



Village of Maple Park

302 Willow Street ♦ P.O. Box 220 ♦ Maple Park, Illinois 60151

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Approved by the Personnel Committee
on September 19, 2017.
Received & Filed by the Board of
Trustees on October 3, 2017.

PERSONNEL & COMMUNICATIONS COMMITTEE MEETING MINUTES

Tuesday, July 18, 2017

7:00 p.m.

Village of Maple Park

302 Willow Street, Maple Park, IL, 60151

1. MEETING CALL TO ORDER AND ROLL CALL

Chairman JP Dries called the meeting to order at 7:00pm.

Terri D'Amato called the roll call and the following Committee members were present: Trustee Dries, Trustee Dalton, Trustee Harris.

Others present: Trustee Chris Higgins, Trustee Appointee Bart Shaver.

2. PUBLIC COMMENTS – *Any resident wishing to address the Committee may do so according to the Rules of Public Comment and should register with the Village Clerk prior to the meeting.*

Trustee Higgins indicated that restrictions regarding parking RV's, boats, and trailers would make it unavailable to those residents residing in townhomes and condos.

3. APPROVAL OF MEETING MINUTES

- June 20, 2017

Trustee Harris made a motion to approve the meeting minutes, seconded by Harris. Motion carried by aye vote. Aye: Dries, Dalton, Harris. Nay: None. Absent: None. (3-0-0)

4. PUBLIC WORKS JOB DESCRIPTION AND POSTING

The committee reviewed current Maple Park job description and added some suggestions from descriptions from other municipalities. Chairman JP Dries said that he would incorporate those suggestions into the current job description and bring it back to the committee for review and approval at next meeting.

5. HANDBOOK REVIEW AND JOB PERFORMANCE PROCESS

The committee reviewed the Performance Evaluations section as outlined in the current Employee Handbook. Consensus was to amend the evaluation period from January 1st to December 31st, with all employee evaluations to be completed no later than January 31st. Department Heads would then bring salary increases to Finance committee for budget review.

6. ORDINANCE REVIEW

- Ordinance 2017-09 – An ordinance amending Title 11 “Zoning Regulations,” Chapter 9 “Special Regulations,” Subsection 3 “Additional Parking Regulations,” of the Village Code of the Village of Maple Park, Illinois

After much discussion, Trustee Harris made a motion to move the ordinance to the full Board for approval, with the inclusion of 572 Elizabeth under Section 1, 3 (h), seconded by Trustee Dalton. Motion carried by roll call vote. Aye: Dries, Dalton, Harris. Nay: None. Absent: None. (3-0-0)

- Ordinance 2017-11 – An ordinance amending Title 11 “Zoning Regulations,” Chapter 2 “General Provision,” Subsection 3 “Accessory Building and Uses,” F. Prohibited Accessory Building,” of the Village Code of the Village of Maple Park, Illinois

Committee consensus was to pull ordinance since definitions have been updated already.

- Ordinance 2017-13 – An ordinance amending Title 7 “Motor Vehicles and Traffic,” Chapter 4 “Parking Regulations,” Subsection 3 “Trailer Parking Prohibited,” of the Village Code of the Village of Maple Park, Illinois

Committee consensus was to pull ordinance since definitions have been updated already.

7. DISCUSSION ON NEW POLICE VEHICLE

The committee discussed the possibility of purchasing a new police vehicle. The committee came to the consensus that the vehicle would need to be financed. It was suggested to move the Expedition to a reserve role, to be used by the police sergeant. Chairman Dries advised that the Sheriff’s department will bring over a car and an SUV sometime in August to be reviewed by the police department. Chairman Dries said he would invite Chief Ayala to next meeting for his feedback and input.

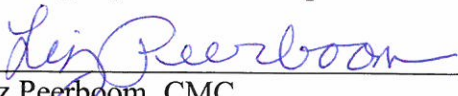
8. OTHER ITEMS

Suggestion made to consider a PT Code Enforcement employee for next budget review.

9. ADJOURNMENT

Trustee Harris made a motion to adjourn the meeting, seconded by Trustee Dalton. Motion carried by voice vote. Motion carried by voice vote.

Meeting adjourned at 8:13pm



Liz Peerboom, CMC
Village Clerk

Committee Members: Trustee JP Dries, Chair; Trustee Kristine Dalton; Trustee Brandon Harris