

**VILLAGE OF CARPENTERSVILLE
BOARD OF TRUSTEES
REGULAR BOARD MEETING
December 6, 2016**

The regular meeting of the Village Board of Trustees was called to order at 7:00pm. Those present for roll call were Trustees Sabbe, Humpfer, Stephens, Schultz, Rehberg, Burroway, and President Ritter. Also present were Village Manager Rooney, Attorney Passman, Fire Chief Schilling, Finance Director Desai, Public Works Director Cole, and Police Chief Kilbourne.

Clerk Wilde was absent from tonight's meeting, so Chief Kilbourne performed some of the clerk duties.

The Pledge of Allegiance was led by President Ritter.

INVOCATION – Pastor Phil Zilinski, Fox Valley Baptist Church

APPOINTMENTS, CONFIRMATIONS, AND ADMINISTRATION OF OATHS – None.

PROCLAMATIONS, CONGRATULATORY RESOLUTIONS, AND AWARDS –

A. Fire Prevention Poster Contest Winners

Chief Schilling introduced firefighters Matt Tracy and Tony Ferriero who ran the poster contest. Tracy said the theme of this year's Fire Prevention Week was "Don't Wait, Check the Date" on smoke detectors, as people should be buying new ones every 10 years. Mascot Fire Pup came out to help Ferriero with the awards:

Kindergarten

Alison – 1st Place, Meadowdale
Navi – 2nd Place, Sunny Hill
Louisa – 3rd Place, Meadowdale
Julian – 4th Place, Sunny Hill

1st Grade

America – 1st Place, Meadowdale
Renada – 2nd Place, Meadowdale
Icili – 3rd Place, Meadowdale
Elia – 4th Place, Meadowdale

2nd Grade

Maven – 1st Place, Parkview
Diano – 2nd Place, Golfview
Byron – 3rd Place, Golfview
Alejandro – 4th Place, Golfview

3rd Grade

Olivia – 1st Place, Parkview
Karissa - 2nd Place, Parkview
Natalia – 3rd Place, Liberty
Cadence – 4th Place, Lakewood

4th Grade

Breanna – 1st Place, Meadowdale
Abigail – 2nd Place, Liberty
Geovany – 3rd Place, Sunny Hill
Stephanie – 4th Place, Perry

5th Grade

Lucy – 1st Place, Sunny Hill
Tristan – 2nd Place, Lakewood
Vanessa – 3rd Place, Meadowdale
Logan – 4th Place, Liberty

Overall Winner – Bobby Smith, 3rd Grade, Liberty Elementary

Matt Tracy said this year they received over 1100 posters, which is 36% of the eligible Carpentersville students.

School with Highest Participation of Eligible Students – Sunny Hill – 79%

PUBLIC COMMENT – None.

CONSENT AGENDA

President Ritter asked if any Board Member wished to remove an item from the Consent Agenda for further review and discussion.

President Ritter removed Item I at the request of Trustee Rehberg.

Motion to pass the Consent Agenda without Item I by Trustee Humpfer, seconded by Trustee Sabbe.

- A. Approval of Bills
 - Fiscal Year 2016 Bills List Totaling \$ 2,147,926.42
- B. A Resolution Adopting An Amended Fund Balance Policy.
- C. An Ordinance Amending Chapter 3.16 Of The “Carpentersville Municipal Code,” As Amended, Regarding Municipal Retailers’ Occupation Tax And Service Occupation Tax.

- D. A Resolution Authorizing The Release Of Minutes Of Certain Closed Meetings Of The Village Board Of Trustees.
- E. A Resolution Accepting The Base Bid From Hacienda Landscaping In The Amount Of \$70,736 For Improvements To Keith Andres Park Sacramento Drive Entrance.
- F. A Resolution In Lieu Of A Surety Bond To Perform Work Within The Illinois Department Of Transportation Right Of Way In The Years Of 2017 And 2018.
- G. An Ordinance Authorizing Acquisition Of Title To, Easements Over, Or Other Property Rights Over, Certain Real Property For The Huntley Road Reconstruction And Widening Improvement Project.
- H. A Resolution Approving A Bill Of Sale For The Acceptance Of Public Improvement Constructed As Part Of The Walmart Supercenter Store #1531-07 At 365 Lake Marian Road.
- I. *An Ordinance Amending Title 5 Of The “Carpentersville Municipal Code,” As Amended, Regarding The Regulation Of Check Cashing Services. (Removed from Consent)*
- J. An Ordinance Amending Section 10.36.040 Of The “Carpentersville Municipal Code,” As Amended, Regarding Traffic Regulations.
- K. A Resolution To Concur With The Federal Emergency Management Agency, American Fire Act Grant Application For A Mobile Training Tower.

Vote on Motion:

6 – ayes (Stephens, Humpfer, Rehberg, Burroway, Schultz, and Sabbe)
0 – nay
0 – absent

Motion passed.

Consent Item I.

An Ordinance Amending Title 5 Of The “Carpentersville Municipal Code,” As Amended, Regarding The Regulation Of Check Cashing Services.

Motion to pass the Consent Item I by Trustee Humpfer, seconded by Trustee Sabbe.

Trustee Rehberg proposed a 6 month waiting period before this is enforced. Attorney Passman said he will add in section 4 of the ordinance that the enforcement will not be before May 1, 2017.

Motion to pass the Consent Item I as Amended by Trustee Humpfer, seconded by Trustee Sabbe.

Vote on Motion:

6 – ayes (Stephens, Humpfer, Rehberg, Burroway, Schultz, and Sabbe)

0 – nay

0 – absent

Motion passed.

Manager Rooney and President Ritter discussed how to help the businesses be in compliance.

REPORTS OF MANAGER, OFFICERS, COMMISSIONS, AND STAFF

Public Works Director Cole

Cole wished everyone a Happy Holiday. He explained how tonight the Board passed a resolution to enter into a contract to improve the Keith Andres Park Sacramento entrance. He showed various diagrams and pictures to provide a better understanding of what will be constructed. He also explained the work that Public Works did alongside CAMBr within the park. Trustee Schultz said she is excited to see this happen, and that Public Works and CAMBr have worked well together. President Ritter commented on the cooperative efforts, too.

Park Committee and Special Events Commission

Trustee Schultz said the Holiday Decorating contest goes until Sunday, the Events Committee will have a meeting on Monday at 6:30 p.m., and then on Tuesday and for the remainder of the week they'll be doing the judging. She said they currently have 32 entries. Trustee Stephens clarified about who will be the judges.

Audit and Finance Commission

Trustee Rehberg said there wasn't an Audit and Finance meeting since the last Board meeting. He commented that the bulk of their meetings happen in September and October regarding budget items.

Business Development Commission

Trustee Humpfer said there was nothing for this month.

QuadCom/JETS/Jelkes Creek / C4

Trustee Burroway said C4 meeting regarding overdose awareness will be Thursday, December 8th from 7:00 p.m. at Public Works. He said Jelkes Creek will meet January 9, 2017 after the holidays. He said the various signs for near the creeks have been delivered to Public Works. He said QuadCom met on November 30th and went over financials, as they had an audit done. Per Burroway, nothing major was found in the audit, although they did give a recommendation that they have a need for funding for technological needs for the future.

Chief Schilling spoke about a specific state mandate that applies to law enforcement, including QuadCom. He said a sub-committee is looking into it, as it will be effective around 2020 or 2021. He talked about the technology that the mandate pertains to, which has to do with the current system they talk on to one that is inter-operable with other agencies.

Old Business – None.

New Business

Motion to pass New Business Items A-K by Trustee Humpfer, seconded by Trustee Stephens.

- A. An Ordinance Approving the Annual Budget of the Village of Carpentersville, Illinois, for the Fiscal Year Beginning January 1, 2017 And Ending December 31, 2017.
- B. An Ordinance Authorizing the Levy and Collection of Taxes For The Corporate and Municipal Purposes of the Village of Carpentersville for the Fiscal Year Beginning January 1, 2017 and Ending December 31, 2017.
- C. An Ordinance Authorizing the Levy and Collection of Taxes In and For the Village of Carpentersville Special Service Area Number One for the Fiscal Year Beginning January 1, 2017 and Ending December 31, 2017.
- D. An Ordinance Authorizing the Levy and Collection of Taxes In and For the Village of Carpentersville Special Service Area Number Two for the Fiscal Year Beginning January 1, 2017 and Ending December 31, 2017
- E. An Ordinance Authorizing the Levy and Collection of Taxes In and For the Village of Carpentersville Special Service Area Number Twenty-One for the Fiscal Year Beginning January 1, 2017 and Ending December 31, 2017.
- F. An Ordinance Abating the Extension of Taxes for the Series 2008 \$10,000,000 General Obligation Bond Issue.
- G. An Ordinance Correcting The Abatement Of The Extension of Taxes for the Series 2010 A&B \$20,000,000 General Obligation Bond Issue.
- H. An Ordinance Abating the Extension of Taxes for the Series 2014 Not To Exceed \$10,000,000 General Obligation Bond Issue.
- I. An Ordinance Abating the Extension of Taxes for the Series 2015A Not To Exceed \$16,000,000 General Obligation Bond Issue.
- J. An Ordinance Abating the Extension of Taxes for the Series 2015B Not To Exceed \$16,000,000 General Obligation Bond Issue.
- K. An Ordinance Abating the Extension of Taxes for the Series 2016 Not To Exceed \$8,300,000 General Obligation Bond Issue.

Manager Rooney spoke about the 4 different Audit and Finance Committee meetings to discuss the budget, as well as the public hearing and other meetings. He said if anyone has questions, they can reach out to Finance Director Desai or him. Trustee Humpfer and President Ritter spoke about what an abatement is, extensions on bonds, and how by law you have to separately levy for a bond repayment.

L. A Resolution Establishing Goals And Objectives For The Village Of Carpentersville.

Motion to pass New Business Item L by Trustee Humpfer, seconded by Trustee Stephens.

President Ritter talked about how the Board created a list of goals that are on the Village website. They've gone over things they've done in the past, some have been removed, and others have been renewed. Manager Rooney said the goals are then what help guide spending and priorities in terms of the budget. Trustee Humpfer said he thinks this is a good process as it almost is like a risk assessment, and they categorize as short-term, medium, and long-term. He reiterated that the residents are the ones who helped shape the document. President Ritter spoke about their goal planning meetings and how they air their disagreements in those meetings through communication, so the Board meetings can be calm and productive.

Vote on Motion:

6 – ayes (Stephens, Humpfer, Rehberg, Burroway, Schultz, and Sabbe)

0 – nay

0 – absent

Motion passed.

M. A Resolution Approving The Village Insurance Package For The Policy Period Of December 31, 2016 To December 31, 2017.

Motion to pass New Business Item M by Trustee Sabbe, seconded by Trustee Humpfer.

Manager Rooney said Finance Director Desai and Assistant Finance Director Hanna have done the research with the broker. He said they are changing brokers and saving about \$30,000. Desai said he selected with Gallagher Inc., to help with their renewal process of certain things like General Liability, Worker's Compensation, Property Insurance, Cyber, Crime, Pollution and other insurance needs. He said Gallagher also helped them pick a Third Party Administrator. He spoke about a 7% reduction in insurance premium and also keeping the same levels and coverage. Trustee Humpfer pointed out what the various charts mean, for instance how they use the deductible amount in many situations. He explained how they try to reduce the number of insurance claims they have, and how to make things and keep things safer to keep costs lower, too. Humpfer also spoke to how they go out to the market to get better prices in order to save money in premium costs.

President Ritter also expressed his sympathies as Desai lost his father in the middle of November and had to go back to India in the midst of all the budget items. Members of the Board echoed his sentiments.

Vote on Motion:

6 – ayes (Stephens, Humpfer, Rehberg, Burroway, Schultz, and Sabbe)

0 – nay

0 – absent

Motion passed.

N. A Resolution Approving An Agreement For Third-Party Administrator Services Between The Village And Cannon Cochran Management Services, Inc.

Motion to pass New Business Item N by Trustee Humpfer, seconded by Trustee Stephens.

Manager Rooney explained this is about the Third Party Administrator that the Village will use to deal with the property, casualty, and liability insurance. He said they have a great deal of experience in Illinois, particularly pertaining to firefighters.

Vote on Motion:

6 – ayes (Stephens, Humpfer, Rehberg, Burroway, Schultz, and Sabbe)

0 – nay

0 – absent

Motion passed.

TRUSTEE REPORTS

Trustee Humpfer had the following report:

- He wanted to wish everyone Happy Holidays. He also said the fire department did a great job tonight with the poster contest and handing out the awards to the children.

Trustee Sabbe had the following report:

- He had neighbors ask about door-to-door sales people. He reiterated that if someone is going door-to-door you can always ask them to show them their permit. Manager Rooney said you can call QuadCom who will also check with the police and help rectify the situation if warranted.
- He said if you have any concerns or feedback regarding traffic patterns, to please let him or someone else know.
- He asked people if they live near one, to please clean around the fire hydrant if it snows a lot as it could help the firefighters in an emergency.

Trustee Schultz had the following report:

- She said if they haven't been installed yet, the new cameras in Fox View will be installed shortly. She said the core group of residents that had concerns will be very happy.
- She said they have 8 or 9 churches that will move ahead to form the Carpentersville Clergy Committee. She hopes that ultimately that the Board will get feedback from the clergy who may hear things from people in their parishes.
- She said that the newsletter was really well done, and thanked the whole team for contributing.
- She again mentioned the holiday decorating contest and welcomed people to participate. She said the winners will be announced at the first meeting in January.
- She wished everyone a Merry Christmas and Happy Holidays.

Trustee Burroway had the following report:

- He said that Narcan saved another life while it was carried in a squad car.
- He wished Happy Holidays to everyone.

Trustee Stephens had the following report:

- She attended Shop with a Cop on Saturday, with 25 families and more than 100 kids. She said every kid got a coat this year, which she was happy about. She said it was so rewarding to see the kids' excitement and how thankful they were. She thanked Chief Kilbourne, Office Pilarski, and Social Worker Hernandez.
- She was very pleased with the newsletter that recently came out, especially how informative it was. She said if you didn't get it in the mail, it's online, or you can pick up a copy in Village Hall at the Finance counter.

President Ritter had the following report:

- He said he is very proud with how things are moving forward in the village, and he credited residents who are getting involved.
- He spoke about being a member of the Fox Valley Sustainability Network, a group blending progress and green living. He'll be going to a meeting tomorrow morning at 9:00 a.m. at Judson.
- He was happy that Sunny Hill school got involved in the poster contest this year, as they hadn't in the past.

CLOSED SESSION

Trustee Stephens motioned to adjourn to Closed Session, seconded by Trustee Burroway, to discuss Section 2(c)(1) of 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; and Section 2(c)(21) of the Open Meetings Act - Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.

Vote on Motion:

6 – ayes (Stephens, Humpfer, Rehberg, Burroway, Schultz, and Sabbe)
0 – nay
0 – absent

Motion passed.

The Board adjourned to Closed Session at 8:14 p.m.

The Board reconvened.

DISCUSSION CONCERNING OTHER VILLAGE BUSINESS

ADJOURNMENT

Following discussion, and upon motion and second, the VBM was adjourned.

Respectfully submitted,



Village Clerk