

**VILLAGE OF CARPENTERSVILLE  
BOARD OF TRUSTEES  
REGULAR BOARD MEETING  
November 5, 2019**

The regular meeting of the Village Board of Trustees was called to order at 7:00 p.m. Those present for roll call were Trustees Garcia, Malone, Andresen, and Frost and President Skillman. Also present were Village Manager Johnson, Attorney Stewart, Police Chief Kilbourne, and Village Clerk Mastera.

The Pledge of Allegiance was led by President Skillman.

**INVOCATION** – Lead by Pastor Phil Zilinski, Fox Valley Baptist Church

**PROCLAMATIONS, CONGRATULATORY RESOLUTIONS, AND AWARDS** –

- A. Proclaiming November as National American Indian Heritage Month – President Skillman spoke briefly about this proclamation.

**APPOINTMENTS, CONFIRMATIONS, AND ADMINISTRATION OF OATH** – None.

**PUBLIC COMMENT** – None.

**CONSENT AGENDA** –

*President Skillman asked if any Board Member wished to remove an item from the Consent Agenda for further review and discussion. No removals were requested.*

*Motion to approve the Consent Agenda by Trustee Frost, seconded by Trustee Garcia.*

- A. *Approval of Bills*  
*- Fiscal Year 2019 Bills List and Payroll Totaling: \$2,826,687.14*
- B. *Approval of Minutes*  
*- Regular Board Meeting Minutes from October 1, 2019*
- C. *A Resolution Accepting a Bid from Midwest Salt, LLC for the Purchase of Water Softening Salt in the Amount of \$106.00 per Ton*
- D. *An Ordinance Authorizing the Disposal of Items of Personal Property Owned by the Village of Carpentersville*
- E. *An Ordinance Amending Chapter 9.28, Cannabis and Other Intoxicating Compounds, of Title 9, Public Peace and Welfare, of the Municipal Code of the Village of Carpentersville for Possession of Cannabis, Public Use of Cannabis, and Public Display of Cannabis*
- F. *An Ordinance Amending the Municipal Code of the Village of Carpentersville by the Addition of Chapter 3.27 Imposing a Municipal Cannabis Retailers' Occupation Tax*

**Vote on Motion:**

5 – ayes (Garcia, Malone, Andresen, Frost, and Skillman)  
0 – nay  
2 – absent (O'Sullivan and Vela)

**Motion passed, approved by omnibus vote.**

## **REPORTS OF THE MANAGER AND STAFF –**

### **Manager Johnson**

- He wanted to let residents on the west side of town know that there may be an anomaly on their November bill. He explained that the tower which reads the water rates was not functioning at the time in September so estimated bills were sent for September. November bills then are the correction for any underestimates in September plus the rate in November. If people are concerned with a higher than average water bill, they can contact the Finance Dept. who are willing to work with them on a payment plan. He emphasized that the bills are accurate.

- He said for afterhours issues, residents can call the QuadCom non-emergency number which is 847-428-8784. QuadCom can then dispatch Public Works, Police, or Fire Departments if needed. He said it also gives us a record of the call to make sure things are followed up.

#### **A. The Wall that Heals Recap**

Manager Johnson invited Jerry Christopherson from True Patriots Care and representatives from the American Legion Post #679 to the podium. They provided a summary of how everything went with the event, from planning beforehand to the event in July, as said thank you and presented the Board with a plaque for their participation.

Trustee Frost said how awesome the escort had been which went through numerous towns. Trustee Garcia also said it was an unbelievable experience and he thanked them for the invitation to participate.

#### **B. Budget and Tax Levy Presentation**

Finance Director Tom Lyons gave a brief overview of the tentative 2020 budget and tax levy overview. He said the proposed corporate levy will remain flat in comparison with the Fiscal Year 2019, with the police and fire pension levies having an increase, and the overall tax rate is anticipated to decrease. Director Lyons outlined the proposed levy amounts for each Special Service Area along with the 2020 estimated expenditures. He went over operation assumptions which included salaries and benefits for both union and non-union employees, the General Fund operating expenditures which is remaining relatively flat, what the revenue source estimates are for the General Fund, and two new revenue sources which are being budgeted.

Director Lyons said the budget includes a zero percent increase in water/sewer rates, and that the garbage collection rate passed through to residents is planned to remain flat. He reviewed transfers from the General Fund to the Capital Improvement Projects Fund and one from the General Fund to the Capital Equipment Replacement fund, along with an overview for the projected fund balances. He concluded by reminding people that the tentative budget is available for public inspection with the Village Clerk, and that the final budget and levy related ordinances are scheduled for board consideration and approval at the December 3, 2019 meeting.

President Skillman reminded people that although this was a quick overview, much of this is reviewed at the Audit and Finance Commission meetings.

**OLD BUSINESS** – None.

**NEW BUSINESS** –

**A. A Resolution Determining the Estimated Amount of Money to be Raised through Ad Valorem Property Taxes for Tax Year 2019**

*Motion to approve Item A by Trustee Garcia, seconded by Trustee Frost.*

**Vote on Motion:**

5 – ayes (Garcia, Malone, Andresen, Frost, and Skillman)

0 – nay

2 – absent (O’Sullivan and Vela)

**Motion passed.**

**B. Consideration of Village Manager’s Compensation**

President Skillman explained that this was based on the manager’s six month review.

*Motion to approve Item A by Trustee Garcia, seconded by Trustee Andresen.*

Attorney Stewart suggested based on the Board’s prior discussions that the salary be set annually at \$137,500.00 retroactive to October 1, 2019. Trustees Garcia and Andresen both agreed to that as part of their motion and second.

**Vote on Motion:**

5 – ayes (Garcia, Malone, Andresen, Frost, and Skillman)

0 – nay

2 – absent (O’Sullivan and Vela)

**Motion passed.**

**TRUSTEE AND COMMITTEE REPORTS**

**Trustee Andresen had no report this evening.**

**Trustee Frost had the following report:**

- He thanked Jerry Christopherson again for his and everyone’s help with the Wall that Heals.
- He said two more officers in the state of Illinois have been struck by vehicles. He reminded people of Scott’s Law that people need to move over or slow down.

**Trustee Garcia had the following report:**

- He thanked Chief Kilbourne for a tour of the police department and to be present at one of their roll calls.
- He thanked Chief Schilling for allowing him to be part of the graduation for the Citizens’ Fire Academy and to learn what the firefighters do first hand.
- He said they had the Audit and Finance Commission meetings last week to review the budget.

**Trustee Malone had no report this evening.**

**President Skillman had the following report:**

- He asked Assistant Director of Public Works Szydowski for construction updates. President Skillman also had Szydowski reiterate that one of the reasons construction is behind schedule is due to utility company hold-ups.

**CLOSED SESSION –**

Trustee Garcia motioned to adjourn to Closed Session, seconded by Trustee Andresen, to discuss Section 2(c)(1) of the Open Meetings Act - The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity; Section 2(c)(6) of the Open Meetings Act - The setting of a price for sale or lease of property owned by the public body; Section 2(c)(7) of the Open Meetings Act - The sale or purchase of securities, investments, or investment contracts; Section 2(c)(11) of the Open Meetings Act - Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.

**Vote on Motion:**

5 – ayes (Garcia, Malone, Andresen, Frost, and Skillman)

0 – nay

2 – absent (O’Sullivan and Vela)

**Motion passed.**

The Board adjourned to Closed Session at 7:31 p.m.

The Board reconvened at 8:17 p.m.

**DISCUSSION CONCERNING OTHER VILLAGE BUSINESS –**

The Village Board discussed the Holiday Tree Lighting event at the end of November which the Special Events and Parks Commission (SPARKS) is putting on. Trustee Andresen mentioned there is a SPARKS Commission meeting on November 6 to finalize details. Trustee Garcia mentioned someone to put SPARKS in touch with as they may have a chorus who would be willing to sing at the event.

**ADJOURNMENT**

As there was no further business, Trustee Andresen motioned to adjourn the meeting, seconded by Trustee Frost. Voice vote was unanimous, all five members present voted aye.

The meeting adjourned at 7:26 p.m.

Respectfully submitted,

*Kelly Mastera*

Kelly Mastera, Village Clerk