

**VILLAGE OF CARPENTERSVILLE  
BOARD OF TRUSTEES  
REGULAR BOARD MEETING  
June 18, 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, O’Sullivan, Frost, and Vela and President Skillman. Also present were Village Manager Johnson, Attorney Stewart, Fire Chief Schilling, and Village Clerk Mastera.

The Pledge of Allegiance was led by President Skillman.

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

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

**APPOINTMENTS, CONFIRMATIONS, AND ADMINISTRATION OF OATH** –

Village Clerk Mastera issued the oath of office to Trustee Roberta Andresen.

*Motion to approve Appointments A by Trustee O’Sullivan, seconded by Trustee Frost.*

- A. *Appointment of a Village Trustee (Roberta Andresen) for a term from June 18, 2019, anticipated to expire on May 4, 2021*

**Vote on Motion:**

6 – ayes (Garcia, Malone, O’Sullivan, Frost, Vela, and Skillman)  
0 – nay  
0 – absent

**Motion passed.**

Trustee Andresen introduced her family and friends who came out this evening to support her.

**PUBLIC COMMENT** –

**Chris Kious, Kane County Board Member**

He wanted to provide county updates that may affect Carpentersville and its residents. He recently was appointed to the Fox River Flood Control Commission, with their next meeting tomorrow. He stated that there is an email with a form that is asking the various villages and townships how flooding affects the areas. Additionally, Mr. Kious said they recently formed the Kane County Census Commission (KCCC) for the 2020 Census, and that Mo Iqbal from District 19 is the chairman. Mr. Iqbal will be looking for volunteers throughout the county to make sure there is input from everyone and we get everything that is due to the county. Lastly, Mr. Kious said the county has applied for \$24 million to help subsidize the Longmeadow Parkway bridge so there is not a toll.

**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 by Trustee Frost, seconded by Vela.

- A. *Approval of Bills*  
- Fiscal Year 2019 Bills List and Payroll Totaling: \$1,674,367.75
- B. *Approval of Minutes*  
- Regular Board Meeting Minutes from June 4, 2019
- C. *A Resolution Accepting an Agreement for Engineering Services to Complete a Letter of Map Revision for a Portion of Carpenter Creek with HR Green, Inc. of McHenry, Illinois, in the Amount of \$59,000.00*
- D. *An Ordinance Amending Title 5, Section 5.48.070 (Tobacco Dealers) and Title 9, Sections 9.20.040, 9.20.050, 9.20.060, and 9.20.070 of the Carpentersville Municipal Code*
- E. *An Ordinance Amending the Village's Policy for Reimbursement of Travel, Meal, and Lodging Expenses and Clarifying the Village Manager's Authority for Approval of the Village's Employee Handbook*
- F. *An Ordinance Authorizing the Disposal of Items of Personal Property Owned by the Village of Carpentersville*
- G. *A Resolution Accepting a Base Bid from Insituform Technologies USA in the Amount of \$257,559.50 for the Purpose of Rehabilitating Underground Sewer Main by Means of Cured in Place Pipe Lining and Accepting Supplemental Unit Cost As Outlined within the Bid Schedule*

**Vote on Motion:**

7 – ayes (Garcia, Malone, O'Sullivan, Andresen, Frost, Vela, and Skillman)

0 – nay

0 – absent

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

**REPORTS OF THE MANAGER AND STAFF –**

**Public Works – Zach Matyja, RJN Group**

Mr. Matyja presented information on the 2019 Sewer Evaluation Program. He explained the areas they studied in 2018 regarding flow monitoring, which was near Polk & Jefferson. For 2019, they are following up in the same areas with manhole inspections, smoke testing, dyed water flooding, property inspections and assessing the force main at Center Drive. He explained wanted to let people know more information about the smoke testing, and that there would be a 4-person crew from RJN on site for approximately two weeks in July and August. Mr. Matyja said residents in the area will get a first notice via a letter or billing insert about two weeks prior to the testing. He said they will then get a second notice by means of a door hanger one to two days prior to the testing. Additionally, Mr. Matyja said RJN will be in daily communication with Public Works, the Fire Department, and the Police Department. Per a question from Trustee O'Sullivan, Mr. Matyja confirmed that the notices are in both English and Spanish. He also confirmed for Trustee Frost that RJN contact information is listed on the hanger.

**OLD BUSINESS** – None.

**NEW BUSINESS** – None.

## **TRUSTEE AND COMMITTEE REPORTS**

### **Trustee Vela had the following report:**

- She congratulated Trustee Andresen on her appointment to the Board and that she's looking forward to working with her.
- She gave a friendly reminder that people need to slow down in construction zones.

### **Trustee Frost had the following report:**

- He welcomed Trustee Andresen to the Board.
- He also reminded people to slow down in construction zones and also on residential streets, especially with children being off school in the summer.

### **Trustee Garcia had the following report:**

- He read a letter from the Antique Automobile Club of America – Fox Valley Chapter thanked the Police Department for providing an escort to the club members especially in the construction zone.
- He said United for You is having an antique car and truck show in Carpenter Park on July 4, 2019.
- He welcomed Trustee Andresen as well.

### **Trustee O'Sullivan had the following report:**

- He welcomed Trustee Andresen.

### **Trustee Malone had the following report:**

- He also welcomed Trustee Andresen and said he is looking forward to working with her.

### **President Skillman had the following report:**

- He congratulated and welcomed Trustee Andresen. He also clarified that she was not related to the Village Trustee Andresen in East Dundee, as a few people had asked him. He told her we have a lot of work ahead and he knows she'll do a great job.

### **Trustee Andresen had the following report:**

- She thanked everyone for their welcome and said she is looking forward to it. She said she spent a lot of time on the other side of the aisle being involved in politics.

**CLOSED SESSION –**

Trustee O’Sullivan motioned to adjourn to Closed Session, seconded by Trustee Garcia, 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)(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:**

7 – ayes (Garcia, Malone, O’Sullivan, Andresen, Frost, Vela, and Skillman)

0 – nay

0 – absent

**Motion passed.**

The Board adjourned to Closed Session at 7:23 p.m.

The Board reconvened at 8:22 p.m.

**DISCUSSION CONCERNING OTHER VILLAGE BUSINESS – None.**

**ADJOURNMENT**

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

The meeting adjourned at 8:24 p.m.

Respectfully submitted,

*Kelly Mastera*

Kelly Mastera, Village Clerk