

**VILLAGE OF CARPENTERSVILLE  
BOARD OF TRUSTEES  
REGULAR BOARD MEETING  
August 15, 2017**

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, Humpfer, Lawrence, Sabbe, and President Skillman. Also present were Village Manager Rooney, Attorney Passman, Assistant Director of Public Works Gray, Economic Director Burke, IT Director Goethals, Finance Director Desai, Senior Planner Svalenka, Village Clerk Nega, Police Chief Kilbourne, and Fire Chief Schilling.

Trustee Schultz was absent from the meeting.

The Pledge of Allegiance was led by President Skillman.

**INVOCATION** – Pastor Tom Totton, Testament of Love Church

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

- A. Proclaiming August 31, 2017 as Overdose Awareness Day

Trustee Burroway read the proclamation. Afterwards, President Skillman also recognized the C4 commission members, and pointed out both the police and fire chiefs have been involved in the meetings. President Skillman also mentioned that next meeting we will be honoring the Tri-Cities 10U and 11U Little League baseball teams who won their state championships.

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

- A. Appointment of Michael Peters as Battalion Chief for the Village of Carpentersville
- B. Swearing In of Matthew Benson as Fire Lieutenant for the Village of Carpentersville

Chief Schilling brought up Chairman of the Fire and Police Commission James DeLong to do the swearing in of both men. Chief Schilling gave a brief career background on both men, before each was sworn in by DeLong. First sworn in was Benson, followed by Peters. President Skillman shared a short story of being on the job with Peters. Both men introduced their families and friends in attendance.

*President Skillman called for a short recess so pictures could be taken and then people who were there for the two swearing-ins could exit.*

**PUBLIC COMMENT –**

**Vicki Winter (1715 Kingston Cr.)**

Winter wanted to address concerns regarding the water and sewage rate increase. She said she understands that costs are rising around us, but incomes are not, especially for the elderly and disabled who are on fixed incomes. She said the 2% increase will dig them further into poverty. Winter said nowhere in the report did it address the senior rate and or the disabled rate, and she wanted to know if it would be affected by the rate increase.

Melissa Hernandez, NKCC Director, was unable to attend this evening.

**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 Sabbe.**

- A. Approval of Bills
  - Fiscal Year 2017 Bills List Totaling \$1,725,494.60
- B. Approval of Minutes
  - Regular Board Meeting from August 1, 2017
  - Regular Board Meeting from January 17, 2017
  - Regular Board Meeting from February 7, 2017
- C. A Resolution Accepting an Agreement for Consultant Services Amendment #1 for Additional Engineering Services for Culvert Improvements on South Washington Street and Spring Street with HR Green, Inc. of McHenry, Illinois in the Amount of \$82,142.00
- D. A Resolution Approving an Intergovernmental Agreement with Community Unit School District No. 300 for the Extension of the Police School Liaison Officer Program
- E. A Resolution Approving an Agreement with Community Unit School District No. 300 for a Reciprocal Reporting System
- F. A Request Authorizing Carpentersville Middle School to Use Carpenter Park for the Purpose of Hosting Five Cross Country Meets within the Month of September

- G. A Resolution Approving the Side Letter of Agreement between the Village of Carpentersville and Map #378

**Vote on Motion:**

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

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

**REPORTS OF MANAGER, OFFICERS, COMMISSIONS, AND STAFF –**

**Fire Chief Schilling / Firefighter Matt Tracy**

Chief Schilling spoke about Tracy’s original idea of utilizing a drone for public safety needs, plus using it for other departments such as Public Works and Economic Development. He stated that Tracy is the Village’s first FAA certified pilot. Chief Schilling then showed a short video that Tracy had produced based on his footage from the drone. Trustee Lawrence commented on the possible use of it for missing people or having to enter a home. Chief Schilling said they did use it when the police department was trying to find a subject, and while they didn’t find him, they were able to confirm places he was not.

Tracy thanked the Board for supporting his project, which he hopes is just the beginning. He told the Board they could find him at any time if they had questions. Trustee Burroway and Tracy discussed Tracy’s background and what he’s learning. Manager Rooney discussed where the funding for this project came from, too. Tracy also confirmed Board questions about the videos being on the YouTube page and other Village social media.

**Police Chief Kilbourne**

Chief Kilbourne reviewed what the police department is doing in conjunction with School District 300 for this school year. He said there were no real problems on the first day of school. He spoke about the renewal agreement of the school resource officer, and then the three different issues the police department and District 300 are targeting: school bus safety, bullying, and safe and respectful driving by teen students.

Chief Kilbourne had two members of the C4 Committee come forward, Ricardo Gasca and Terri Dudar. Gasca introduced the rest of the group who were in the audience, and gave a background on how the coalition is trying to assist those who have lost someone due to a drug overdose, helping those struggling with substance abuse to get help, and focusing on substance abuse prevention. Dudar then spoke about losing her son to a heroin overdose in 2008, and her history advocating for substance abuse education and prevention. She thanked Trustee Burroway for his support and the Board for letting the group use the Public Works training room for C4 meetings.

## **COMMISSION REPORTS**

### **QuadCom/JETS/Carpentersville Community Cares Coalition (C4)**

Trustee Burroway thanked the C4 participants for being here tonight. He spoke a bit more about all the organizations with representatives involved in C4. He said the next C4 meeting is September 14<sup>th</sup>, 7:00 p.m., at the Public Works building. Trustee Burroway also thanked Officer Joe Pilarski for all of his help with C4. He said Jelkes Creek Fox River Watershed Coalition met yesterday and they liked the signs that were put up, in addition to mentioning that Karen Miller from Kane County said there will be a waterway trail study from the Wisconsin border to Ottawa, Illinois. He said you could go to [foxriverecosystem.org/trail.htm](http://foxriverecosystem.org/trail.htm). He said there was no update on QuadCom.

### **Business Development Commission**

Trustee Humpfer said they will have a meeting next Tuesday, at 5:00 p.m., on the 2<sup>nd</sup> floor of Village Hall. He and President Skillman mentioned that several new businesses have opened recently.

### **Audit and Finance Commission**

Trustee Rehberg said the fiscal year 2018 budget kick-off meeting will be September 12 at 6:30 p.m. in the Public Works building where they will reconcile the first six months of budget versus actual, look at the projections for the final six months, and look at the overall picture for 2017.

### **Park and Special Events Commission**

Trustee Schultz said thank you to everyone who participated and helped with the Civil War Reenactment event. She said they also will send out letters to all the vendors as a thank you for participating. Trustee Schultz also said many people stopped her to compliment the park and she pointed out the various events that already are planned in the park. She thanked a resident who dropped off pictures from the event to Clerk Nega. She said at the next meeting on August 23, they will recap the event and then they will host a fall festival on Saturday, October 14. Trustee Schultz also thanked Director Cole and said she thought the grand re-opening of Carpenter Park was very nice.

### **President Skillman**

He reminded people that Rock the Fox is happening this weekend. Additionally he mentioned the new businesses that opened: Stacy's Place, KUKA Industries, Superior Diesel Repair and Performance, The Pit Stop, J's Nail and Spa, Q88, and Gyradiko.

**Old Business** – None.

**New Business** –

- A. Consideration of an Ordinance Approving a Planned Unit Development and a Final Plat of Subdivision for a Mixed-Use Building and a New Parking Lot (256 S. Washington Street)**

Motion to pass Item A by Trustee Humpfer, seconded by Trustee Sabbe.

Senior Planner Svalenka explained a quick overview of Otto Engineering's remodeling of the former Milk Specialties building, and that this would allow them to put a parking lot on the back. He said the Planning and Zoning Commission recommended approval of this ordinance unanimously. He additionally pointed out that this will cause Washington Street to be closed to traffic on one specific day. Svalenka clarified some details upon questions from a few trustees.

**Vote on Motion:**

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

0 – nay

0 – absent

**Motion passed.**

**B. An Ordinance Amending Section 13.08.020 of the “Carpentersville Municipal Code,” As Amended, Regarding Water and Sewer Usage Fees**

Motion to pass Item B as Amended by Trustee Rehberg, seconded by Trustee Sabbe.

Attorney Passman clarified that the ordinance sets forth an amendment to the Village Code that would reflect a 3% annual increase in the rate for the next three fiscal years of in a dollar and cents amount. He said that the amendment proposed by Trustee Rehberg would have sections 13.08.020 C and D, sections C 4 and 5 and D 4 and 5 would be deleted entirely as they reflect 2018 and 2019 amendments, and section C 3 would have the dollar amount be \$5.54 for water and D 3 would be \$5.31, which reflects what a 2% increase would be.

Trustee Schultz clarified the details about the one year suggestion. Attorney Passman said if the motion is approved and the rate is changed as of September 1<sup>st</sup>, that rate would continue forward until such time the Board amends the code again. Trustee Humpfer and Manager Rooney discussed the future impact on the operation of the water fund. President Skillman said he believes more discussion and tightening up needs to be done at the Audit and Finance Commission. Trustee Burroway said he wished he had more time to know about the proposed change so he could see how it affects the long term. He specifically mentioned the expansion of one of the water main's diameter from four inches to twelve inches. Manager Rooney said the estimated amount of going from a 3% to 2% increase would be a change of \$60,000.

Trustee Schultz also said she wanted advance notice on this, and she felt it was sprung on a few of them, and Trustee Lawrence agreed. Trustee Humpfer said he understood it was unpopular to raise rates, but it has to be able to sustain itself, as it is run like a business. He said providing water and sewer is one of the core things the Village does, up there with police and fire.

There was discussion among the Trustees about a motion to table, however, Attorney Passman commented that there was a motion, it should be a motion to continue. He also clarified that if no action was taken, the current rate will continue until such time the

Board changes it. President Skillman commented that the businesses such as the chemical plant need to be able to plan their budget as well for next year.

**Vote on Motion:**

- 5 – ayes (Burroway, Sabbe, Humpfer, Rehberg, and Schultz)
- 1 – nay (Lawrence)
- 0 – absent

**Motion passed.**

**TRUSTEE REPORTS**

**Trustee Humpfer had the following report:**

- He said he was absent last meeting due to a family wedding. He commented that it was really nice to see the C4 group come together and make a difference in town. He then talked about Tri-Cities Little League and their All-Star baseball teams. President Skillman said the kids were able to blow off the canons while the Civil War actors were in town.

**Trustee Lawrence had the following report:**

- She said FlagsUSA in Bartlett donated 15 Random Acts of Carpentersville flags to use at future events. Additionally, she received gift certificates from Buona Beef, Bed, Bath, and Beyond, some hair salons, and other businesses to be used for little gift bags given to random people around Carpentersville when they're found to be doing a random act of kindness.

**Trustee Schultz had the following report:**

- She invited everyone out to Rock the Fox which has live music. She also thanked Sarah Miller who worked with the Odd Fellows to coordinate a car show for Sunday afternoon. She also thanked Adam Parchert from H2O Church for his movies in the park.

**Trustee Rehberg had the following report:**

- He congratulated everyone who was involved in the Civil War Reenactment event, which he thought was a fantastic event. He went with his six-year-old daughter who seemed very interested in talking with President Lincoln and learning about the history. He thanked Trustee Schultz, staff, and everyone else who put it together.

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

**Trustee Burroway had the following report:**

- He mentioned that the members of the Jelkes Creek Fox River Watershed Coalition commented on how nice Carpenter Park looks. He also said C4 has a website now: [c4cville.org](http://c4cville.org). He welcomed back Trustee Humpfer. He also commented on a local report in St. Charles about West Nile virus, and reminded people to protect themselves with deet. Manager Rooney said there are not any neighborhood sprays scheduled, but Public Works tries to target certain areas like the sewers, plus events in the park.

**President Skillman had the following report:**

- He also seconded the Civil War Reenactment comments from the others. He said he learned that the first shot of the Battle of Gettysburg was shot by a St. Charles, Illinois, resident. He commented that there were vendors to check out as well.
- He invited people out to Rock the Fox this upcoming weekend.

**CLOSED SESSION –**

Trustee Sabbe motioned to adjourn to Closed Session, seconded by Trustee Humpfer, to discuss Section 2(c)(11) of 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:**

- 6 – ayes (Sabbe, Schultz, Burroway, Humpfer, Rehberg, and Lawrence)
- 0 – nay.
- 0 – absent

**Motion passed.**

The Board adjourned to Closed Session at 8:37 p.m.

The Board reconvened at 9:16 p.m.

**DISCUSSION CONCERNING OTHER VILLAGE BUSINESS –**

Director Burke and the Board discussed a TIF proposal that was submitted requesting funds for parking lot and landscaping maintenance. The Board decided that he should look into granting 10-15% of the cost for façade and other maintenance. They also spoke about a second TIF proposal to subsidize the cost of land acquisition near Trim-Rite. The trustees and President Skillman agreed that they need more information on the project proposed for the second request before they could make a decision.

Svalenka and Assistant Director Gray spoke with the Board regarding an extension of utilities near Winchester Glen, as well as the Pulte bond and how that could contribute to funding.

Lastly, the Board briefly spoke about X Sport Fitness looking into the old Dominick’s spot near Randall Road. However, they noted this is in the very beginning stages and a lot depends on the owners of the property, and what sort of options there are, such as to lease or buy.

**GOAL SETTING DISCUSSION**

All six Trustees and President Skillman agreed it was best to postpone the goal setting discussion as it was already after 10:00 p.m.

**ADJOURNMENT**

As there was no further business, Trustee Sabbe moved to adjourn the meeting, seconded by Trustee Lawrence. Voice vote was unanimous, motion passed.

The meeting adjourned at 10:10 p.m.

Respectfully submitted,

*Kelly Nega*

Kelly Nega, Village Clerk