

MINUTES OF THE REGULAR MEETING  
OF THE CORPORATE AUTHORITIES OF THE VILLAGE OF CAMPTON HILLS  
June 6, 2023  
7:00 p.m.

**Call to Order** – President Wojnicki called the meeting to order at 7:00 p.m.

- **Roll Call** – Clerk Johnson called the roll

Roll Call	Present	Absent	Also Present
Trustee Boatner	X		Village Administrator Burchard
Trustee Burson	X		Police Chief Millar
Trustee McKelvie	X		Special Attorney Ken Shepro
Trustee Millette	X		Village Attorney John Wise
Trustee Morgan	X		
Trustee Muncie	X		
President Wojnicki	X		

- **Pledge of Allegiance** – Resident Patsy Smith led those present in the Pledge of Allegiance

- **Public Comments**

**John Pree** – Advised the Board the Plan Commission/ZBA never voted to approve/disapprove the new zoning ordinance. No zoning map will be done until after the ordinance is approved. The Plan Commission/ZBA would like to see the map and have input as the maps were presented, but they were incorrect.

Save open space. Maps should show open space in three categories: HOA and other; Kane County Forest Preserve; Township Parks and Open Space

**Ken Shepro** – Would like to address the Board about the zoning ordinance and Village attorney. Deferred comments until later in the agenda.

**Patsy Smith** – Village not following municipal code and state statute that the Village Attorney, Village Administrator and former Village President Tyrrell didn't catch. Previous Clerk Baez resigned her position correctly and the Board said she abandoned her position.

Recommend not extending the contract for the Village Administrator and limit the actions of Montana Welch based on previous performance

**Charlie Griffey** – Is there a drug testing policy in effect for those residents that are appointed and serve on committees? Is it enforced and followed?

**Hollie Bauron** – Board sound system is bad. Can't hear anything. Can the microphones be turned up?

**4. Consent Agenda**

- Motion to approve the meeting minutes of the May 16, 2023, Village Board meeting.
- Motion to approve the meeting minutes of the May 30, 2023, Special Village Board meeting.
- Motion to approve payment of bills per Warrant List #23-22
- Motion to approve payment of bills per Warrant List #24-03
- Motion to advise and consent to the Village President's appointment of Andro Lerario to the Public Works Committee. Term to expire on June 6, 2025.
- Motion to advise and consent to the Village President's appointment of Jon Olson to the Finance Committee and as Finance Committee Chairman. Term to expire on June 6, 2025.
- Motion to advise and consent to the Village President's appointment of Michael O'Dwyer to the Finance Committee. Term to expire on June 6, 2025.
- Motion to advise and consent to the Village President's appointment of John Boveri to the Public Works Committee and as Public Works Committee Chairman. Term to expire on June 6, 2025.

- i) Motion to approve Resolution R-23-15, a resolution approving the contract extension for the Village Administrator, Denise Burchard for the term June 6, 2023, through December 31, 2023.
- j) Motion to approve Ordinance O-23-10, an Ordinance adjusting the number of Deputy Clerks.
- k) Motion to extend the retainer agreement for Village Attorney services with Montana and Welch to September 15, 2023.

Trustee Muncie removed item 4j from the consent agenda  
 Trustee McKelvie removed item 4i from the consent agenda  
 Trustee Morgan removed item 4k from the consent agenda

**Motion to approve the consent agenda as amended made by Trustee Burson; seconded by Trustee Muncie.**

Roll Call	Aye	Nay	Absent	Abstain	Motion: <b>CARRIED</b>
Trustee Boatner	X				
Trustee Burson	X				
Trustee McKelvie	X				
Trustee Millette	X				
Trustee Morgan	X				
Trustee Muncie	X				
President Wojnicki					

**4i. Motion to postpone Resolution R-23-15**, a resolution approving the contract extension for the Village Administrator, Denise Burchard for the term June 6, 2023, through December 31, 2023 until the June 20, 2023 meeting made by Trustee McKelvie. Seconded by Trustee Muncie

Items to work out related to severance, etc.

Roll Call	Aye	Nay	Absent	Abstain	Motion: <b>CARRIED</b>
Trustee Boatner	X				
Trustee Burson	X				
Trustee McKelvie	X				
Trustee Millette	X				
Trustee Morgan	X				
Trustee Muncie	X				
President Wojnicki					

**4j. Motion to approve Ordinance O-23-10**, an Ordinance adjusting the number of Deputy Clerks made by Trustee Muncie; seconded by Trustee McKelvie.

Trustee Muncie made a motion to amend with the following amendments:

- State statute reference needs to be corrected. The correct section is 65ILCS 5-3.1-30-10
- Reduce the number of Deputy Clerks to 0. No need for a Deputy Clerk when staff is willing to fill in for the Village Clerk at meeting when necessary, and there is no budget for the position

Discussion ensued:

- Budget for the Deputy Clerk is a concern as there is not one
- Not the role of admin staff to back up Village Clerk
- Deputy Clerk in the past always been a staff member so the budget was not a concern.
- Village Clerk has statutory duties and has never been a full-time job
- Table the item to review and decide need and duties
- Review scope
- Limit expense with a cap to be spent
- Define role of Deputy Clerk
- The current appointed Deputy Village Clerk had advised that she will do it on a voluntary basis. This poses no liability to the Village

- o Duties in state statute were reviewed and use existing staff for some items outside of statute

Trustee Millette made a motion to table; no second, motion failed

- o Growth of government is a concern, administrative costs need to be reviewed
- o Appointment does not go thru the hiring process like hired Village staff
- o Clerk is capable to determine skill and qualifications for Deputy Clerk
- o Village Clerk is by state statute the custodian of all Village records.
- o Research needs to be done and again, table for time to review

Trustee Burson made a motion to table; seconded by Trustee Morgan

Roll Call	Aye	Nay	Absent	Abstain	Motion: <b>CARRIED</b>
Trustee Boatner	X				
Trustee Burson	X				
Trustee McKelvie		X			
Trustee Millette	X				
Trustee Morgan	X				
Trustee Muncie		X			
President Wojnicki					

**4k. Motion to extend the retainer agreement for Village Attorney services with Montana and Welch to September 15, 2023 made by Trustee Millette for purpose of discussion; seconded by Trustee Morgan.**

Discussion ensued:

- o Extension to September 15, 2023 is necessary. There needs to be a Village Attorney
- o Status of RFP/RFQ for village attorney
  - Village Administrator Burchard advised RFP has been forwarded to Special Attorney Shepro for review
- o 60 days ample time for extension
- o Trustee Burson and Trustee Morgan suggest an extension date to August 15, 2023

Trustee Burson amended the motion to extend the retainer agreement for Village Attorney services with Montana and Welch to August 15, 2023; seconded by Trustee Morgan

Roll Call	Aye	Nay	Absent	Abstain	Motion: <b>CARRIED</b>
Trustee Boatner	X				
Trustee Burson	X				
Trustee McKelvie	X				
Trustee Millette	X				
Trustee Morgan	X				
Trustee Muncie	X				
President Wojnicki					

**Motion to extend the retainer agreement for Village Attorney services with Montana and Welch to August 15, 2023 made by Trustee Burson; seconded by Trustee Morgan**

Roll Call	Aye	Nay	Absent	Abstain	Motion: <b>CARRIED</b>
Trustee Boatner	X				
Trustee Burson	X				
Trustee McKelvie	X				
Trustee Millette	X				
Trustee Morgan	X				
Trustee Muncie	X				
President Wojnicki					

## 5. Current Discussion Items

- **Building Department Discussion**
  - Trustee Boatner presented a building department suggested item
  - Would like to postpone until June 20, 2023 and create an Adhoc Committee to review and advise
    - Special Attorney Shepro advised that an Adhoc Committee is subject to Open Meetings Act
  - Trustee Burson suggested a one-on-one informal discussion over the next two weeks
  - Trustee Boatner will reach out to each Trustee for feedback

## 6. Additional Information Items

### Administrator's Report

- Memo to Board regarding moving forward on the Zoning Ordinance
  - Attorney Shepro, Village Administrator and two Trustees at a time review and advise concerns
  - Trustees email concerns to Village Administrator Burchard for summary memo
- Board discussion ensued:
  - Matter has been public for months
  - Enforcement matters are of concern
  - Board needed to empower the plan commission. Did that get done? How do we make it right
  - Effort to avoid Special Attorney Shepro's concerns of the ordinance that was passed in January 2023 is legally adopted and implemented.
    - Special Attorney Shepro read previous Attorney Ryan Morton's opinion on the zoning ordinance
  - Not enforceable without a zoning map in place
  - No zoning officer in place the last couple of years
  - The zoning ordinance that was passed, was not an amended ordinance, it was a repealed and replaced zoning ordinance
  - Zoning Commission needs to be formed and maps need to be done.
  - New maps do not clear the defects in the adoption of the new zoning ordinance
  - Many legal opinions on validity of the ordinance
  - How do we move forward
    - We have a zoning map; It's correctable
    - Workshop is needed and there will be value in it
    - Agreed upon legal opinion to rectify the errors in process
    - Assuming a Zoning Commission is needed, we so do
    - Public forum and revisit items and changes that may be bought up
    - Bring back to Plan Commission
    - Have map amended with ordinance to be approved
    - We need a legal plan in place
    - Start meetings in the Fall 2023
  - Status on map
    - All marked up to agree with text
  - Plan Commission should not be the Zoning Commission. Need a fresh Zoning Commission and only considers the zoning ordinance and is dissolved when adopted
  - General public discussion of the issue is requested
  - Attorney Wise, Montana and Welch, confirmed the ordinance was passed as amended legally

## 7. Closed Session

### Motion to go into closed session for the:

- Appointment, employment, compensation, discipline, performance, or dismissal of specific employees or contractors. 2(c)(1)
- Litigation that is filed and pending or is probable or imminent. 2(c)(11)  
made by Trustee Millette; seconded by Trustee Burson

Roll Call	Aye	Nay	Absent	Abstain	Motion: <b>CARRIED</b>
Trustee Boatner	X				
Trustee Burson	X				
Trustee McKelvie	X				
Trustee Millette	X				
Trustee Morgan	X				
Trustee Muncie	X				
President Wojnicki	X				

*Board entered closed session 8:25 pm  
Board returned to open session 10:21pm*

**President Wojnicki reconvened the regular meeting and called the meeting to order at 10:21p.m.**

**Roll Call** –Clerk Johnson called the roll

Roll Call	Present	Absent	Also Present
Trustee Boatner	X		Village Administrator Burchard
Trustee Burson	X		Attorney Ken Shepro
Trustee McKelvie	X		Police Chief Millar
Trustee Millette	X		Village Attorney Wise
Trustee Morgan	X		
Trustee Muncie	X		
President Wojnicki	X		

*No action needed following closed session*

- 8. Motion to adjourn** the meeting at 10:21 p.m. made by Trustee Millette; seconded by Trustee McKelvie.  
Voice vote: [AYES: 6] [NAYES: 0] [ABSENT: 0] [ABSTAIN:0] Motion **CARRIED**

Approved this 20 date of June, 2023

Barbara Wojnicki  
Barbara Wojnicki, Village President

Tracy Johnson  
Tracy Johnson, Village Clerk