

**VILLAGE OF CARPENTERSVILLE
BOARD OF TRUSTEES
REGULAR BOARD MEETING
March 20, 2018**

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 Burroway, Frost, Humpfer, Lawrence, O’Sullivan, and Rehberg and President Skillman. Also present were Acting Village Manager Huber, Attorney McArdle, Fire Chief Schilling, Police Chief Kilbourne, IT Director Goethals, Economic Director Burke, HR Director Monteleone, Finance Director Desai, Public Works Street Superintendent Clifton, and Village Clerk Mastera.

The Pledge of Allegiance was led by President Skillman.

The Star Spangled Banner was sung by Boys and Girls Club Youth of the Year Kajira Blunt.

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

PROCLAMATIONS, CONGRATULATORY RESOLUTIONS, AND AWARDS –

President Skillman invited Amanda Ginger from the Boys and Girls Club to introduce Youth of the Year Kajira Blunt. Ms. Blunt told the Village Board her story of growing up in Chicago and then moving to Carpentersville, her involvement in the Boys and Girls Club, and her hopes to become a motivational speaker.

Women’s History Month Proclamation – read by President Skillman.

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 pass the Consent Agenda by Trustee Humpfer, seconded by Trustee Rehberg.

- A. Approval of Bills
 - Bills List and Payroll Totaling \$1,586,989.15
- B. Approval of Minutes
 - Regular Board Meeting Minutes from March 6, 2018

- Regular Board Meeting Minutes from February 20, 2018
 - Amended Special Board Meeting Minutes from January 20, 2018
- C. An Ordinance Approving the Official Zoning Map of the Village of Carpentersville, Illinois
- D. A Resolution Approving an Extension to the Agreement Between Cannon Cochran Management Services Inc. and the Village of Carpentersville for Claims Administration Services
- E. A Resolution Waiving the Bidding Requirement and Authorizing the Purchase of One Used 2015 Hamm Ten-Ton Roller from Roland Machinery Company for \$75,500
- F. A Resolution Approving the Side Letter of Agreement between the Village of Carpentersville and IAFF #4790

Vote on Motion:

- 6 – ayes (Burroway, Frost, Humpfer, Lawrence, O’Sullivan, and Rehberg)
- 0 – nay
- 0 – absent

Motion passed, approved by omnibus vote.

REPORTS OF MANAGER AND STAFF – None.

Old Business – None.

New Business –

- A. A Resolution Approving a Professional Services Agreement with Retail Strategies, LLC, of Birmingham, Alabama, for Retail Market Analysis and Retail Recruitment Services

Motion to pass the New Business Item A by Trustee Humpfer, seconded by Trustee Rehberg.

Economic Director Burke said that the Board had asked at a previous meeting that the Business Development Commission make a formal recommendation to the Board on a second contract and that the BDC recommended signing the contract for a second year. He said that the BDC had a teleconference meeting with Retail Strategies and went over details from year one and what to expect for year two. Burke answered questions from the Board regarding feedback from Retail Strategies, possible issues filling the old Dominick’s location, the consideration of a contract on contingent or per-performance basis, and competition from nearby suburbs. Trustee Rehberg emphasized that the recommendation of the BDC factored into how he would vote.

Vote on Motion:

5 – ayes (Burroway, Frost, Humpfer, O’Sullivan, and Rehberg)

1 – nay (Lawrence)

0– absent

Motion passed.

TRUSTEE AND COMMITTEE REPORTS

Trustee Lawrence had the following report:

- There will be a Special Events and Parks meeting tomorrow. This year the commission is putting blue pinwheels in front of Village for the month of April since it is Child Abuse Prevention and Autism Awareness month.

Trustee O’Sullivan had no report this evening.

Trustee Rehberg had the following report:

- The next Audit and Finance Commission meeting date is To Be Determined.
- He mentioned that Finance Director Desai has accepted a new position elsewhere, and he thanked him for all of his hard work.
- He thanked Trustee Burroway for his service on the Board and all of the commissions he was a member of.

Trustee Frost had the following report:

- He mentioned there will be controlled burns out toward the west side.
- He said the Village spring newsletter came out.
- He thanked Trustee Burroway for all of his service over the past seven years on the Board.

Trustee Humpfer had the following report:

- The BDC discussed District 300’s request for demolition to a building.
- He told Trustee Burroway he will be missed, and specifically mentioned his work on the C4 Commission bringing awareness to the opioid issue and the Jelkes Creek Fox River Watershed Commission.
- He thanked Finance Director Desai for his help in moving the Finance Department forward.

Trustee Burroway had the following report:

- He congratulated Director Desai on his new position and thanked him for his guidance.
- He explained that tonight was his last meeting, as he will be moving to Texas within the next month. He thanked everyone on the Village Board as well as staff for their service to the community.
- He let President Skillman and the Board know that the Jelkes Creek group would like to keep their relationship with the Village and have a representative, as well as C4 since they need someone from the government sector, especially when applying for grants.
- He thanked the voters who gave him this opportunity.

President Skillman had the following report:

- He told Trustee Burroway the Village would keep the relationships with Jelkes Creek and C4 and thanked him for everything.
- He and Trustee O’Sullivan attended the Youth of the Year celebration at the Boys and Girls Club, and is interested at looking at more ways to help. Trustee O’Sullivan also talked about his experience being one of the judges.
- The American Public Works Association (APWA) gave an award to HR Green and the Carpenter Creek project.
- He told people about a Dundee-Crown High School seed packing event that is looking for volunteers.
- He mentioned the recently hosted by East Dundee and said how Olympic Skater Bradie Tennell attended. He hopes that she’ll be able to come to a Board meeting later this summer.

CLOSED SESSION –

Trustee Rehberg motioned to adjourn to Closed Session, seconded by Trustee Humpfer, 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)(2) of Open Meetings Act - Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.**

Vote on Motion:

- 6 – ayes (Burroway, Frost, Humpfer, Lawrence, O’Sullivan, and Rehberg)
- 0 – nay
- 0 – absent

Motion passed.

The Board adjourned to Closed Session at 7:43 p.m.

The Board reconvened at 8:18 p.m.

DISCUSSION CONCERNING OTHER VILLAGE BUSINESS –

***General Animal Provisions**

The Board and Manager Huber discussed the possibility of allowing permits for residents to own chickens and what possible regulations may include such as the number of permits issued, the number of chickens, coop requirements, and lot size. Discussion will continue.

***Non-Covered Smoking Products**

Chief Kilbourne briefed the Board about the need to update the Village’s ordinances to include new devices like electronic cigarettes and JUULs.

***Liquor Licenses**

Clerk Mastera gave the Board an update on two different businesses that applied for liquor licenses, one Class F-2 license and one Class F Restaurant license. The Board said they would be open to expanding Village ordinances to include two more licenses. Manager Huber also spoke about a third license having to do with banquets that he and the Village Attorney are still working on the details.

***TIF District Funds**

Director Burke explained to the Board that District 300 wants to knock down an old building which is in one of the TIF districts, and would like TIF money to do so. Director Burke explained that the BDC recommended funding 50% of the cost.

ADJOURNMENT

As there was no further business, Trustee Rehberg motioned to adjourn the meeting, seconded by Trustee Burroway. Voice vote was unanimous, all five voted aye.

The meeting adjourned at 8:38 p.m.

Respectfully submitted,

Kelly Mastera

Kelly Mastera, Village Clerk