

**VILLAGE OF CARPENTERSVILLE
BOARD OF TRUSTEES
REGULAR BOARD MEETING
April 2, 2013**

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 Rehberg, Teeter, Burroway, Schultz, McFeggan, Humpfer and President Ritter. Also present were Village Manager Rooney, Assistant Village Manager Wade, Attorney Rhodes, Police Chief Popp, Public Works Director Cole, Community Development Director Hock, Finance Director Haley, IT Director Goethals, Human Resource Director Mogren, Assistant Public Works Director/Village Engineer Gray and Deputy Police Chief Kilbourne.

The Pledge of Allegiance followed.

INVOCATION

Pastor Phil Zilinski from Fox Valley Baptist Church provided this evening's Invocation.

PUBLIC HEARING

TENTATIVE ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING MAY 1, 2013 AND ENDING APRIL 30, 2014

Trustee Humpfer moved to open the Public Hearing. Trustee Teeter seconded. Voice vote was unanimous.

Finance Director Haley provided an overview of details of the fiscal year 2013/2014 budget; through a PowerPoint presentation, information was detailed relative to Village expenditures, supporting revenues and efforts to continue working to maintain fund balance reserves set forth by established financial policies to address current needs and future expectations in a fiscally responsible manner. The budget has been prepared in accordance with Illinois State Statute, Village Municipal Code and generally accepted accounting principles. Director Haley proceeded to detail the presentation of information compiling the budget in its entirety including new projects, efficiencies that have been implemented and funding of the police and fire pension all of which is available on the Village's website and by hard copy that has been available in the Village Clerk's office.

Director Haley noted that the Local Shared Revenues received from the State could be affected in this fiscal year and will be monitored to address the impact a reduction could have at the local level. She stated the revenue from these sources is conservatively projected in the 2013/2014 budget.

Attorney Rhodes noted that all state statute requirements regarding proper notice have been complied with; a certification from the Daily Herald has been received indicating notice of the Public Hearing appeared in the Daily Herald on March 22, 2013.

Based upon Trustee Schultz's request, Manager Rooney provided information of the shared revenue or Local Distributive Fund, the Village receives from the State of Illinois and how implications of actions that could take place in Springfield could negatively impact the Village's projected revenue in the upcoming budget. Trustee Humpfer further discussed how important this revenue is to the Village's budget that is continuously being reduced and how the Village has had to reduce expenditures, primarily personnel to address this reduction in revenue. Trustee Humpfer provided details of the budget process that involved five budget sessions of approximately 25 hours with participation by the Audit and Finance Commission, Village Board and Village management staff that not only includes budget figures, but departmental achievements, goals and metrics that relate to

Village-wide goals. He commended all those who participated to achieve the budget as presented.

Trustee Humpfer moved to close the Public Hearing. Trustee Teeter seconded. Voice vote was unanimous.

PROCLAMATIONS, CONGRATULATORY RESOLUTIONS, AND AWARDS

Recognition of Fox Valley Baptist Church and Miller Funeral Home

Police Chief Popp acknowledged the Police Department Honor Guard and commended them for their dedication and exemplary service they provide by representing the Village and Police Department at various functions throughout the community. Police Officer Figueroa of the Honor Guard discussed the assistance that is provided by Pastor Phil and the Fox Valley Baptist Church and Mr. Tom Mullen from Miller Funeral Home who both allow the Guard to train at their respective facilities, without their assistance Officer Figueroa stated the Guard could not provide the level of service that they currently provide. Officer Figueroa read aloud the plaques presented to each recognizing them and thanking them for their commitment to the Honor Guard.

APPOINTMENTS, CONFIRMATIONS, AND ADMINISTRATION OF OATHS

Reappointment of Mr. John Sutfin to the Carpentersville Fire and Police Commission

Trustee Humpfer moved to approve the Reappointment of Mr. John Sutfin to the Carpentersville Fire and Police Commission. Trustee Teeter seconded. Vote: 6 – ayes (Rehberg, Teeter, Burroway, Schultz, McFeggan, Humpfer) 0 – nay. Motion passed.

PUBLIC COMMENT

The following people came forth to express their disappointment of the Police Department's policy that states the Police Officer liaison to Dundee-Crown High School must be rotated every three years. Currently, Officer Galason has been assigned to Dundee-Crown for not only three years, but for an additional two year extension. Public Comment speakers discussed how Officer Galason has made a positive impact on the students, primarily at-risk students and has improved image of the school. They requested the policy be reconsidered to allow Officer Galason to remain at Dundee- Crown to continue the positive impact and good he has accomplished.

1. Lynn McCarthy, Principal of Dundee-Crown High School
2. Aron Castoneda, a student that Officer Galason has positively impacted to turn his life around and asked the Board to reconsider Officer Galason's reappointment.
3. Gail Stone, who has several children that have attended Dundee-Crown and discussed the positive changes that have occurred at the school since Officer Galason has been liaison.

President Ritter noted the people who were in the audience that were present to express their support of the request for Officer Galason to remain as Police Officer Liaison at Dundee Crown.

Trustee McFeggan motioned to suspend the Rules of Decorum to further discuss this subject. Trustee Humpfer seconded. Voice vote was unanimous. Discussion continued.

CONSENT AGENDA

President Ritter asked if any Board Member wished to remove an item from the Consent Agenda for further review and discussion. Trustee Schultz requested that Item C. be removed.

Trustee Humpfer moved to approve A. Bills for Fiscal Year 2012 - 2013 Totaling \$867,120.54; B. Approval of the Minutes from the Regular Board Meeting of March 19, 2013; D. Resolution Accepting a Bid from Cargill, Inc. for the Purchase of Water Softening Salt for Fiscal Year 2013/14 in the Amount of \$83.00 per Ton; and E. Request from Salvation Army to Conduct Their Annual Donut Days and Red Kettle Campaign. Trustee Rehberg seconded.

Vote: 6 – ayes (Teeter, Burroway, Schultz, McFeggan, Humpfer, Rehberg) 0 – nay.

Motion passed.

Trustee Humpfer moved to adopt an Ordinance Granting a Special Use Permit to Allow a Retail Sales Business in the M – 1 Zoning District at 250 Williams Street. Trustee Teeter seconded.

Based upon recent amendments to the ordinance allowing a retail business in an industrial district along an arterial roadway, Trustee Schultz questioned if this type of use is what the amendments were intended for. Director Hock discussed the Planning and Zoning Commission's recommendation of the request to allow limited used car sales with only one car being allowed for display with any additional cars displayed on the side of the building behind the fencing. Discussion followed regarding the expected size of the car lot that will be predominately offered to tenants for storage of classic cars that owners are wishing to sell.

Vote on Motion: 6 – ayes (Burroway, Schultz, McFeggan, Humpfer, Rehberg, Teeter) 0 – nay.

Motion passed.

REPORTS OF MANAGER, OFFICERS, COMMITTEES AND STAFF

Discussion on Police Officer School Liaison

Manager Rooney stated that while personnel decisions are not made at the Village Board level their input is noted; however, administrative decisions regarding personnel are made at the Department Director's level.

Chief Popp stated the safety and security of every member of this community, especially the students, is at the paramount of importance to the Police Department and stressed this decision has not been entered into lightly. While Officer Galason is gold standard of what a Police Liaison should be the standard in most organizations is a three year rotation. Chief Popp provided details of the policy that is in place to provide this opportunity to the officers; the department does not want to become one-dimensional and its goal is to continue to offer various opportunities for the professional development of all the officers. He stated it is his responsibility to the Village Board, Police Department and residents to believe in and provide opportunities to the entire staff; he believes there are many officers who could provide the same level of service that Officer Galason has. The union contract dictates that the position is posted with qualified candidates being interviewed with all comments and input considered.

Tree City USA – Public Works Director Cole will provide a report on the Village of Carpentersville's receipt of this award

Director Cole stated that it has been an ongoing unwritten goal of the Village Board for the Village to pursue becoming a Tree City USA. He provided details of the four criteria the Village has met to qualify becoming a Tree City USA; to designate a department to be responsible for the trees throughout the Village, an individual must be specifically in charge to issue or deny permits to plant, remove or replace trees, a Community Tree Ordinance must be adopted that addresses tree diversity, preservation plans and rules regarding the replacement of trees and the Village must have a Community Forestry Program with an annual budget of approximately \$76,000 based upon the per capita of the Village with the Village expending \$107,000 in 2012 and the last requirement is the

Village must pass a Proclamation Celebrating Arbor Day. All requirements have been met leading to the Village receipt of the Tree City USA Award.

Director Cole commended Intern McGovern for his diligent efforts through the application process that lead to the Village receiving this award; both he and Director Cole attended a luncheon today to receive the award, flags and signage that will be on display at the Public Works Facility.

Director Cole noted the Arbor Day Celebration that is planned for April 26th ; fifteen trees will be planted that are made available from a grant that Intern McGovern has secured from United Air Lines. The Village Board commended both Director Cole and Intern McGovern for their work. President Ritter also recognized Trustee McFeggan for his efforts in the past four years that contributed to the Village receiving this award. Trustee McFeggan stated this is one more positive step that indicates how the Village Board and staff are changing the image of the Village and discussed those recent awards that the Village has received that indicates the positive direction the Village is moving in. Manager Rooney noted that there are 2,344 Ash trees that are located in the Village that need to be removed of which 836 have been removed and the amount of money that is needed to remove the trees and replace them; the current \$75,000 that is budgeted along with grant funding that will be received and grant opportunities applied for will provide assist in funding this project.

- Manager Rooney reiterated information that was previously discussed with the Board of his decision to appoint Police Chief Popp as the Village's Director of Public Safety. He provided details of the consideration that went into this decision noting that Acting Fire Chief Skillman was an advocate of the change in the paradigm of the departments with both departments agreeable to the change in reporting structure. He also noted this change would address a budget issue while not compromising the expertise or level of service provided to the community. President Ritter stated the Village is lucky to have two very qualified assistants, Deputy Police Chief Kilbourne and Assistant Fire Chief Skillman, this change enables a more efficient means to utilize both departments' command staffs.
- Per Manager Rooney's request, Community Development Director Hock provided an update on the status of the proposed Wal-Mart project. He briefly discussed the development process that was provided to Wal-Mart primarily items that would need to be submitted for the preliminary plan review and preliminary PUD process that Wal-Mart will have to proceed with to ensure the project proceeds in an efficient timely manner. Director Hock further provided an expected timeline of the process. Manager Rooney noted there has been a delay in the process due to Wal-Mart addressing issues with IDOT of the impact the project will have to traffic pattern.

Audit and Finance Commission

Trustee Humpfer noted the Commission's next meeting will be April 17th at 6:30 p.m. to discuss several general items. Trustee Humpfer commended Director Haley on her budget presentation this evening.

Park Commission

Trustee Schultz noted the Commission's next meeting is Monday, April 8th at 6:30 p.m. at the Public Works Facility. The upcoming Arbor Day event will be discussed and Trustee Schultz will provide detailed information at the next Village Board Meeting.

Business Development Commission

Trustee Teeter noted the Commission's next meeting is Tuesday, April 23rd at 6:30 p.m. at the Public Works Facility. The following items were discussed at the Commission's recent meeting:

- Local businesses that have recently opened or redeveloped will be visited to receive feedback on their experience through the development process.
- A guest speaker who assists municipalities in implementing a planned project and find funding sources for the project will attend the April 23rd meeting He will visit with the BDC to determine those items in the Old Town Plan that can be implemented. Trustee Teeter discussed efforts by President Ritter and Assistant Manager Wade to include the County in certain discussions relative to the riverfront.

NEW BUSINESS

Consideration of a Resolution Adopting Certain Financial Management Policies

Trustee Rehberg moved to pass a Resolution Adopting Certain Financial Management Policies. Trustee Humpfer seconded.

Although adoption of these policies would have no fiscal impact, Manager Rooney stated establishing or modifying certain financial policies has been an ongoing process of the Audit and Finance Commission. This request would adopt a Debt Policy, Fixed Asset Policy and a Journal Entry Policy; while these are Finance Department specific, adoption would enable a more current, efficient and streamlined manner to effectively administer financial management guidelines and internal controls.

Vote on Motion: 6 – ayes (Schultz, McFeggan, Humpfer, Rehberg, Teeter, Burroway) 0 – nay.
Motion passed.

TRUSTEE REPORTS

Trustee McFeggan had the following report:

- He stated his support of the Police Department Rotation Schedule and concurred with comments made by Police Chief Popp of the benefits that rotation of the officers has to community relationships and career growth for the officers.
- Trustee McFeggan noted the email that all Village Board members received from a resident requesting the Board to reconsider the ordinance that addresses home day care businesses and the limitations of the number of children that are allowed that is below the State's allowance.

Trustee Humpfer had the following report:

- He reminded residents that they can vote early until Friday to cast a ballot for the April 9th Consolidated Election and encouraged residents to vote on Tuesday for the Village Board seats up for re-election. He noted how informative the candidate forums have been and the good candidates that are running for office.
- He also noted that the Public Works Department is moving forward with the Tree Project; currently they are grinding stumps and filling holes to ready the ground for tree planting. Trustee Humpfer commended the Public Works Department for their clean-up work after they complete the grinding.
- While he appreciates comments made earlier this evening through Public Comment of the impact one of the staff members has had on the community; he believes there are other officers that could have the same positive impact as Officer Galason has had. Trustee Humpfer discussed the issues and concerns that have been addressed that have been brought to the Village Board's attention and working with the staff has had a positive impact to the community. However, he encouraged the residents to follow the proper protocol to express their concerns.

Trustee Rehberg had the following report:

- He appreciated Police Chief Popp's explanation this evening of the officer rotation policy and clarified why the policy is in place and noted comments made earlier of the positive relationship between the community and Village staff.
- Trustee Rehberg commended staff for the creation of the Public Safety Director; it is an excellent innovative way to save taxpayer dollars while maintaining the current level of service. This is the type of creativity that needs to be explored with the Village's current budget constraints.

Trustee Teeter had the following report:

- As part of a Northwest Municipal Conference event, she represented the Village by attending the State Senate Hearings in Springfield on Pension Reform and Shared Revenue Funds and provided an update of legislature that the NWMC has sponsored. Trustee Teeter detailed discussions they had with State Senators relative to the State budgetary issues that could greatly impact municipalities at the local level.
- She thanked Chief Popp for willing to become the Public Safety Director of the Village and commended both the Fire and Police Deputy Chiefs, their knowledge and expertise will lend toward the success of the consolidation of the departments.
- Trustee Teeter concurred with comments made of the police officer rotation policy and believes there are many other officers who can make a positive impact on the community.
- She congratulated the Village on becoming a Tree City USA.
- Trustee Teeter attended the Moose Lodge's Fish Fry to support their fundraising activities.

Trustee Burroway had the following report:

- He thanked Trustee Teeter for representing the Village in Springfield.
- Trustee Burroway discussed the importance for residents to vote in the April 9th Consolidated Election to vote for local public officials.
- He further discussed the manner in which the image of the Village has greatly improved and the positive direction the Village is moving in.

Trustee Schultz had the following report:

- She also congratulated Chief Popp on his new assignment, while it is a daunting task, Trustee Schultz is confident that he will do a great job along with the qualified staff he has to assist in the success of the consolidation. She commended Chief Popp for his confidence in his staff, which he indicated his belief there is potential in other officers who could have the same positive impact.

President Ritter had the following report:

- He and Assistant Manager Wade met with Representative Farnham to discuss public safety legislation and the impact it has to local governments relative to the Police and Fire Pensions.
- President Ritter participated in Westfield School's Career Day and had the opportunity to speak on

public service and public accountability relative to government activities.

- He thanked all the Carpentersville Village Board candidates for positive campaigning; no negative statements were made regarding other candidates.
- President Ritter stated how the image of the Village gets changed one act at a time and discussed those positive items on this evening's agenda that indicates the Village is moving forward in a positive manner.

EXECUTIVE SESSION

Trustee Rehberg moved to adjourn to Executive Session 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 negotiation 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. Trustee Teeter seconded. Voice vote was unanimous to adjourn to Executive Session.

The Board adjourned to Executive Session at 8:45 p.m.

The Board reconvened at 10:02 p.m.

ADJOURNMENT

As there was no further business, Trustee Teeter moved to adjourn the meeting. Trustee McFeggan seconded. Voice vote was unanimous.

The meeting adjourned at 10:04 p.m.

Respectfully submitted,

Therese Wilde, Village Clerk