

**VILLAGE OF CARPENTERSVILLE  
BOARD OF TRUSTEES  
REGULAR BOARD MEETING  
September 5, 2017**

The regular meeting of the Village Board of Trustees was called to order at 7:01 p.m. Those present for roll call were Trustees Lawrence, Sabbe, Schultz, Rehberg, and President Skillman. Also present were Village Manager Rooney, Attorney Passman, Director of Public Works Cole, Assistant Director of Public Works Gray, IT Director Goethals, Economic Director Burke, Village Clerk Nega, Police Chief Kilbourne, and Fire Chief Schilling.

Trustees Burroway and Humpfer were absent from the meeting.

President Skillman had the Tri-Cities Little League All-Star teams lead the Pledge of Allegiance.

**INVOCATION** – Pastor Adam Parchert, H2O Church

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

- A. Proclamation Congratulating the Tri-Cities 2017 All-Star 10U and 11U State Champion Baseball Teams, and Softball Majors District 13 Champions

President Skillman thanked the teams for coming and read the proclamation. The teams then came up to the podium where their coaches introduced them, and afterwards President Skillman took photos with each team.

There was a short recess while photos were taken and then the teams exited.

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

**PUBLIC COMMENT** –

**Melissa Hernandez, NKCC Director**

Hernandez apologized for not being able to make it to the last Board meeting. She updated the Board on the Chamber's NKC Chamber mobile app, the mayors' breakfast, and thanked the Village for all the help with Fest on the Fox. She that this is the 5<sup>th</sup> year for the Community Service Award event, and time for the Village to pick who it wants to honor this year at the event on November 15<sup>th</sup>.

## 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 without Item J by Trustee Sabbe, seconded by Trustee Rehberg.

- A. Consideration of a Resolution Waiving the Bidding Requirements and Authorizing Payment to Berger Excavating Contractors for Emergency Sewer Main Repairs in an Amount Not to Exceed \$33,887.50
- B. Approval of Bills
  - Fiscal Year 2017 Bills List Totaling \$1,725,580.55
- C. Approval of Minutes
  - Regular Board Meeting Minutes from August 15, 2017
  - Regular Board Meeting Minutes from February 21, 2017
- D. A Resolution Awarding a Contract for the 2017 Fall Tree Planting Project in the Amount of \$48,754 to Acres Group of Wauconda, Illinois
- E. A Resolution Authorizing the Approval of Change in Plans No. 1 and Final for the Williams Road Culvert Project
- F. A Resolution Authorizing the Approval of Change in Plans No. 1 and Final for the Ball Avenue Storm Sewer Project
- G. A Resolution Authorizing the Approval of Change in Plans No. 1 and Final for the 2017 MFT Sidewalk Cutting Program
- H. A Resolution Accepting an Agreement for Phase II Engineering Services for the Western Sewer and Water Extension Improvements with CEMCON, Ltd. of Aurora, Illinois in the Amount of \$27,000.00
- I. A Resolution Accepting a Bid from the Layne Christensen Company for the Inspection and Repair of Well 7 in an Amount Not to Exceed \$34,700 and Also Accepting Supplemental Unit Prices As Outlined within the Bid Schedule
- J. A Resolution Approving the Assignment of a Right-Of-Way Use License and Fiber Optic Cable Agreement to Verizon Communications, Inc.  
*(Removed from consent)*
- K. Approve a Special Event Permit and Waive the Fee for the Dundee Crown Charger Spirit Shuffle 5K

**Vote on Motion:**

- 4 – ayes (Sabbe, Rehberg, Schultz, and Skillman)
- 1 – nay (Lawrence)
- 2 – absent (Burroway and Humpfer)

Attorney Passman explained the vote was 3-1, President Skillman has the authority to vote, and that the items require a majority vote, with many having an affirmative vote of four. President Skillman chose to vote yes, as reflected above.

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

**J. A Resolution Approving the Assignment of a Right-Of-Way Use License and Fiber Optic Cable Agreement to Verizon Communications, Inc.**

Motion to pass Item J by Trustee Sabbe, seconded by Trustee Rehberg.

Attorney Passman explained that this item was pulled because Trustee Lawrence is an employee of Verizon and under state law she must disclose that and refrain from deliberating or voting it.

**Vote on Motion:**

- 4 – ayes (Sabbe, Rehberg, Schultz, and Skillman)
- 0 – nay
- 1 – abstain (Lawrence)
- 2 – absent (Burroway and Humpfer)

**Motion passed.**

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

**Police Chief Kilbourne**

Chief Kilbourne spoke about all of the events this past summer of which the police department has been a part, as well as an upcoming event. Chief Kilbourne discussed how the Fire, Police, and Public Works department all help to make the events safe and enjoyable to the community. He mentioned that the upcoming event is a 3-day Mexican Independence Day from September 15-17 in Carpenter Park.

Chief Kilbourne also mentioned that the Spring Street culvert is getting reconstructed, so late September – November a section of Spring Street will be closed, causing truck detours. He said the detour will be up Washington to Williams to Lake Marian and back around.

Lastly he mentioned the Dundee Crown Booster 5K race and that he placed a potential route map on the dais. He said the race will be September 16.

### **Fire Chief Schilling**

Chief Schilling spoke about the Carpentersville Fire Department Citizens Fire Academy. He said some of the classes include CPR, home fire safety, how to work the Jaws of Life, engine operations, technical rescue, how to work a fire extinguisher, and more. Schilling said the classes are on Wednesday evenings from 6:00 p.m. to 9:00 p.m. with one Saturday, starting on September 27<sup>th</sup> and ending on November 21. He said applications can be obtained from the fire station on Spring Street, confirmed that it's for adults 18 and over, and that class sizes will be 10-12 participants

## **COMMISSION REPORTS**

### **Audit and Finance Commission**

Trustee Rehberg said the next meeting will be September 12 to review the 2017 financials, begin discussing the 2018 administrative and legislative budgets, Village Hall improvements, and TIFs #1 and #3 at 6:30 p.m. in the Public Works building.

### **Business Development Commission**

Trustee Humpfer was absent and Trustee Sabbe had no updates.

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

Trustee Lawrence gave the report tonight. She said the next meeting is September 20, where they will be planning Fall Fest which takes place on October 14 from 10:00 a.m. to 3:00 p.m. in Carpenter Park. Lawrence mentioned working with Star 105.5, possible costumes, games, apple cider, and other fall things.

Additionally, she said the Fire Department is selling t-shirts for breast cancer awareness with 100% of the proceeds going to Sherman Hospital's cancer center. While she said it's not enough time this year, she thought it would be interesting to do a Police and Fire 5K for breast cancer awareness. For anyone interested in buying a shirt, the order forms can be picked up at Station 92 on 305 Lake Marian Road.

Trustee Schultz also mentioned craft vendors and food vendors will also be at Fall Fest. She also mentioned that maybe the firefighters can setup a table to sell the t-shirts at Fall Fest.

President Skillman asked if anyone knew about the bike race in October this year, but Manager Rooney and staff said they have not heard anything on it. They will check with Jeff at Main Street Bicycles.

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

Trustee Burroway was absent from tonight's meeting.

**Old Business** – None.

**New Business –**

**A. A Resolution Establishing the TIF #1 Façade & Maintenance Improvement Program for the Spring Hill Center for Commerce and Industry Redevelopment Project Area**

Motion to pass Item A by Trustee Rehberg, seconded by Trustee Sabbe

Director Burke spoke about the Springhill Center for Commerce and Industry’s request to find ways to help the business park improve its overall image. Based on this, he said that staff created a program that would reimburse 10% of the total project cost of TIF eligible expenses, such as landscape improvements, parking lot improvements, and improvements to the façade. He said each application would be submitted to the Business Development Commission, and the BDC would then bring the applications to the Village Board.

Trustee Schultz thanked Burke for providing the information on new businesses that come to town, and spoke about how in the past went to East Dundee, and now others are coming from there to Carpentersville.

**Vote on Motion:**

4 – ayes (Lawrence, Sabbe, Rehberg, and Schultz)

0 – nay

2 – absent (Burroway and Humpfer)

**Motion passed.**

**B. A Resolution Accepting a Bid From Colley Elevator Company in the Amount of \$105,925 for Upgrades to Village Hall’s Elevator and Accepting an Alternate Bid of \$2,000 for a Battery Operated Emergency Lowering System, Total Contract Amount \$107,925**

Motion to pass Item B by Trustee Schultz, seconded by Trustee Rehberg.

Director Cole spoke about how the roof replacement project is almost complete, and that the next improvement was to address the elevator’s issue. Director Cole said that besides the cab, everything like the electronics and control systems will be replaced.

**Vote on Motion:**

4 – ayes (Lawrence, Sabbe, Rehberg, and Schultz)

0 – nay

2 – absent (Burroway and Humpfer)

**Motion passed.**

## **TRUSTEE REPORTS**

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

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

**Trustee Schultz had the following report:**

- She mentioned that it was very heartening to see IL-Rte 25 being redone, including replacement of some of the medians, too. She and President Skillman clarified that IDOT is the one doing the project.

**Trustee Lawrence had the following report:**

- She asked that for the tree planting project on the consent agenda that they switch out the Ohio Buckeye for another tree due to the seeds being toxic to animals and the leaves causing a foul smell when crushed. Assistant Director Gray said he will take care of it and can remove it from the list.

## **CLOSED SESSION –**

Trustee Schultz motioned to adjourn to Closed Session, seconded by Trustee Sabbe, 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; and 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:**

4 – ayes (Lawrence, Sabbe, Schultz, and Rehberg)

0 – nay.

2 – absent (Burroway and Humpfer)

**Motion passed.**

The Board adjourned to Closed Session at 7:44 p.m.

The Board reconvened at 8:14 p.m.

## **DISCUSSION CONCERNING OTHER VILLAGE BUSINESS –**

Manager Rooney and the Village Board discussed the Kane County Forest Preserve's possible purchase of property owned by the Besinger's within the Village. Staff discussed researching the property to make sure there were no types of zoning restrictions on the land.

## **GOAL SETTING DISCUSSION**

All six Trustees and President Skillman agreed it was best to postpone until the next Village Board meeting.

## **ADJOURNMENT**

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

The meeting adjourned at 8:42 p.m.

Respectfully submitted,

*Kelly Nega*

Kelly Nega, Village Clerk