

MEETING MINUTES FOR THE REGULAR MEETING
OF THE CORPORATE AUTHORITIES OF THE
VILLAGE OF CAMPTON HILLS
Tuesday, October 19, 2021
7:00 P.M.

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

***All Public Meetings are recorded.**

Call to Order - President Tyrrell called the meeting to order at 7:03 pm.

1. Roll Call – Clerk Baez called the roll

<i>Present</i>	<i>Absent</i>	<i>Also Present</i>
Trustee McKelvie	Trustee George	Administrator Searl
Trustee Millette (7:04)		Clerk Baez
Trustee Muncie		Chief Millar
Trustee White Eagle		Treasurer Flakus
President Tyrrell		Member(s) of the Public

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

3. Public Comments – Limited to 3 minutes per individual

Charles Cappell appreciated the public message reminders and awareness of the vaccination and wearing of mask on Community Counts.

4. Swearing – in: Campton Hills Police Officers (Michael Ziegler, Daniel Spychalski)

Clerk Baez conducted the swearing in of Campton Hills Police Officers – Michael Ziegler and Daniel Spychalski.

Chief Millar presented the Certificate of Appointment and a special gift for both the Officers.

5. CASA Presentation

Jennifer Fisher and Stephanie Marlett from CASA (Court Appointed Special Advocate) gave a brief presentation of what CASA is and what they do, and how to become a volunteer and the roles of the volunteers. The need for volunteers is a great since their cases have doubled post – pandemic.

Discussion on how the Village can help promote awareness of the program and the need for volunteers ie; Village website, Community Counts, banners, flyers, yards signs.

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6. **Audit Presentation** (supporting documents were included in the Board packet)

Tim Gavin – CPA from Lauterbach and Amen gave an overview of the Annual Financial Audit Report and commended Treasurer Flakus on the due process during the audit.

a) **Motion to acknowledge receipt of the Annual Financial Audit Report** made by Trustee McKelvie, seconded by Trustee White Eagle.

Roll Call: [AYES: 4] [NAYES: 0] [ABSENT: 1] [ABSTAIN: 0] Motion **CARRIED**
McKelvie George
White Eagle
Millette
Muncie

7. **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.]

Motions to **approve a and b** made by Trustee McKelvie, seconded by Trustee White Eagle.

- a.) Motion to **approve** the minutes of the **October 5, 2021**
- b.) Motion to **approve** payment of bills per **Warrant List #22-09**

Roll Call: [AYES: 4] [NAYES: 0] [ABSENT: 1] [ABSTAIN: 0] Motion **CARRIED**
McKelvie George
White Eagle
Millette
Muncie

8. **Action Items**

- a. **Board to consider Ordinance No. 0-21-12 amending the Village Code related to establishing a liquor license classification for cooking, arts and craft school.**
Motion made by Trustee White Eagle, seconded by Trustee Muncie

Roll Call: [AYES: 4] [NAYES: 0] [ABSENT: 1] [ABSTAIN: 0] Motion **CARRIED**
White Eagle George
Muncie
McKelvie
Millette

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b. Building Security Improvements: Architect/Construction Manager agreements.

- i. **Board to consider Resolution R-21-14 authorizing an agreement between the Village of Campton Hills and Studion 222 Architects.** Motion made by Trustee Muncie, seconded by Trustee McKelvie.

Roll Call: [AYES: 4] [NAYES: 0] [ABSENT: 1] [ABSTAIN: 0] Motion **CARRIED**
Muncie George
McKelvie
Millette
White Eagle

- ii. **Board to consider Resolution R-21-15 authorizing an agreement between the Village of Campton Hills and Laub Construction, Inc.** Motion made by Trustee Muncie, seconded by Trustee White Eagle.

Roll Call: [AYES: 4] [NAYES: 0] [ABSENT: 1] [ABSTAIN: 0] Motion **CARRIED**
Muncie George
White Eagle
McKelvie
Millette

c. Closed Minutes Release:

- i. **Motion to retain the following: 1/11/2019, 1/16/2019, 5/7/2019, 6/8/2019, 7/2/2019, 11/6/2019, 4/21/2020, 5/7/2020, 8/18/2020, 10/20/2020, 4/20/2021, 5/4/2021.** Motion made by Trustee White Eagle, seconded by Trustee Muncie

Roll Call: [AYES: 4] [NAYES: 0] [ABSENT: 1] [ABSTAIN: 0] Motion **CARRIED**
White Eagle George
Muncie
McKelvie
Millette

- ii. **Motion to release the following: 1/15/2019, 4/16/2019, 5/7/2019, 6/8/2019, 3/3/2020, 3/18/2020, 6/2/2020, 9/15/2020, 6/15/2021.** Motion made by Trustee McKelvie, seconded by Trustee White Eagle.

Roll Call: [AYES: 4] [NAYES: 0] [ABSENT: 1] [ABSTAIN: 0] Motion **CARRIED**
McKelvie George
White Eagle
Millette
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- iii Motion to destroy verbatim recordings before April 2020.** Motion made by Trustee White Eagle, seconded by Trustee McKelvie

Roll Call: [AYES: 4] [NAYES: 0] [ABSENT: 1] [ABSTAIN: 0] Motion **CARRIED**
White Eagle George
McKelvie
Millette
Muncie

9. Department Reports

- a), **Police Department September Monthly Report – Available on line**
- Chief Millar went over the highlights of the September Department report.
 - 235 Calls for Service
 - 9 Accidents
 - 40 Citations
 - 95 Field Interviews
 - 34 Incidents
 - 2 Property
 - Chief thanked the Board for the approval of 2 full time Police Officers
 - Ride for KODA event had 130 motorcycles participating and brought in \$16,000 in donations.
 - Sold the K9 vehicle to another Police Department that was starting up its own K9 unit.
 - Chief Millar went over the January 2022 Shift Schedule
- b.) **Building and Zoning Report September Monthly Report – Available on line**
- Administrator Searl went over the highlights of the September Activity for Building and Zoning and Permit Summary report for 2020 & 2021.
 - (6) Adjudication cases of which 2 are new.
 - Administrator Searl introduced Ben Olson – Intern who has been working on consolidation of files for Building and Zoning
- c.) **Finance Department September Monthly Report – Available on line**
- Treasurer’s Flakus went over the highlights of the September 2021 Treasurers’ Report (41.67% of year completed).

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MOTION to Suspend Roberts Rules of Order made by Trustee Muncie, seconded by Trustee White Eagle.

Voice Vote: [AYES: 4] [NAYES: 0] [ABSENT: 1] [ABSTAIN: 0] Motion **CARRIED**

*Trustee McKelvie left the meeting at 7:35 p.m.

10. Current Discussion Items

a.) **Records Retention Policy**

IML Model Policy: Records Retention enclosed in Board packet
Need to update the Code on Record Retention and will be an Action Item for next meeting.

b.) **IPBC Business Associate Agreement**

Administrator Searl went over and will be an Action Item for next meeting.

c.) **Road Resurfacing/rejuvenation**

No Update

d.) **Legal Counsel**

Question and discussion was raised regarding the amount of usage of legal counsel.

e.) **Zoning Draft Public Hearing Status**

Administrator Searl gave an update and indicated that there could be more than one public hearing. Currently, date is of hearing/s are TBD at this time due to COVID as hearings will be conducted in person.

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

a.) **Laserfiche Services**

Ongoing

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

13. 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)

14. Potential Action Pertaining to Closed Session

15. Next Meeting - Tuesday, November 2, 2021 at 7 p.m. Lord of Life Church

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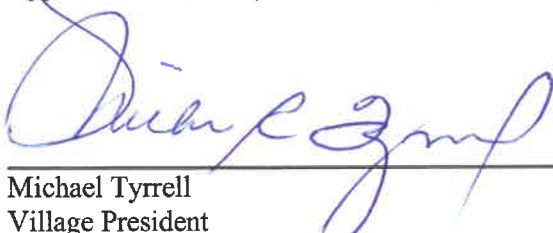
16. Adjournment

Motion to **Adjourn** the Regular meeting, motion made by Trustee Muncie, seconded by Trustee White Eagle.

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

Meeting adjourned at 8:27 p.m

Approved this 2nd day of November, 2021



Michael Tyrrell
Village President



Lynn Baez
Village Clerk