



# Village of Maple Park

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

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Approved by the Village of Maple Park  
Board of Trustees on 11-3-16.

**BOARD OF TRUSTEES MEETING MINUTES  
TUESDAY, OCTOBER 6, 2015  
7 P.M.  
MAPLE PARK CIVIC CENTER  
302 WILLOW STREET, MAPLE PARK**

**1. CALL TO ORDER**

Village President Kathy Cutis called the meeting to order at 7:00 p.m.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL/QUORUM ESTABLISHED**

Village Clerk Liz Peerboom called the roll call and the following Board members were present: Village President Kathy Curtis, Trustee Chris Higgins, Trustee JP Dries, Trustee Kristine Dalton, Trustee Luke Goucher, Trustee Valarie Massa and Trustee Terry Borg.

Others present: Village Accountant Cheryl Aldridge, Police Chief Mike Acosta, Public Works Director Mike Miller Village Engineer Jeremy Lin, and Village Clerk Liz Peerboom.

**4. MOMENT OF SILENCE FOR THE PASSING OF FORMER VILLAGE PRESIDENT RAYMOND MCADAMS.**

President Curtis asked for a moment of silence to mark the death of former Village President Raymond McAdams.

**5. DONATION RECOGNITION**

*Recognition of residents who collected donations to purchase a game for the Police Department Drop-In Center.*

President Curtis advised the Board that two residents, Skylar Martin and Maggie Harig, took it upon themselves to collect donations for the Maple Park Police Department Drop-In Center. President Curtis said that the donations are being used to purchase games for the Drop-In Center and she presented the girls with Certificates of Appreciation. Board and staff gave the girls a round of applause.

**6. PUBLIC COMMENTS** – *Any resident wishing to address the Board may do so according to the guidelines set forth in the "Rules for Public Comments at Public Meetings" handout. Please complete a speaker request form and submit it to the Village Clerk.*

Dennis Beckman talked about a drainage issue at 415 N. Broadway and asked if the village could do something for him. President Curtis advised the Board that Mr. Beckman had spoken to the Village Engineer. Public Works Director Mike Miller advised that they did fix the tile in that area and fixed a part of the problem. Both Mr. Miller and Village Engineer Jeremy Lin advised that they will be looking into this problem to come up with a possible solution.

Roger Kahl thanked the village for helping out with Fun Fest and the golf cart parade.

## **7. MOTION TO APPROVE CONSENT AGENDA / ADDITIONS-DELETIONS**

### **CONSENT AGENDA – OMNIBUS VOTE**

All items listed on the Consent Agenda will be enacted by one motion. There will be no separate discussion of these items unless requested by a Board member, in which event the item(s) will be removed from the Consent Agenda. Prior to a vote on the Consent Agenda, members of the public may request that a Trustee have an item removed from the Consent Agenda.

- a) Approval of Board Minutes
  - Board Meeting – September 1, 2015
- b) Receive and File
  - Personnel Committee Meeting Minutes August 11, 2015
  - Water Report for August 2015
- c) Acceptance of Cash and Investment Report as of August 31, 2015
- d) Approval of Bills Payable and Manual Check Register # 736

ACCOUNTS PAYABLE:	\$94,673.13
MANUAL CHECKS:	32,079.24
TOTAL:	<u>\$126,752.37</u>

President Curtis advised that the meeting minutes from the Board meeting of September 1, 2015 are being removed from the Consent Agenda at the request of Trustee Terry Borg. Trustee Goucher made a motion to approve the Consent Agenda with a removal of the minutes of the September 1, 2015 Board meeting, seconded by Trustee Dries. Motion carried by roll call vote. Aye: Borg, Dries, Goucher, Massa, Dalton, Higgins. Nay: None. (6-0-0)

## **8. FINANCIAL REPORT**

President Curtis advised that Village of Maple Park has stopped receiving MFT funding and gambling funds from the State of Illinois. Trustee Chris Higgins asked if the village could issue a resolution telling that we would revoke gambling licenses

while the village is not getting funding. President Curtis advised that the business owners would be upset about that and Trustee Higgins advised that it may motivate the business owners to step in and ask the state to pay the funds. Several Trustees were concerned about the resolution being a detriment to businesses in Maple Park. Village Attorney Kevin Buick agreed that this resolution would probably be met with resistance from the local business owners.

President Curtis also asked about the pumped-to-bill report. Village Accountant Cheryl Aldridge advised that it has gotten better. Mr. Miller advised that there was a significant leak in a business downtown that was fixed, and that may have helped.

Trustee Higgins talked about the significance of hydrant flushing to the report.

Trustee Borg asked about the leak that was found. Mr. Miller advised that the leak was before the meter but on the owner's property.

Trustee Borg asked about the tree trimming expense on the warrant list. Ms. Aldridge advised that that was part of the \$10,000 that was budgeted. Trustee Goucher asked if 205 Elm got trimmed, because a resident requested that at the last meeting. Mr. Miller advised that it was trimmed.

Trustee Goucher asked about the tuckpointing. Mr. Miller advised that the structural engineer took a look and the news was better than anticipated.

## **9. LEGAL REPORT**

Village Attorney Kevin Buick discussed a possible annexation disconnection of the property that is known as the Lockwood property on the north end of Maple Park. Mr. Buick identified some criteria that the Board will need to know in order to go through this process. He also advised that the disconnection process will come entirely before the Board of Trustees.

Trustee Borg asked if the same rules were allowed for Mr. Lockwood as was allowed for Mr. Diehl. President Curtis advised that the same rules do not apply to this property because it is not written in the Lockwood Annexation Agreement, like it was in the Diehl Annexation Agreement.

Trustee Borg asked if the Board could go through a Zoning Board of Appeals process, Mr. Buick advised that the Board could not do that. Trustee Borg said that he would like to address the grievances that Mr. Lockwood had.

## **10. POLICE DEPARTMENT REPORT**

Trustee Higgins talked about a new law regarding body cameras. He advised that at this point there is no body camera that meets the state standards for body cameras.

Trustee Goucher thanked Chief Acosta for the Crazy Quail event and said that he did a good job staying on budget.

#### **11. PUBLIC WORKS REPORT**

Public Works Director Mike Miller advised that there will be more plowing required because of the acceptance of the Heritage Hills subdivision. President Curtis said that she would like to advocate that Mike Miller to be allowed advertise, recruit and hire a snow plowing employee, adding that this would be a seasonal, part-time position. Trustee Borg asked if it is funded. Ms. Aldridge advised that it would come from the Streets budget this year and then she would add a line item for next budget year. Consensus was to allow the Public Works Director to recruit and hire a seasonal, part-time snow plow employee. Trustee Higgins suggested also putting up snow fences.

Mr. Miller asked to purchase a snow bucket for his skid loader. This item can be covered by the budget approximately \$2,000 and the Board agreed to allow him to move forward with the purchase.

Mr. Miller also discussed the arrangement made for salt, after losing the contract with Hintzsche when they re-organized.

Mr. Miller also talked about the one-ton dump truck and the need to replace it next budget season. Trustee Goucher asked how much it would cost for the dump truck. President Curtis said it would be about \$20,000, but Mr. Miller advised that he would try to keep it under \$12,000.

#### **12. ENGINEERING REPORT**

Village Engineer advised that there is a final pay that will be coming up for the paving project. He also advised that he has been continuing to work with the Infrastructure Committee.

#### **13. COMMITTEE REPORTS**

- Personnel & Communications – JP Dries, Chair

Trustee Dries advised that the next committee meeting will be on October 20<sup>th</sup>. He advised that there were about 20 resumes received for the part-time IT Administrator position; and there will be a representative from a tech company at the next committee meeting to make a presentation on what they offer. Trustee Dries also said that the committee is working on changes to the employee handbook, which includes the drug testing policy. Trustee Dries discussed the Blackboard Connect survey. He advised that there are 435 Blackboard Connect users, and there were 35 surveys received. Most are comfortable receiving the messages about village activities and emergency messages. However, social events only needed to be announced on social media. He will draft a policy to this effect. He also talked about adding an organizational chart to the employee



handbook, to which President Curtis advised that she will email the current organizational chart to Trustee Dries.

- Finance & Public Relations & Development – Terry Borg, Chair

Trustee Borg advised that the committee met on September 8, and discussed Civic Center Rental Policies. He advised that the committee will continue looking at the policies and the usage of the facilities. He added that the committee will be gearing up for the budget and would like the Village Accountant to attend the next Finance meeting.

- Infrastructure – Luke Goucher, Chair

Trustee Goucher advised that there was no meeting this in September. He advised that the committee is working on the maintenance plan, Phase III punch list and grant funding.

#### **14. OLD BUSINESS**

#### **15. NEW BUSINESS**

##### **a) ORDINANCES**

##### **Ordinance 2015-15 Amending Section 7-5-2 “No Parking Generally”**

AN ORDINANCE AMENDING TITLE 7, CHAPTER 5, SECTION 2 “NO PARKING GENERALLY,” OF THE MAPLE PARK VILLAGE CODE

This ordinance amends the code by removing 2 paragraphs in the code regarding no parking during construction of homes at certain times and outlining certain streets in Heritage Hills.

Trustee Goucher made a motion to approve Ordinance 2015-15 “Amending Section 7-5-2 “No Parking Generally,” seconded by Trustee Higgins.

Trustee Borg made a motion to table this ordinance and send it to committee for review, the motion died for lack of a second.

Trustee Borg advised that he has done a lot of work on parking and this ordinance does not cover the changes that need to be made. President Curtis advised that this ordinance simply updates the section of the code by removing references to the parking during construction of the subdivision.

The Board discussed this ordinance and the possibility of sending it to committee for review, but decided against it.

After a lengthy discussion, the motion carried by roll call vote. Aye: Dries, Goucher, Massa, Dalton, Higgins. Nay: Borg. Absent: None. (5-0-0)

## **16. VILLAGE PRESIDENT REPORT**

None.

## **17. TRUSTEE REPORTS**

Trustee Borg discussed Committee Meeting schedules. Trustees Dalton and Massa said they would like to have them on one night. Trustee Goucher advised that it is too hard to get anything done when you have two meetings on one night. Trustee Goucher advised that individual nights are more productive and Trustee Dries said that he agrees. Trustee Dalton asked about going back to the Committee of the Whole meeting. President Curtis advised that over the last two year, the consensus was that more work could be done in the individual committee meetings.

The Board discussed different types of meetings that would resemble a Committee of the Whole. President Curtis advised that she has no intention to go back to a Committee of the Whole. Trustee Borg noted that President Curtis was not attending committee meetings. President Curtis acknowledged that she will not be attending the committee meetings. Adding further, committee meetings enacted balance the work load among all the members of the Board. As Village President, she attends monthly Metro West meetings, as well as county meeting and school district meetings.

Trustee Borg asked that the Village President not circumvent the committee process, President Curtis responded with the request that the committees work on items and get them to the agenda.

Village Account Cheryl Aldridge advised that if the Village Clerk is not available for meetings, she can schedule herself for the committee meetings if necessary.

## **18. EXECUTIVE SESSION – Review of Closed Session Minutes 5 ILCS 120/2(21)**

Trustee Goucher made a motion to go into Executive Session for the purpose of reviewing Closed Session Minutes as provided by Section 5 ILCS 120/2(21), seconded by Trustee Dalton. Motion carried by roll call vote. Aye: Goucher, Massa, Dalton, Higgins, Borg, Dries. Nay: None. (6-0-0)

The meeting was closed to the public at 8:25 p.m.

The meeting was re-opened to the public at 8:35 p.m.

Trustee Borg made a motion to approve the Closed Session meeting minutes from February 3, 2015 and July 7, 2015, seconded by Trustee Goucher. Motion carried by roll call vote. Aye: Massa, Dalton, Higgins, Borg, Dries, Goucher. Nay: None. (6-0-0)

Trustee Dalton made a motion to open to the public the Closed Session meeting minutes of February 3, 2015 and July 7, 2015, seconded by Trustee Higgins. Motion carried by roll call vote. Aye: Dalton, Higgins, Borg, Dries, Goucher, Massa. Nay: None. (6-0-0)

## **19. MATTERS REFERRED FROM EXECUTIVE SESSION**

### **a) RESOLUTION 2015-08 Destruction of Closed Session Audio Recordings**

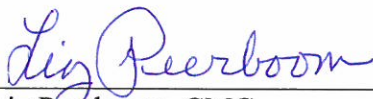
A RESOLUTION AUTHORIZING THE DESTRUCTION OF AUDIO RECORDINGS OF CLOSED SESSION MEETINGS.

Trustee Dalton made a motion to approve Resolution 2015-08 "AUTHORIZING THE DESTRUCTION OF AUDIO RECORDINGS OF CLOSED SESSION MEETINGS," seconded by Trustee Borg. Motion carried by roll call vote. Aye: Higgins, Borg, Dries, Goucher, Massa, Dalton. Nay: None. (6-0-0)

## **20. ADJOURNMENT**

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

Meeting adjourned at 8:39 p.m.



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Liz Peerboom, CMC  
Village Clerk