RESOLVED** by the President and Board of Trustees of the Village of Campton Hills, Kane County, Illinois, as follows:



**Section 1.** That the above recitals and legislative findings are found to be true and correct, and are hereby incorporated herein and made a part hereof, as if fully set forth in their entirety.

**Section 2.** That the Village hereby acknowledges, agrees to and authorizes the evaluation and classification of the above-named roadways from local roads to collector (minor or major) roadways, in accordance with the policies and procedures defined in the CMAP Functional Classification Revision Workbook dated August 2019.

**Section 3.** That the officials and officers of the Village are further hereby authorized to undertake such actions on the part of the Village as required by the Functional Classification Revision Request Template to complete the requirements of those provisions.

**Section 4.** If any section, paragraph, clause or provision of this Resolution shall be held invalid, the invalidity thereof shall not affect any other provision of this Resolution.

**Section 5.** All ordinances, resolutions, motions or orders in conflict with this Resolution are hereby repealed to the extent of such conflict.

**Section 6.** This Resolution shall be in full force and effect upon its passage, approval, and publication in the manner provided by law.

*Intentionally Left Blank*

Passed this \_\_\_\_ day of July, 2021, pursuant to a roll call vote as follows:

	AYES	NAYES	ABSENT	ABSTAIN
Trustee Darlene Bakk	_____	_____	_____	_____
Trustee Susan P George	_____	_____	_____	_____
Trustee Jim McKelvie	_____	_____	_____	_____
Trustee Mike Millette	_____	_____	_____	_____
Trustee Edward Muncie III	_____	_____	_____	_____
Trustee Wendy K. White Eagle	_____	_____	_____	_____
President Michael Tyrrell	_____	_____	_____	_____

APPROVED this this \_\_\_\_ day of July, 2021

\_\_\_\_\_  
Michael Tyrrell, Village President

(SEAL)

ATTEST: \_\_\_\_\_  
Lynn Baez, Village Clerk

# Village of Campton Hills Board Summary Memo

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**To:** Village President and Board of Trustees  
**From:** Rebekah Flakus, Village Treasurer  
**Date:** July 20, 2021  
**Subject:** Supplemental Appropriations Ordinance for Fiscal Year 2020/202 Budget **Agenda #: 5b**

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**Issue:**

Board Approval of Amendments/Additional Supplements to the Fiscal Year 2020-2021 Annual Budget

**Background/Reasoning:**

- The FY 2020-2021 Budget was approved by the Village Board on April 21, 2020. Since then, several changes and additions to revenues and expenditures have taken place.
- Unanticipated and unbudgeted General Fund revenues received this Fiscal Year include the following:
  - Video Gaming License & Tax Revenues
  - Cannabis Use Tax
  - K-9 Unit Revenues/Donations
  - Comcast Litigation Payments
  - Additional Sales & Local Use Tax Revenues
  - Additional Building Permit Revenues
  - Grant Revenues
  - Additional Fine Agency Revenues
- Unanticipated and Unbudgeted Non-General Fund revenues received this Fiscal Year include the following:
  - MFT - Transportation Renewal Allotments
  - MFT – Interest Income
  - Capital Reserves – Reimbursements – Other
- Additional General Fund expenditures or appropriations occurred throughout the Fiscal Year that were not initially budgeted including:
  - Increases in Administration Wages and Overtime
  - Health Insurance for Administration
  - Increases in Police Wages and Overtime

- Health Insurance Opt-Out program
  - K-9 Unit expenditures
  - Increases in Building & Zoning Wages and Overtime
  - Transfers to General Fund and Capital Fund Reserves
- Approving Additional Supplements or budget amendments to the original budget will not only make the budget more accurate, but it will also remedy one of the remaining outstanding Recommendations from the Village Audit of Funds being over Budget.

**Supporting Documents:**

- 5b - Ordinance Authorizing a Supplemental Appropriations Ordinance for the Fiscal Year 2020-2021 for the Village of Campton Hills

**Budget:**

Yes. Will remedy the revenues and expenditures that exceed the initial appropriations ordinance

**Public Impact:**

- Shows fiscal responsibility of the Village and compliance with the Village's Audit.

**Action Requested:**

- Motion to Approve an Ordinance Authorizing a Supplemental Appropriations Ordinance for the Fiscal Year 2020-2021 for the Village of Campton Hills.

**AN ORDINANCE  
AUTHORIZING A SUPPLEMENTAL BUDGET ORDINANCE FOR THE FISCAL YEAR 2020-2021 FOR  
THE VILLAGE OF CAMPTON HILLS**

**WHEREAS**, the Village of Campton Hills, Kane County, Illinois (the “*Village*”) is a duly organized and existing municipal corporation created under the provisions of the laws of the State of Illinois and under the provisions of the Illinois Municipal Code, as from time to time supplemented and amended; and

**WHEREAS**, the President and Board of Trustees adopted Ordinance O-20-06 on April 21, 2020, adopting the FY 2020-2021 Budget Ordinance for the Village of Campton Hills; and

**WHEREAS**, it has been determined that additional revenues are anticipated and/or have been realized by the Village since the adoption of the original FY 2020-2021 Budget Ordinance; and

**WHEREAS**, the Village has received and/or anticipates new or increased revenues in the following amounts:

<b>Revenues</b>		
	Income Tax	\$ 351,000
	Local Use Tax	\$ 133,000
	Sales Tax	\$ 40,000
	Video Gaming Tax	\$ 4,000
	Cannabis Use Tax	\$ 3,000
	Reimbursement - County COVID	\$ 653,000
	Grants	\$ 2,000
	Electric Aggregation Admin Fee	\$ 28,000
	K-9 Unit Donations/Revenues	\$ 25,000
	High Growth - Motor Fuel Tax	\$ 28,000
	REBUILD IL Bond Funds	\$ 367,000
	Grant Income	\$ 3,500
	Transfers in from General Fund	\$ 400,000
	Sale of Vehicles	\$ 1,000
	Interest Income	\$ 20,000
	Unrealized Gain/Loss	\$ 525,000
	<b>Total</b>	<b>\$ 2,583,500</b>

**WHEREAS**, it has become necessary to supplement the FY2020-2021 Budget Ordinance to reflect the increased and/or anticipated new revenues; and

**WHEREAS**, in addition to supplementing the FY 2020-2021 Budget Ordinance with regard to new or anticipated new revenues, the Village also wishes to reflect increases in certain expenditure categories which are either supplemented by the increased and/or anticipated additional revenues or reflect transfers from other line items or objects; and

**WHEREAS**, no additional approval by the President and Board of Trustees is necessary for the transfer of funds between different line items within the same categories and purposes.

**NOW, THEREFORE, BE IT ORDAINED** by the Village President and Board of Trustees of the Village of Campton Hills, Kane County, Illinois, as follows:

**Section 1:** That the above recitals and legislative findings are incorporated herein and

made a part hereof, as if fully set forth in their entirety.

**Section 2:** That the following sums of money, or as much as may be authorized by law, be and the same are hereby budgeted to pay all necessary expenses and liabilities of the Village of Campton Hills for the FY 2020-2021. Such budgets are hereby made for the following objects and purposes:

**General Fund (10)**

<b>Account Number</b>	<b>Account Name</b>	<b>Current Budget</b>	<b>increase/ (decrease)</b>	<b>Amended Budget</b>
10-4110	Income Tax	\$ 1,105,317	\$ 351,000	\$ 1,456,317
10-4120	Local Use Tax	\$ 375,393	\$ 133,000	\$ 508,393
10-4130	Sales Tax	\$ 204,787	\$ 40,000	\$ 244,787
10-4135	Video Gaming Tax	\$ 6,000	\$ 4,000	\$ 10,000
10-4140	Cannabis Use Tax	\$ 8,461	\$ 3,000	\$ 11,461
10-4159	Reimbursement - County COVID	\$ -	\$ 653,000	\$ 653,000
10-4180	Grants	\$ -	\$ 2,000	\$ 2,000
10-4272	Electric Aggregation Admin Fee	\$ 20,000	\$ 28,000	\$ 48,000
10-4820	K-9 Unit Donations/Revenues	\$ 30,000	\$ 25,000	\$ 55,000
<b>Total General Fund Revenues</b>		<b>\$ 1,749,958</b>	<b>\$ 1,239,000</b>	<b>\$ 2,988,958</b>

**Expenditures**

**General Administration Department**

10-11-4210	Salaries-Regular	\$ 159,900	\$ 40,000	\$ 199,900
10-11-4211	Bonus - Admin Department	\$ 2,000	\$ 1,000	\$ 3,000
10-11-4230	Salaries- Overtime	\$ 5,000	\$ 50,000	\$ 55,000
10-11-5370	Information Tech - Admin	\$ 22,300	\$ 10,000	\$ 32,300
10-11-9319	COVID 19 Expenditures - Reimbursed	\$ -	\$ 15,000	\$ 15,000

**Police Department**

10-21-4214	Salaries - Training for Police	\$ -	\$ 50,000	\$ 50,000
10-21-9319	COVID 19 Expenditures - Reimbursed	\$ -	\$ 550,000	\$ 550,000
10-21-9370	Expenditures Reimb. With Donations	\$ -	\$ 3,000	\$ 3,000

**Building & Zoning Department**

10-31-5330	Legal Services	\$ 500	\$ 30,000	\$ 30,500
10-31-5350	Inspection Services	\$ 66,000	\$ 30,000	\$ 96,000
10-31-5391	Contracts - B & Z Dept.	\$ -	\$ 60,000	\$ 60,000

**Miscellaneous Expenditures**

10-00-8520	Trans Out - To Capital Project Surplus / (Deficit) to Fund Reserves	\$ -	\$ 400,000	\$ 400,000
<b>Total General Fund Expenditures</b>		<b>\$ 255,700</b>	<b>\$ 1,239,000</b>	<b>\$ 1,494,700</b>

**Motor Fuel Tax (13)**

Account Number	Account Name	Current Budget	increase/ (decrease)	Amended Budget
13-4180	High Growth - Motor Fuel Tax	\$ 4,489	\$ 28,000	\$ 32,489
13-4182	REBUILD IL Bond Funds	\$ -	\$ 367,000	\$ 367,000
<b>Total Motor Fuel Tax Revenues</b>		<b>\$ 4,489</b>	<b>\$ 395,000</b>	<b>\$ 399,489</b>
13-00-5140	Maint. Svcs. - Streets	\$ 14,000	\$ 10,000	\$ 24,000
13-00-5160	Maint. Svcs. - Snow Removal	\$ 4,000	\$ 65,000	\$ 69,000
13-00-5810	IGA - Campton Township HD	\$ 213,417	\$ 50,000	\$ 263,417
13-00-5999	Surplus to net Fund Reserves	\$ 30,810	\$ 220,000	\$ 250,810
13-00-9160	Misc Road Projects	\$ 130,000	\$ 50,000	\$ 180,000
<b>Total Motor Fuel Tax Expenditures</b>		<b>\$ 392,227</b>	<b>\$ 395,000</b>	<b>\$ 787,227</b>

**Capital Projects Fund (20)**

Account Number	Account Name	Current Budget	increase/ (decrease)	Amended Budget
20-4001	Grant Income	\$ -	\$ 3,500	\$ 3,500
20-4751	Transfers in from General Fund	\$ -	\$ 400,000	\$ 400,000
20-4925	Sale of Vehicles	\$ -	\$ 1,000	\$ 1,000
<b>Total Capital Projects Fund Revenues</b>		<b>\$ -</b>	<b>\$ 404,500</b>	<b>\$ 404,500</b>
20-00-5004	Misc. Capital Projects	\$ 13,050	\$ 45,000	\$ 58,050
20-00-5005	Police Vehicles	\$ 55,000	\$ 90,000	\$ 145,000
20-00-5999	Surplus to net Fund Reserves	\$ -	\$ 269,500	\$ 269,500
<b>Total Capital Projects Fund Expenditures</b>		<b>\$ 68,050</b>	<b>\$ 404,500</b>	<b>\$ 472,550</b>

**Police Pension Fund (65)**

Account Number	Account Name	Current Budget	increase/ (decrease)	Amended Budget
65-4910	Interest Income	\$ 30,000	\$ 20,000	\$ 50,000
65-4920	Unrealized Gain/Loss	\$ -	\$ 525,000	\$ 525,000
<b>Total Police Pension Fund Expenditures</b>		<b>\$ 30,000</b>	<b>\$ 545,000</b>	<b>\$ 575,000</b>



65-00-4200	Retiree Pensions Paid	\$	89,359	\$	5,000	\$	94,359
65-00-5940	C Schwab Fees & Charges	\$	9,000	\$	10,000	\$	19,000
65-00-5999	Surplus to Pension Reserves	\$	198,723	\$	530,000	\$	728,723
<b>Total Capital Projects Fund Expenditures</b>		<b>\$</b>	<b>297,082</b>	<b>\$</b>	<b>545,000</b>	<b>\$</b>	<b>842,082</b>
<b>Total Change in Budgeted Revenues</b>				<b>\$ 2,583,500</b>			
<b>Total Change in Budgeted Expenditures</b>				<b>\$ 2,583,500</b>			

**Section 3:** That the amounts hereinafter set forth, or so much thereof, as may be authorized by law, or may be needed or deemed necessary to defray all expenses and liabilities of the Village, be and the same are hereby approved and budgeted for such corporate objects and purposes and such other funds herein described for the fiscal year beginning May 1, 2020 and ending April 30, 2021.

**Section 4:** All ordinances or parts in conflict with these provisions are hereby repealed.

**Section 5:** If any section, paragraph, clause or provision of this ordinance shall be held invalid, the invalidity thereof shall not affect any of the other provisions of this ordinance.

**Section 6:** This ordinance shall be in full force and effect from and after its passage and approval, and publication in pamphlet form as provided by law.

*(Intentionally Left Blank)*

Passed this \_\_\_\_\_<sup>th</sup> day of July, 2021 pursuant to a roll call vote as follows:

	AYES	NAYES	ABSENT	ABSTAIN
Trustee Darlene Bakk	_____	_____	_____	_____
Trustee Susan P George	_____	_____	_____	_____
Trustee Jim McKelvie	_____	_____	_____	_____
Trustee Mike Millette	_____	_____	_____	_____
Trustee Ed Muncie III	_____	_____	_____	_____
Trustee Wendy K. White Eagle	_____	_____	_____	_____
President Michael Tyrrell	_____	_____	_____	_____

APPROVED this \_\_\_\_\_<sup>th</sup> day of July, 2021

\_\_\_\_\_  
Michael Tyrrell, Village President

(SEAL)

ATTEST: \_\_\_\_\_  
Lynn Baez, Village Clerk

# Village of Campton Hills Board Summary Memo

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**To:** Village President and Board of Trustees

**From:** Administration

**Date:** July 14, 2021

**Subject:** Records Management- Digital Services

**Agenda #:** 8b.

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**Issue:**

The Village needs to continue it's organization of all the inherited records from Kane County when it incorporated in 2007

**Document Summary:**

Staff has looking at a records management product call Laserfiche. Laserfiche offers different types of management solutions. These include:

- Cloud Option for 5 Starter License Users
- Cloud Option for 5 Professional License Users
- On-Premise Option for 10 License Users

A third-party vendor: TKB Associates, Inc. is a local leading Laserfiche Value Added Reseller (VAR) that staff has been providing information to Village staff.

**Budget:**

N/A

**Action Requested:**

N/A

# Village of Campton Hills Board Summary Memo

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**To:** Village President and Board of Trustees

**From:** Administration

**Date:** July 14, 2021

**Subject:** Fulton Siren Maintenance Contract Renewal

**Agenda #:** 8d

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**Issue:**

The Village has an annual Siren maintenance agreement and it is time to renew it for 2021/2022

**Supporting Documents:**

- Cover Letter from Fulton Siren Services
- 2021/2022 Outdoor Warning Siren System Annual Maintenance Contract
- 2020/2021 Paid Invoice

**Document Summary:**

For 2020/2021's contract the cost of maintenance service was \$448.23. The proposed contract amount for 2021/2022 is \$457.19.

**Budget:**

N/A

**Action Requested:**

N/A



**Campton Hills**  
**2021/2022 Outdoor Warning Siren System Annual Maintenance Contract**

This is a contract proposal to perform annual maintenance for your Outdoor Warning Siren System. This includes the following on an annual basis for the calendar year of May 7, 2021 through May 6, 2022. We will perform the following:

- Clean and check contactors in control cabinets.
- Verify no moisture problems in control cabinets.
- Test Radio frequency, sensitivity, and audio levels.
- Check and verify decode signals on radio system.
- Test each command signal for proper timing and function.
- Check and test siren batteries and fill with distilled water if necessary. *\*Change batteries if over five years old or fails load test.*
- Check and test siren charging system and all motor controls.
- Check antenna, antenna cable and connectors.
- Check and test grounding system and provide ground rod reading:
- Test siren head heater circuit and thermostat.
- Inspect all relay contacts and connections.
- Check for any apparent breakage, wear and tear or vandalism and report same to owner.
- Inspect siren equipment for looseness or any condition that may compromise the reliability and useful life of the equipment.
- Perform inspection of surge protections system and notify the owner of deficiencies.
- Growl test performed after completion of preventive maintenance.

This contract includes all labor, equipment and material for general maintenance. *\*Any defective parts or components found will be repaired or replaced at an additional charge to the owner with an additional labor charge to perform the repair.* This is in addition to the basic contract amount approved, if major repairs are necessary we will contact the owner for approval.

**Maintenance Amount: \$457.19**  
One (1) P-50

**PLEASE! Do not send payment now, this is not a bill. You will be invoiced after maintenance is completed.**

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**PROPOSED BY:**

*John E. Vistine*

\_\_\_\_\_  
(Sign)

JOHN E. VISTINE  
\_\_\_\_\_

FULTON SIREN SERVICES  
\_\_\_\_\_

Date: 7/7/2021

**ACCEPTED BY:**

\_\_\_\_\_  
(Sign)

\_\_\_\_\_  
(Print name)

\_\_\_\_\_  
(Title)

Date: \_\_\_\_\_



July 7, 2021

Village of Campton Hills  
40W270 LaFox Rd., Suite B  
Campton Hills, IL 60175

**RE: 2021/2022 Annual Siren Maintenance Contract**

Enclosed is your contract proposal to perform maintenance for the Campton Hills Outdoor Warning Siren System on an annual basis for the period of May 7, 2021 through May 6, 2022. During this period we will visit each one of your sirens to perform the general maintenance, which is outlined for you in the maintenance contract. As you know, it is important to maintain your sirens to ensure they continue to perform during those times of severe weather when they are needed most. Any minor repairs needed on a siren will be performed immediately while on site to keep your costs down, however additional repair charges will apply. Major repairs found will require preapproval and you would be contacted before any major repairs were performed. Please call me with any questions you may have.

After acceptance, sign and return the enclosed contract at your earliest convenience via mail, or scan and email to [diane@fultonsirenservices.com](mailto:diane@fultonsirenservices.com). Thank you for your prompt attention and continued support.

Sincerely,

John E. Vistine

*President / Owner*

**Fulton Siren Services**

Division of J&D Ingenuities LLC

[jvistine@fultonsirenservices.com](mailto:jvistine@fultonsirenservices.com)

**Fulton Siren Services**  
16220 Poplar Rd.  
Marengo, IL 60152  
(630) 336-2652



## INVOICE

**INVOICE TO**  
Village of Campton Hills  
40W270 LaFox Rd., Suite B  
Campton Hills, IL. 60175

**INVOICE NO.** 1979  
**DATE** 04/23/2021  
**DUE DATE** 05/23/2021  
**TERMS** Net 30

**PO #**

**JOB #**  
S-CAM210423

| DATE       | ACTIVITY                                                  | QTY | RATE   | AMOUNT |
|------------|-----------------------------------------------------------|-----|--------|--------|
| 04/19/2021 | <b>Large Siren PM</b><br>performed annually for 2020/2021 | 1   | 448.23 | 448.23 |

**BALANCE DUE** **\$448.23**

Please remit payment to:

Fulton Siren Services  
16220 Poplar Rd..  
Marengo, IL 60152

Thank you for you business! Please contact us at 630-336-2652 with any questions.