

MINUTES OF THE REGULAR MEETING
OF THE CORPORATE AUTHORITIES OF THE VILLAGE OF CAMPTON HILLS
September 5, 2023
7:00 p.m.

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

1. Roll Call – Clerk Johnson called the roll:

Roll Call	Present	Absent	Also Present
Trustee Boatner	X		Village Administrator Burchard
Trustee Burson	X		Interim Police Chief Levand
Trustee McKelvie	X		Village Attorney Carmen Forte
Trustee Millette (arrived at 8:11pm)		X	
Trustee Morgan	X		
Trustee Muncie	X		
President Wojnicki	X		

2. Pledge of Allegiance – Trustee Morgan led those present in the Pledge of Allegiance

3. Public Comments

Michael O’Dwyer

- Warrants list – severance of thousands of dollars, not right if severance. Bad precedence is set to pay when an employee is terminated. Optics does not look good. Procedure is to cut check and give 1099 for tax purposes.
- Suggest review of all internal controls. Cash, accounts receivable, payroll, movement of funds between accounts, etc.
- Finance Committee met last Wednesday. It was a special meeting and the agenda not posted on the website until the morning of the meeting. Requests it to be posted prior to the day of the meeting on the website.
- I was asked what team I am on I am on Team VOCH
- On a positive note, the Village financials were reviewed at the Finance Committee for the last three months. Monthly will get back on track.

4. Consent Agenda

- a. Motion to approve the meeting minutes of the August 15, 2023 Village Board meeting.
- b. Motion to approve payment of bills per Warrant List #24-07.

Trustee Burson moved to remove Warrant list #24-07; seconded by Trustee Morgan

Roll Call	Aye	Nay	Absent	Abstain	Motion: CARRIED
Trustee Boatner	X				
Trustee Burson	X				
Trustee McKelvie	X				
Trustee Millette			X		
Trustee Morgan	X				
Trustee Muncie	X				

Trustee Burson advised the Village paid Montana and Welch for June and July invoices and would like to postpone approval of May to allow for further review.

Trustee Morgan advised he reviewed the bill and there seems to be some items that were not billed correctly, should not have been billed to us, should be to private citizen.

Motion to approve Warrant 24-07 as amended, with removal of invoice from Montana and Welch, made by Trustee Burson; seconded by Trustee Morgan

Roll Call	Aye	Nay	Absent	Abstain	Motion: CARRIED
Trustee Boatner	X				
Trustee Burson	X				
Trustee McKelvie	X				
Trustee Millette			X		
Trustee Morgan	X				
Trustee Muncie	X				

Trustee McKelvie removed the minutes of August 15, 2023; seconded by Trustee Muncie

- Under item 6E, Trustee McKelvie advised:
 - Need to add Village Administrator Burchard advised the Budget Officer is the Village Administrator per Employee Handbook
 - Clerk Johnson advised it is included.
 - Trustee McKelvie apologized for his oversight.
- Need to add that Treasurer McPhillips, present in audience, advised he was not asked to be Budget Officer

Motion to approve August 15, 2023 minutes as amended made by Trustee McKelvie; seconded by Trustee Muncie

Roll Call	Aye	Nay	Absent	Abstain	Motion: CARRIED
Trustee Boatner	X				
Trustee Burson	X				
Trustee McKelvie	X				
Trustee Millette			X		
Trustee Morgan	X				
Trustee Muncie	X				

5. Action items

- b. **Motion to approve and consent** to the Village President's appointment of Neal Anderson to the Plan Commission/Zoning Board of Appeals replacing Susan Clarkson. Term to expire on August 16, 2027 made by Trustee Muncie; seconded by Trustee Morgan

President Wojnicki shared that Mr. Anderson has lived in the area his entire life. He was a Campton Township Trustee, and later Township Supervisor. He also worked to get Campton Township Open Space referendums passed in both 2001 and 2005. He looks forward to continuing to serve the community.

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

- c. **Motion to approve and consent** to the Village President's reappointment of Lauren Mohr as Chairperson of the Community Relations Commission. Term to expire 9-20-2024 made by Trustee Muncie; seconded by Trustee Burson.

President Wojnicki shared Lauren does a fantastic job. Trustee Burson agreed.

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

- a. Campton Township Highway District Foreman Weber respectfully requests on behalf of Campton Township Highway District Commissioner Gallucci to table the vote until two weeks from now to so he can review emails Village Administrator Burchard advised were sent approving it. He was in favor of the previous reduction, not this current one.

Village Administrator Burchard advised this is the same, previous reduction, that was approved. Look at last agenda item with emails included.

Campton Township Highway District Commissioner Gallucci would like to double check to confirm.

Motion to table Resolution R-23-21, a resolution authorizing the Letter of Credit Reduction for Norton Lakes Subdivision, Unit 2 in the amount of \$218,363.20 until September 19, 2023 made by Trustee Burson; seconded by Trustee Morgan

Roll Call	Aye	Nay	Absent	Abstain	Motion: CARRIED
Trustee Boatner	X				
Trustee Burson	X				
Trustee McKelvie	X				
Trustee Millette			X		
Trustee Morgan	X				
Trustee Muncie	X				

6. Current Discussion Items

a. KKCOM Grant Applications

Scott Marquart, HR Green, advised following Public Works Committee meeting, Public Works recommends submitting grant applications.

Trustee Muncie noted in February 2022 that the Board approved \$5,000 each for each of these roads for the 2022 Kane County Council of Mayors grant application cycle for Town Hall, Brown and Denker, which are included again for \$7500.00.

In May 2022, the Board voted to reclassify these roads. Did we ever spend this money?

Scott Marquart clarified that when the previous rounds of grant applications were going through, this was at the same time we applied to reclassify these three roads.

We did not spend the money at that time. Several months after, the reclassification was approved, and we can now submit for federal grants on these roads.

Cost is higher as KCOMM has changed their methodology in grant applications.

Additional step is needed to be competitive. This step is some preliminary engineering work and project kick off meetings set with the state. The \$7500.00 is the upper limit of cost.

b. 2023 Pavement Rejuvenation Proposal

Scott Marquart, HR Green, advised following Public Works Committee meeting, Public Works recommends bringing this to the Board.

- It is anticipated that the road program will come in approximately \$150,000 under budget.
- There is 6-8 miles of roadway that is between 2 and five years old, and this is the time to do this process.
- Corrective Asphalt Materials LLC (CAM) is the sole provider of rejuvenation products in Illinois.
- CAM has proposed matching the multiagency bid let by the Village of Winnetka, with a nominal 10% cost increase to account for market conditions.
- KDOT joint bid is the same, but KDOT did not allow piggybacking on their joint bid process.
- Roads are a big portion of the budget. Why spend money on rejuvenating when other roads need replacement.
 - Replacement material is \$20-\$30 per square yard
 - Rejuvenation material is \$.99 per square yard
 - Adds additional life to the roads

c. Five Year Capital Improvement Program Update-Roadbotics Proposal and HRGreen work order

Scott Marquart, HR Green, advised following Public Works Committee meeting, Public Works recommends bringing this to the Board.

- Four years ago, this was done to analyze the condition of the roads and develop a Five-year plan for road resurfacing.
- Process to start again for the next Five-year plan to be developed.
- The analysis will require HRGreen to drive all village roadways, obtain photographs, coordinate with Roadbotics for their analysis of the roadway system, and update the Five-year Capital Improvement Plan.
- Roadways change yearly. This process helps the Campton Township Highway District determine roads to be resurfaced.
- Roadbotics will analyze the data and provide road information to the village.
- They determine condition of the road. It's combined into a segment and then averaged which area needs to be replaced.

Board consensus is to move forward with proposals for items a, b, and c.

d. Nicor Franchise Agreement

Village Attorney Forte advised he has the NICOR Franchise Agreement.

- Terms are:
 - Cash payments or terms credit. With only one facility, cash payment makes the most sense.
 - The term is 50 years, which is their standard.
- Look into the NICOR Franchise Ordinance Alliance
 - Template to supply to NICOR.
 - Group of municipalities, not just one; power in numbers
 - Term suggested: 25 years.
 - Pass resolution to join Alliance and agreement sent to NICOR.
 - Currently 6+ municipalities passed the ordinance.
 - Downside:
 - Approval may not be until the end of the year so this payment cycle will be missed.
 - Village Administrator Burchard advised it was budgeted to receive this for the FY24 budget.

- Payment from NICOR would be the same; the biggest thing is the term of only 25 years vs 50 years.
- With solar alternatives, NICOR may work with a group.
- Finance Committee Member O’Dwyer inquired if Metro West has been contacted.
 - Attorney Forte advised that yes, they are reaching out to them as well as others.

Board consensus is to move forward with Franchise Alliance

7. Additional Informational Items

- Interim Police Chief Levand gave an overview of August to date as so much is happening:
 - Safety lock down drills are being performed at Bell Graham and Wasco
 - SWATTING is already happening at high schools during the first few weeks of school; SWATTING is active shooter/bomb threats reported.
 - Two new part time officers in hiring process.
 - Received a grant for \$103,000 for a shooting simulator.
 - Training to take place soon for officers; would love the Board to participate in training as well.
 - Calls for service are up 500 over last year.
 - Fall Fest September 16, 2023

8. 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)
- Discussion of Closed Session Minutes 2(c)(21)
made by Trustee Burson; seconded by Trustee Morgan.

Roll Call	Aye	Nay	Absent	Abstain	Motion: CARRIED
Trustee Boatner	X				
Trustee Burson	X				
Trustee McKelvie	X				
Trustee Millette			X		
Trustee Morgan	X				
Trustee Muncie	X				

*Board entered closed session at 7:45pm
Trustee Millette arrived to the meeting at 8:11pm
Board returned to open session at 10:08pm.*

President Wojnicki reconvened the regular meeting and called the meeting to order at 10:2p.m.

Roll Call –Clerk Johnson called the roll:

Roll Call	Present	Absent	Also Present
Trustee Boatner	X		Village Administrator Burchard
Trustee Burson	X		Interim Police Chief Levand
Trustee McKelvie	X		Village Attorney Carmen Forte
Trustee Millette	X		
Trustee Morgan	X		
Trustee Muncie	X		
President Wojnicki	X		

9. **Potential action** related to the appointment, employment, compensation, discipline, performance, or dismissal of specific employees or contractors.

No action taken

10. **Motion to approve Resolution R-23-22** authorizing execution of an employment separation and general release agreement made by Trustee Burson; seconded by Trustee Morgan.

Roll Call	Aye	Nay	Absent	Abstain	Motion: CARRIED
Trustee Boatner	X				
Trustee Burson	X				
Trustee McKelvie	X				
Trustee Millette	X				
Trustee Morgan	X				
Trustee Muncie	X				

11. **Motion to adjourn** the meeting at 10:13p.m. made by Trustee Muncie; seconded by Trustee McKelvie.

Voice vote: [AYES: 6] [NAYES: 0] [ABSENT: 0] [ABSTAIN:0] Motion **CARRIED**

Approved this 19th day of September, 2023



Barbara Wojnicki, Village President



Tracy Johnson, Village Clerk