

AGENDA FOR THE REGULAR MEETING
OF THE CORPORATE AUTHORITIES OF THE
VILLAGE OF CAMPTON HILLS
10/18/2022
7:00 p.m.
Lord of Life Church
40W605 IL-38
Elburn, IL 60119

1. **Roll Call**

2. **Pledge of Allegiance**

3. **Guest Speaker/Public Comments** – Kane County States Attorney Jamie Mosser will be presenting information regarding the Safe-T Act

4. **Consent Agenda**

- a.) Motion to approve the minutes of the October 4, 2022 village board special meeting.
- b.) Motion to approve payment of bills per Warrant List #23-07.

5. **Action Item**

- a.) **Motion to approve Resolution R-22-30** a resolution designating the Village Administrator as an authorized agent for the Illinois Municipal Retirement Fund (IMRF).
- b.) **Motion to approve Resolution R-22-31** a resolution awarding the subcontractor for electrical services to Holmgren Electric for a total amount not to exceed \$110,000.
- c.) **Motion to approve and consent** to the Village President's appointment of Don Wieland to fill the vacancy on the Community Relations Commission due to the resignation of Janet Burson term to expire 7/21/2023.
- d.) **Motion to approve Ordinance O-22-12** an ordinance extending Ordinance O-18-18 which established the salaries of municipal officers.

6. **Department Reports**

- a.) [Police Department September Report](#)
- b.) [Treasurer's September Report](#)
- c.) [Building and Zoning September Report](#)

7. **Current Discussion Items**

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

9. **Additional Informational Items**

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)
- 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.

11. Potential Action Pertaining to Closed Session

- a.) **Motion to approve Resolution R-22-32** a resolution regarding approval, confidentiality, and retention of certain closed session minutes and recordings.

12. Next Meeting:

13. Adjournment

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 the 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 ensure the 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.

Note:

The Village of Campton Hills, in compliance with the Americans with Disabilities Act (ADA), requests that persons with disabilities requiring accommodations to allow observance of and/or participation in this meeting or having questions about the accessibility of the meeting facilities contact the Village Administrator (the Village's ADA Coordinator) at (630) 524-6252, at least 24 hours in advance of the meeting date.



MINUTES OF THE SPECIAL MEETING OF THE CORPORATE AUTHORITIES OF THE
 VILLAGE OF CAMPTON HILLS
October 4, 2022, 7:00 p.m.
Lord of Life Church
 40W605 IL-38, Elburn, IL 60119

President Tyrrell called meeting to order at: 7:07 p.m.

1. Roll Call

Deputy Clerk Stipetic Called the Roll:

Roll Call

<u>Trustee</u>	<u>Present</u>	<u>Absent</u>	<u>Others Present</u>
Cappell	_X_	___	Administrator Burchard
George	___	_X_	Village Attorney Morton
McKelvie	_X_	___	Police Chief Millar
Millette	_X_	___	Deputy Clerk Stipetic
Muncie	_X_	___	Members of the public
White Eagle	_X_	___	
President Tyrrell	_X_	___	

2. Pledge of Allegiance

3. Consent Agenda

- a) Motion to approve the meeting minutes of the September 20, 2022 village board meeting. Trustee Millette asked that the meeting minutes reflect that Trustee George stated at the board meeting that she visited resident Hollie Baroun's home.

Trustee McKelvie made a motion to approve with a second motion made by Trustee Millette.

<u>Trustee</u>	<u>Yea</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent Motion: Carried</u>
Cappell	_X_	___	___	___
George	___	___	___	_X_
McKelvie	_X_	___	___	___
Millette	_X_	___	___	___
Muncie	_X_	___	___	___
White Eagle	_X_	___	___	___
President Tyrrell	___	___	___	___

4. Action Items:

- a.) **Motion approve Resolution R-22-29** a resolution appointing Dorothea Stipetic as Deputy Clerk for the Village of Campton Hills

Trustee White Eagle made a motion to approve with a second motion made by Trustee Cappell.

<u>Trustee</u>	<u>Yea</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent Motion: Carried</u>
Cappell	<u> X </u>	_____	_____	_____
George	_____	_____	_____	<u> X </u>
McKelvie	<u> X </u>	_____	_____	_____
Millette	<u> X </u>	_____	_____	_____
Muncie	<u> X </u>	_____	_____	_____
White Eagle	<u> X </u>	_____	_____	_____
President Tyrrell	_____	_____	_____	_____

5. Discussion of Draft Ordinance Received from Plan Commission/ZBA

- a.) Livestock (section 8 M) The Village Administrator distributed a revised version of the Livestock section of the proposed zoning code. That version is attached to these minutes (Exhibit A). Some of the items on the newly distributed information did not reflect the discussion from the last meeting. Trustee Muncie and Trustee White Eagle expressed concern about the late distribution of the Livestock document. Trustee Cappell expressed his concerns regarding animal density and suggested looking at the matrix that was included in the proposal approved by the Plan Commission. He brought up ecological concerns with allowing for horses on residential properties in the area. Consideration must be given to the acreage of the property. Trustee Millette explained that we are looking at maximum numbers of horses. He also pointed out that the Ordinance now specifies horses vs. livestock and suggested that we discuss horses and then separate other livestock. Trustee Muncie said that the acreage is important but there are limits on the number of horses based upon the limits to building the accessory structures necessary to have horses. He also suggested that the number of horses allowed would also apply to other livestock.

Discussion continued regarding the keeping of horses. President Tyrrell explained that there are many subdivisions with covenants that do not allow livestock or chickens. The Village cannot override the covenants that have been established. The covenants go with the land and do not change. Trustee Muncie expressed concern that many of the covenants are more than 40 years old and may be outdated. Homeowners should check on these covenants when they purchase properties, but this should not change our zoning ordinance. Trustee Millette explained that the reason for establishing a zoning code is for future development. President Tyrrell explained anything that the board does in zoning does not override covenants and declarations. Trustee McKelvie suggested that we use the proposed zoning districts as the guideline for the number of horses allowed (i.e., RE-1, RE-2, Re-3). Trustee White Eagle said that folks can also apply for a special use. Trustee Muncie said that the animal use table that was proposed to the Plan Commission figured in the acreage of land not just the zoning district. Trustee Cappell suggested that the zoning ordinance provide a range allowed in the number of horses.

President Tyrrell moved toward getting a consensus with the board. The staff will come back with a recommendation for a maximum number of animals per district. It was suggested that we start with one horse per acre and one per half acre thereafter. Trustee White Eagle reiterated that the board members should get information in advance of the meeting.

6. Public Comments

Comment slips are added to these minutes

7. 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.

Motion to move into closed session per items A & B above – Time: 9:35 p.m.

Trustee Millette made a motion to move into closed session with a second motion made by Trustee Muncie.

Trustee	Yea	Nay	Abstain	Absent Motion: Carried
Cappell	<u> X </u>	_____	_____	_____
George	_____	_____	_____	<u> X </u>
McKelvie	<u> X </u>	_____	_____	_____
Millette	<u> X </u>	_____	_____	_____
Muncie	<u> X </u>	_____	_____	_____
White Eagle	<u> X </u>	_____	_____	_____
President Tyrrell	_____	_____	_____	_____

Deputy Clerk Stipetic Called the Roll:

Trustee	Present	Absent	Others Present
Cappell	<u> X </u>	_____	Administrator Burchard
George	_____	<u> X </u>	Village Attorney Morton
McKelvie	<u> X </u>	_____	Deputy Clerk Stipetic
Millette	<u> X </u>	_____	
Muncie	<u> X </u>	_____	
White Eagle	<u> X </u>	_____	
President Tyrrell	<u> X </u>	_____	

Motion to move out of closed session: 10:05 p.m.

Trustee White Eagle made a motion to move out of closed session with a second by Trustee Cappell

Trustee	Yea	Nay	Abstain	Absent	Motion: Carried
Cappell	<u> X </u>	<u> </u>	<u> </u>	<u> </u>	
George	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> X </u>
McKelvie	<u> X </u>	<u> </u>	<u> </u>	<u> </u>	
Millette	<u> X </u>	<u> </u>	<u> </u>	<u> </u>	
Muncie	<u> X </u>	<u> </u>	<u> </u>	<u> </u>	
White Eagle	<u> X </u>	<u> </u>	<u> </u>	<u> </u>	
President Tyrrell	<u> X </u>	<u> </u>	<u> </u>	<u> </u>	

8. Potential Action Pertaining to Closed Session

None

Motion to move into open session: 10:05 p.m.

Trustee	Yea	Nay	Abstain	Absent	Motion: Carried
Cappell	<u> X </u>	<u> </u>	<u> </u>	<u> </u>	
George	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> X </u>
McKelvie	<u> X </u>	<u> </u>	<u> </u>	<u> </u>	
Millette	<u> X </u>	<u> </u>	<u> </u>	<u> </u>	
Muncie	<u> X </u>	<u> </u>	<u> </u>	<u> </u>	
White Eagle	<u> X </u>	<u> </u>	<u> </u>	<u> </u>	
President Tyrrell	<u> X </u>	<u> </u>	<u> </u>	<u> </u>	

Roll Call Back Into Open Session: 10:05 p.m.

Trustee	Present	Absent	Others Present
Cappell	<u> X </u>	<u> </u>	Administrator Burchard Village Attorney Morton Deputy Clerk Stipetic
George	<u> </u>	<u> X </u>	
McKelvie	<u> X </u>	<u> </u>	
Millette	<u> X </u>	<u> </u>	
Muncie	<u> X </u>	<u> </u>	
White Eagle	<u> X </u>	<u> </u>	
President Tyrrell	<u> X </u>	<u> </u>	

9. **Next Meeting:** October 18, 2022

10. **Adjournment:** 10:07 p.m.

Motion to adjourn

Trustee Millette made a motion to move out of closed session with a second by Trustee Muncie

<u>Trustee</u>	<u>Yea</u>	<u>Nav</u>	<u>Abstain</u>	<u>Absent Motion: Carried</u>
Cappell	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
George	<u> </u>	<u> </u>	<u> </u>	<u> X </u>
McKelvie	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Millette	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Muncie	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
White Eagle	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
President Tyrrell	<u> X </u>	<u> </u>	<u> </u>	<u> </u>

Approved this _____ of October, 2022

Michael Tyrrell
Village President

Dorothea Stipetic, Deputy Village Clerk

Exhibit A – attachment to the 10.8.2022 village board minutes

M. Livestock

It shall be unlawful to harbor or keep any live cattle, or swine, anywhere in the village except in agricultural zoning districts. Chicken coops, apiaries, and aquaponic/aquaculture facilities are regulated separately. These standards do not apply to livestock kept as part of a public safety facility, such as police dogs or horses for mounted police.

1. Keeping of horses, including required enclosures, is permitted as an accessory use in residential districts provided there is an equestrian enclosure and a well-maintained, minimum 600 sq. ft. paddock per animal.
2. All structures for the shelter of horses, and all storage areas for manure, shall be located a minimum of ninety (90) feet from side and rear lot lines, and one hundred and fifty (150) feet from front lot lines and shall not be constructed over septic fields.
3. Equestrian enclosures and any roofed structures must be located at least 100 feet from any residence other than that of the owner or user of the property. Fenced enclosures must be located at least five feet from any lot line.
4. All equestrian structures and enclosures must be designed to ensure the health and well-being of the animals, including protection from predators, the elements, and inclement weather.
5. Adequate utility services and drainage facilities, as determined by the village engineer, shall be provided.
6. The method of manure storage and removal must meet the requirements of the Illinois Environmental Protection Agency, and must be conducted so as not to be offensive or injurious to public health.
7. All horses must be kept to prevent any adverse impact, including but not limited to odor, noise, drainage, or pest infestation, on any other property.
8. The following ancillary activities are permitted as part of keeping horses and other equine specifically:
 - a. Riding lessons
 - b. Boarding horses
 - c. Therapeutic riding

Invoice Number	Description	GL Account and Title	Total Cost
B&F Construction Code Services Inc			
16248	Ron Searl July Invoice	10-31-5391 Contracts - B & Z Dept.	4,128.80
59725	CH-22-0390 Solar System Plan Review	10-31-5350 Inspection Services	225.00
60042	CH-22-0476 Addition Plan Review	10-31-5350 Inspection Services	200.00
60061	CH-22-0522 Solar Panel Review	10-31-5350 Inspection Services	225.00
60062	CH-22-0474 Addition Plan Review	10-31-5350 Inspection Services	754.29
60088	CH-22-0514 Solar Panel Review	10-31-5350 Inspection Services	225.00
60089	CH-22-0512 Solar Panel Review	10-31-5350 Inspection Services	225.00
60090	CH-22-0490 Addition Plan Rewview	10-31-5350 Inspection Services	317.32
60094	CH-22-0515 Village Hall Renovation Plan Review	10-11-9329 ARPA Expenditures	1,369.26
Total B&F Construction Code Services Inc:			7,669.67
Campton Township Highway District			
VCH220908	Plat Township Road Maintenance - Crawford and Conner	13-00-5140 Maint. Svcs. - Streets	1,871.00
VCH220921	Plato twnship Wood Bridge, Tall Pines, Edge Wood, SunnyHill	13-00-5180 Maint. Svcs. - Trees, Trimmi	17,780.00
Total Campton Township Highway District:			19,651.00
Cardmember Service - First American Bank			
SEPTEMBER2	SP Police Tees K-9 Fundraiser Supplies	10-21-6520 Operating Supplies	196.27
SEPTEMBER2	SP Police Tees Return	10-21-6520 Operating Supplies	79.95-
SEPTEMBER2	SP Police Tees K-9 Fundraiser Supplies	10-21-6520 Operating Supplies	183.87
SEPTEMBER2	Costco Warehouse - Village Hall Supplies	10-11-6520 Operating Supplies	88.13
SEPTEMBER2	Shaw Publication Subscription	10-11-5610 Dues and Subscriptions	76.74
SEPTEMBER2	Daily Herald Subscription	10-11-5610 Dues and Subscriptions	54.00
SEPTEMBER2	Amazon Office Services	10-11-6510 Office Supplies	211.32
SEPTEMBER2	Mail Chimp Weekly E-Blast	10-11-5510 Postage	36.13
SEPTEMBER2	Comcast Monthly Internet	10-11-5500 Communications	252.75

Invoice Number	Description	GL Account and Title	Total Cost
Total Cardmember Service - First American Bank:			1,019.26
ComEd - #0936076041 Unit A			
10072022INV	Electric Suite A	10-11-5710 Utilities	104.87
Total ComEd - #0936076041 Unit A:			104.87
ComEd - #1323117176			
10072022INV	Siren 4N782 School Road	10-11-5710 Utilities	41.40
10072022INV	Siren 4N782 School Road	10-21-5710 Utilities	17.74
Total ComEd - #1323117176:			59.14
ComEd - #2565128058			
10072022INV	Electric Street Lights	14-00-5770 R & B Utilities	533.62
Total ComEd - #2565128058:			533.62
ComEd - #3783090178			
10072022INV	Elec - VH	10-11-5710 Utilities	243.34
10072022INV	Elec - Vh	10-21-5710 Utilities	104.29
Total ComEd - #3783090178:			347.63
Conserv FS, INC.			
114015860	Fuel for Squad Cars	10-21-6550 Auto Fuel	1,421.41
1140158938	Fuel for Squad cars	10-21-6550 Auto Fuel	1,385.74
Total Conserv FS, INC.:			2,807.15

Invoice Number	Description	GL Account and Title	Total Cost
Coverall North America Inc			
1010702315	Cleaning Service - August and September 22	10-11-5360 Janitorial Service	490.00
1010702315	Cleaning Service - August and September 22	10-21-5360 Janitorial Services	210.00
Total Coverall North America Inc:			700.00
Firestone Complete Auto Care #557382			
310769	Squad #13 - Tires	10-21-5130 Maint Svc-Vehicle	365.07
311167	Squad 12 - Oil Change and wiper blades	10-21-5130 Maint Svc-Vehicle	120.79
311327	Squad 11 - Oil Change	10-21-9380 K-9 Unit Expenditures	49.01
311388	ATV - Tires	10-21-5120 Maint Svc-Equipment	132.93
Total Firestone Complete Auto Care #557382:			667.80
Fleet Safety Supply			
79768	Equipment for New Squad #1	20-00-5005 Police Vehicles	9,213.38
Total Fleet Safety Supply:			9,213.38
GovDirect 600 Cleveland St.			
INV0007143	Four Police Laptops FZ-5515	10-21-8500 Computers	8,984.84
INV0007143	Protection Plus Warranty	10-21-8500 Computers	997.84
Total GovDirect 600 Cleveland St.:			9,982.68
Helping Hand IT Svcs & Networking Inc			
22-40788	IT Services for August	10-11-5370 Information Tech - Admin	1,041.30
22-40788	IT Services August	10-21-5370 Information Tech - Police	446.27
22-41211	IT Services foot patch cable	10-11-5370 Information Tech - Admin	5.25

Invoice Number	Description	GL Account and Title	Total Cost
Total Helping Hand IT Svcs & Networking Inc:			1,492.82
Illinois Association of Chiefs of Police			
11349	2023 Membrship Renewal	10-21-5610 Dues and Subscriptions	130.00
Total Illinois Association of Chiefs of Police:			130.00
James Levand			
2022-09-15	Travel/Fuel Cost to K-9 Training	10-21-9380 K-9 Unit Expenditures	160.55
Total James Levand:			160.55
Kane County Division of Transportation			
2022-0000000	No Construction Traffic Signs in Norton Lake	10-00-2553 Escrow - Norton Lake Dev.,	287.71
2022-0000000	Sign labor	10-00-2553 Escrow - Norton Lake Dev.,	184.43
Total Kane County Division of Transportation:			472.14
Law Office of Joseph Ramos			
09212022INV	Preside over May Adjudication Hearings	10-31-5330 Legal Services	300.00
09212022INV	Preside over June Adjudication Hearings	10-31-5330 Legal Services	300.00
09212022INV	Preside over July Adjudication Hearings	10-31-5330 Legal Services	300.00
09212022INV	Preside over August Adjudication Hearings	10-31-5330 Legal Services	300.00
09212022INV	Preside over September Adjudication Hearings	10-31-5330 Legal Services	300.00
Total Law Office of Joseph Ramos:			1,500.00
Maness Tree Service			
1025	Tree Removal on Crawford Rd. Plato Township	20-00-5013 Road Improvements & Proje	2,000.00

Invoice Number	Description	GL Account and Title	Total Cost
Total Maness Tree Service:			2,000.00
Montana & Welch LLC			
14912	General Legal Services - July 2022	10-01-5330 General Legal Service	8,443.75
14912	Police Related Legal Services - July 2022	10-21-5330 Legal Services	2,425.42
14912	Zoning Related Legal - July 2022	10-31-5330 Legal Services	1,181.25
14913	Escrow Related Legal Issues - July 2022	10-00-2549 Escrow - Larsen/County Wi	1,719.18
14996	General Legal Services - August 2022	10-01-5330 General Legal Service	5,258.45
14996	Police Related Legal Services - August 2022	10-21-5330 Legal Services	1,225.00
14996	Zoning Related Legal Services August 2022	10-31-5330 Legal Services	1,706.25
14997	Escrow Related Legal Court Filings - August 2022	10-00-2549 Escrow - Larsen/County Wi	85.14
14997	Escrow Related Legal - August 2022	10-00-2549 Escrow - Larsen/County Wi	3,582.50
Total Montana & Welch LLC:			25,626.94
Nicole Fleshman			
10072022INV	Web Design Annual Fee	10-11-5395 Other Professional Svcs.	1,200.00
Total Nicole Fleshman:			1,200.00
Nicor			
10072022INV	Gas	10-11-5710 Utilities	55.69
10072022INV	Gas	10-21-5710 Utilities	23.86
10072022INV	Gas	10-11-5710 Utilities	59.44
10072022INV2	Gas	10-21-5710 Utilities	25.47
Total Nicor:			164.46
Paddock Publications Inc			
229480	Bid Notice for Building Renovation	10-11-9329 ARPA Expenditures	126.50

Invoice Number	Description	GL Account and Title	Total Cost
Total Paddock Publications Inc:			126.50
Ray O'Herron Co. Inc			
2221015	New Officer Uniform - Roskens	10-21-4710 Uniforms Allowance	58.48
2223448	New Officer Uniform - Roskens	10-21-4710 Uniforms Allowance	250.17
2223454	New Officer Uniform - Roskens	10-21-4710 Uniforms Allowance	8.99
2224242	Police Uniforms for SGT Promotion - Levand	10-21-4710 Uniforms Allowance	194.32
Total Ray O'Herron Co. Inc:			511.96
Studio 222 Architects			
2022-0276	Architect Svcs June, VH & Police Renovation (APRA)	20-00-5010 Village Hall Improvements	13,010.56
2022-0320	Architect Svcs July, VH & Police Renovation (ARPA)	20-00-5010 Village Hall Improvements	31,600.00
2022-0397	Architect Svcs Aug, VH & Police Renovation (ARPA)	20-00-5010 Village Hall Improvements	30,000.00
Total Studio 222 Architects:			74,610.56
Trotter and Associates			
20122	Review of Stormwater issues with D. Burchard	10-31-5320 Engineering Services	432.50
20123	Correspondence - Norton Lakes	10-00-2553 Escrow - Norton Lake Dev.,	129.75
20123	Project Documentation - Norton Lakes	10-00-2553 Escrow - Norton Lake Dev.,	258.00
20397	Norton Lakes - July Inspections/Correspondence	10-00-2553 Escrow - Norton Lake Dev.,	335.75
20398	CH-22-0420 Grading Plan	10-31-5320 Engineering Services	400.00
20556	Violation Letter for 04N671 Circle Drive	10-31-5320 Engineering Services	129.75
20556	Plan Review - 6N437 Clydesdale Court	10-31-5320 Engineering Services	259.50
20557	Norton Lakes August Contruction signs and erosion control	10-00-2553 Escrow - Norton Lake Dev.,	129.75
20558	CH-22-0455 - Grading Plan	10-31-5320 Engineering Services	400.00
20559	CH-20-0465 - Grading Plan	10-31-5320 Engineering Services	400.00
20561	CH-22-0442 Grading Plan	10-31-5320 Engineering Services	400.00
20562	CH-22-0022 Final Survey Plan	10-31-5320 Engineering Services	100.00

Invoice Number	Description	GL Account and Title	Total Cost
20563	CH-22-0413 Grading Plan	10-31-5320 Engineering Services	400.00
20564	CH-22-0444 Grading Plan	10-31-5320 Engineering Services	400.00
Total Trotter and Associates:			4,175.00
ULINE			
153916269	Inverted Marking Paint Orange	10-21-6520 Operating Supplies	118.41
Total ULINE:			118.41
Verizon			
991640693	Police Department Cell Phones	10-11-5520 Telephone	222.31
Total Verizon :			222.31
Grand Totals:			165,267.85

Invoice Number	Description	GL Account and Title	Total Cost
Payroll Costs for the 09/16/2022 Pay Check Date			
Payroll		Employer Paid Benefits	
Administration	\$12,240.35	IMRF - Employer Portion	\$1,072.25
Elected Officials	\$3,233.33	IPBC - Employer Portion - monthly	\$ 0.00
Police - Full Time	\$28,028.11	Police Pension - Employer Portion	\$7,150.00
Police - Part Time	\$6,184.80	FICA, Medicare & Other Liabilities	\$1,970.75
		HSA - Employer Contribution	\$ 384.60
Total Payroll	\$49,686.59	Total Employer Paid Benefits	\$10,577.60

Payroll Costs for the 09/30/2022 Pay Check Date

Payroll		Employer Paid Benefits	
Administration	\$10,897.69	IMRF - Employer Portion	\$ 954.64
Elected Officials	\$ 0.00	IPBC - Employer Portion - monthly	\$ 0.00
Police - Full Time	\$50,488.91	Police Pension - Employer Portion	\$ 7,150.00
Police - Part Time	\$ 7,049.60	FICA, Medicare & Other Liabilities	\$ 2,065.40
		HSA - Employer Contribution	\$ 384.60
Total Payroll	\$68,436.20	Total Employer Paid Benefits	\$10,554.64

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 _____

Invoice Number

Description

GL Account and Title

Total Cost

Village of Campton Hills Board Summary Memo

To: Village President and Board of Trustees
From: Denise Burchard
Date: October 13, 2022
Subject: Resolution R-22-30: Designation of an authorized agent for the Illinois Municipal Retirement Fund (IMRF)

Agenda Item 5a

Issue:

The village must designate an authorized agent for the Village. Rebekah Flakus was designated and due to her resignation, a new authorized agent must be appointed.

Background/Reasoning:

We have recently hired an interim Treasurer, Laurie Hayes. Since she is interim at this time it is advised that I will be the designee.

Action Requested:

Approval of Resolution R-22-30.

RESOLUTION No. R-22-30

**RESOLUTION DESIGNATING AN AUTHORIZED AGENT TO THE
ILLINOIS MUNICIPAL RETIREMENT FUND**

WHEREAS, the Village of Campton Hills has the authority to designate an authorized agent as the Village's official representative for the purposes of conducting business with the Illinois Municipal Retirement Fund (IMRF); and

WHEREAS, although the Village Treasurer currently handles all communication with IMRF, the position is currently vacant; it is recommended that Denise Burchard, Village Administrator be designated as authorized agent for the Village of Campton Hills for IMRF;

**NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE OF CAMPTON HILLS,
KANE, ILLINOIS:**

Section 1: That Denise Burchard be designated to act as the authorized agent on behalf of the Village of Campton hills on all matters affecting the administration of the IMRF.

Section 2: That such powers and duties of Denise Burchard, as the authorized agent, shall include:

- A) the filing of petitions for nominations of an Executive Trustee of IMRF; and
- B) the authority to cast a ballot for the election of an Elective Trustee of IMRF.

Section 3: That any and all previous designations are hereby revoked.

Section 4: That the foregoing recitals are hereby found as fact and made a part hereof.

Section 5: Resolution R-22-30 shall be in full force and effect from and after its passage and approval, in the manner provided by law.

Passed this 18th day of October 2022, pursuant to a roll call vote as follows:

	AYES	NAYES	ABSENT	ABSTAIN
Trustee Charles Cappell	_____	_____	_____	_____
Trustee Susan George	_____	_____	_____	_____
Trustee Ed Muncie	_____	_____	_____	_____
Trustee James McKelvie	_____	_____	_____	_____
Trustee Mike Millette	_____	_____	_____	_____
Trustee Wendy K. White Eagle	_____	_____	_____	_____
President Michael Tyrrell	_____	_____	_____	_____

APPROVED THIS 18th DAY OF October, 2022

Michael Tyrrell, Village President

(SEAL)

ATTEST:

Dorothea Stipetic, Deputy Village Clerk

Village of Campton Hills Board Summary Memo

To: Village President and Board of Trustees
From: Denise Burchard, Village Administrator
Date: October 13, 2022
Subject: Village Hall/Police Department Renovation Electric Subcontract Bid Award

Agenda Items: 5b

Resolution: R-22-31

Issue:

On Tuesday September 13, 2022, a public bid opening was held by Laub Construction for subcontractors for the village hall renovation. Only one bid was received for electrical services at \$145,000, so a decision was made to rebid the electrical subcontract. A bid notice was posted in the Daily Herald on September 20, 2022, and the bid opening was held on October 4, 2022.

The three bids were as follows:

- 1.) Holmgren Electric - \$110,000
- 2.) Orion Electric - \$125,600
- 3.) MT Kelley Electric - \$139,425

Budget:

The total cost of the village hall/police department renovation project is a not to exceed \$1,500,000. The bid award for electric of \$110,000 is within the budget for the project.

Action Requested:

Approval of Resolution R-22-31 awarding the electrical contract to Holmgren Electric

RESOLUTION NO. R-22-31

**A RESOLUTION OF THE VILLAGE OF CAMPTON HILLS, KANE COUNTY
AWARDING THE SUBCONTRACT FOR ELECTRICAL SERVICES TO HOLMGREN
ELECTRIC FOR ELECTRICAL IMPROVEMENTS TO
CAMPTON HILLS VILLAGE HALL**

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, on October 19, 2021, the Village President and Board of Trustees of Campton Hills (the “*Corporate Authorities*”) authorized an agreement (the “*Contractor Agreement*”) between the Village and Laub Construction, Inc. (“*Laub*”) to provide construction management services for building security improvements to the Campton Hills Village Hall (the “*Project*”); and

WHEREAS, pursuant to that Contractor Agreement, Laub advertised for and obtained competitive bids from electrical contractors for work on the Village Hall project; and

WHEREAS, the bid received by Holmgren Electric (the “*Subcontractor*”) for an amount not to exceed \$110,000 is the lowest responsible bid received by the Village;

WHEREAS, the Subcontractor’s bid will keep the overall cost of the project below \$1,500,000, which is the maximum expenditure authorized by Resolution No. R-22-28; and

WHEREAS, the Corporate Authorities deem it advisable and in the best interest of the health, safety and welfare of the residents of the Village to award an electrical subcontract to Holmgren Electric, pursuant to the Contractor Agreement.

NOW, THEREFORE, BE IT ORDAINED 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. The Corporate Authorities hereby award a contract to Holmgren Electric as the lowest responsible and responsive bidder for electrical work on the project to improve building security in Campton Hills Village Hall, under the terms and conditions contained in the Contractor Agreement and the Subcontractor's respective bid, which shall not exceed \$110,000.

Section 3. The Corporate Authorities further authorize Laub to prepare and facilitate the contract with Holmgren Electric (the "*Subcontractor Agreement*") for an amount not to exceed \$110,000 in accordance with the provisions of the Contractor Agreement.

Section 4. The Village President is authorized to execute the Subcontractor Agreement, and the officials and officers of the Village are further hereby authorized to undertake actions on the part of the Village as contained in the Contractor Agreement and the Subcontractor's Agreement to complete satisfaction of the provisions, terms or conditions stated therein.

Section 5. Nothing contained in this Resolution or the Subcontractor Agreement shall require the Village to pay the Subcontractor directly for their performed work, as the Contractor will pay all Subcontractors pursuant to the Contractor Agreement.

Section 6. 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 7. All ordinances, resolutions, motions or orders in conflict with this Resolution are hereby repealed to the extent of such conflict.

Section 8. This Resolution shall be in full force and effect upon its passage, approval, and publication in the manner provided by law.

Passed this 18th day of October 2022, pursuant to a roll call vote as follows:

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

APPROVED this 18th day of October 2022.

Michael Tyrrell, Village President

(SEAL)

ATTEST: _____
Dorothea Stipetic, Deputy Village Clerk

Village of Campton Hills Board Summary Memo

To: Village President and Board of Trustees
From: Denise Burchard, Village Administrator
Date: October 13, 2022
Subject: Appointment of Don Wieland to serve on the Community Relation Committee

Agenda 5c

Issue:

- The Community Relations Committee has a vacancy due to the resignation of Janet Burson. President Tyrrell as interviewed candidates for the position and recommends Don Wieland to fill her remaining term.

Background/Reasoning:

- Mr. Weiland lives in Campton Hills. He retired after over 38 years as a flight attendant with United Airlines. He completed the Campton Hills Citizen Police Academy and the CERT program with the Village Police Department and Elburn Countryside Fire District.

Supporting Documents: N/A

Budget: N/A

Public Impact:

- Mr. Weiland wants to give back to the community by serving on the committee and enjoys working with people

Action Requested:

- Motion to advise and consent to the Village President's appointment of Don Weiland to the Community Relations Committee. Term to expire 7/21/2023.

Budget:

Any salary increases that are approved this year will only apply to the Village President, the Village Clerk, and the three Trustees elected in April 2023. A salary increase cannot apply to the three Trustees not up for reelection because no salary increase can take effect during an elected official's current term under Article VII, § 9(b) of the Illinois Constitution. The salary increase will not go into effect as to those three Trustees until they begin their next term in 2023.

Action Requested:

Passage of Ordinance O-22-12 which follows the past salary ordinances passed in 2014 and 2019. The salaries would follow the plan below.

Term	May 2, 2023 - April 30, 2024	May 1, 2024 - May 5, 2025	May 6, 2025 - April 30, 2026	May 1, 2026 - May 3, 2027
Village President	\$19,500	\$19,500	\$20,000	\$20,000
Village Clerk	\$10,500	\$11,000	\$11,000	\$11,000
Village Trustees	\$3,250	\$3,250	\$3,500	\$3,500
Liquor Commissioner	\$1,300	\$1,300	\$1,300	\$1,300

ORDINANCE NO. O-22-12

**AN ORDINANCE OF THE VILLAGE OF CAMPTON HILLS, KANE COUNTY
ESTABLISHING SALARIES OF MUNICIPAL OFFICERS**

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 President and Board of Trustees of Campton Hills (the “*Corporate Authorities*”) have the authority to establish the salaries of those officers who hold elective office for a definite term at least 180 days before the beginning of the terms of those officers; and

WHEREAS, the Corporate Authorities deem it advisable and in the best interest of the health, safety and welfare of the residents of the Village to establish the salaries of those elected officers for the next four years.

NOW, THEREFORE, BE IT ORDAINED 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. The salaries of the following officers are hereby established, effective May 2, 2023, as follows:

Term	May 2, 2023 - April 30, 2024	May 1, 2024 - May 5, 2025	May 6, 2025 - April 30, 2026	May 1, 2026 - May 3, 2027
Village President	\$19,500	\$19,500	\$20,000	\$20,000
Village Clerk	\$10,500	\$11,000	\$11,000	\$11,000
Village Trustees	\$3,250	\$3,250	\$3,500	\$3,500
Liquor Commissioner	\$1,300	\$1,300	\$1,300	\$1,300

Section 3. If any section, paragraph, clause or provision of this Ordinance shall be held invalid, the invalidity thereof shall not affect any other provision of this Resolution.

Section 4. All ordinances, resolutions, motions or orders in conflict with this Ordinance are hereby repealed to the extent of such conflict.

Section 5. This Ordinance shall be in full force and effect upon its passage, approval, and publication in the manner provided by law.

Passed this 18th day of October 2022, pursuant to a roll call vote as follows:

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

APPROVED this 18th day of October 2022.

Michael Tyrrell, Village President

(SEAL)

ATTEST: _____
Dorothea Stipetic, Deputy Village Clerk

Village of Campton Hills Board Summary Memo

To: Village President and Board of Trustees
From: Denise Burchard, Village Administrator
Date: October 13, 2022
Subject: Six month review of Closed Session Minutes

Agenda Items: 11a

Resolution: R-22-32

Issue:

The Village Board meets in Executive (closed) Session for items that are confidential. The Open Meetings Act requires the Village Board to review minutes of these meetings to determine whether the need for confidentiality still exists for these minutes every six months. The Open Meetings Act further requires that verbatim records of closed meetings are to be destroyed no less than 18 months after the completion of the meeting recorded.

Action Requested:

The Village Board is requested to meet in closed session on October 18, 2022 to review the closed meeting minutes and determine if they should stay confidential or be released to the public.

Following the closed session, the board will approve Resolution R-22-32 reflecting actions taken in closed session.

RESOLUTION NO. R-22-32

**A RESOLUTION OF THE VILLAGE OF CAMPTON HILLS, KANE COUNTY, ILLINOIS
REGARDING APPROVAL, CONFIDENTIALITY, AND RETENTION OF CERTAIN
CLOSED SESSION MINUTES AND RECORDINGS**

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 of the Village of Campton Hills (the "*Corporate Authorities*") have, on occasion, believed it necessary to meet in Executive Session (also referred to as "*closed meeting*") and have entered and conducted such meetings in accordance with the requirements of the Open Meetings Act (the "*OMA*"), 5 ILCS 120/1 *et seq.*; and

WHEREAS, the minutes of the Executive Sessions have been duly recorded in writing by the Village Clerk pursuant to the requirements of OMA; and

WHEREAS, OMA further requires that a public body periodically, but no less than semi-annually, meet to review minutes of all closed meetings to determine whether the need for confidentiality still exists as to all or part of these minutes; and

WHEREAS, OMA further authorizes verbatim records of closed meetings to be destroyed no less than 18 months after the completion of the meeting recorded without notification to or approval of the State Archivist under the Local Records Act, but only after: (1) the Corporate Authorities approve of the destruction of a recording; and (2) the Corporate Authorities approve minutes of the Executive Session that meet the written minutes requirements of subsection 2.06(a) of the Act; and

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 Corporate Authorities have reviewed the content of the written minutes from the following Executive Sessions and have determined and declare that the content of those minutes is approved:

_____, _____, _____, _____,
_____, _____, _____, _____,
_____, _____, _____, _____,
_____, _____, _____, _____,

Section 3. That the Corporate Authorities in their review of the above minutes have determined and declare that the approved written minutes of the following Executive Sessions no longer require confidential treatment, pursuant to Section 2.06(d) of the OMA, and may be released for public inspection:

_____, _____, _____, _____,
_____, _____, _____, _____,

Section 4. That the Corporate Authorities in their review of the above minutes have determined and declare that a need for confidentiality still exists as to all other written minutes Executive Sessions held prior to and including October 4, 2022. The Village Clerk is hereby authorized and directed to retain the minutes of those meetings that require confidentiality as Executive Session minutes.

Section 5. That the Village Clerk is hereby authorized and directed to retain the verbatim recordings of all Executive Session meetings for which minutes have been approved but for which the 18-month time limit has not yet lapsed. All Executive Session verbatim recordings for which corresponding minutes have been approved and 18 or more months have elapsed shall be

destroyed pursuant to Section 2.06(c), except the following recordings, which shall be retained until a future date:

_____, _____, _____, _____,
_____, _____, _____, _____,
_____, _____, _____, _____,

Section 6. 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 7. All ordinances, resolutions, motions or orders in conflict with this Resolution are hereby repealed to the extent of such conflict.

Section 8. This Resolution shall be in full force and effect upon its passage, approval, and publication in the manner provided by law.

Passed this 18th day of October 2022, pursuant to a roll call vote as follows:

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

APPROVED this 18th day of October 2022.

Michael Tyrrell, Village President

(SEAL)

ATTEST: _____
Dorothea Stipetic, Deputy Clerk