



# Village of Maple Park

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

Village Hall: 815-827-3309

Fax: 815-827-4040

Website: <http://www.villageofmaplepark.com>

Approved by the Village of Maple Park  
Board of Trustees on 01/05/16.

**BOARD OF TRUSTEES MEETING MINUTES  
TUESDAY, DECEMBER 1, 2015  
IMMEDIATELY FOLLOWING THE TAX LEVY  
PUBLIC HEARING AT 7 P.M.  
MAPLE PARK CIVIC CENTER  
302 WILLOW STREET, MAPLE PARK**

**1. CALL TO ORDER**

Village President Kathy Curtis called the meeting to order at 7:02 p.m.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL/QUORUM ESTABLISHED**

Deputy Clerk Cheryl Aldridge 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 Attorney Kevin Buick, Police Chief Mike Acosta, Public Works Director Mike Miller, Village Engineer Jeremy Lin, and Deputy Clerk Cheryl Aldridge.

**4. 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.*

None

**5. 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 – November 3, 2015
- Special Meeting – November 21, 2015

**b) Receive and File**

- Personnel & Communications Committee Meeting Minutes October 20, 2015
- Finance and Public Relations & Development Committee Meeting Minutes September 8, 2015
- Infrastructure Committee Meeting Minutes August 25, 2015
- Water Report for October 2015

**c) Acceptance of Cash and Investment Report as of October 31, 2015**

**d) Approval of Bills Payable and Manual Check Register # 738**

ACCOUNTS PAYABLE:	\$41,663.43
MANUAL CHECKS:	61,522.54
TOTAL:	<u>\$103,185.97</u>

**e) Approval of Appointment to the Planning Commission.**

- Brandon Harris, 4-year term expiring April 30, 2018

Trustee Goucher made a motion to approve the consent agenda, seconded by Trustee Higgins. Motion carried by roll call vote. Aye: Borg, Dries, Goucher, Massa, Dalton, Higgins. Nay: None. Absent: None. (6-0-0)

**6. FINANCIAL REPORT**

Trustee Borg comments about the pumped to billed statistics that were included this month being at 91%.

**7. LEGAL REPORT**

No questions regarding legal report.

**8. POLICE DEPARTMENT REPORT**

Trustee Borg asked Chief Acosta about the radio issues he is dealing with currently, and the need for an antenna to be added to the water tower.

**9. PUBLIC WORKS REPORT**

Trustee Borg asked Mike Miller about the snow removal. He requested that he meets with the snow plow staff regarding follow up from the snow plow removal.

Mike Miller also explained a repair that was necessary at the Lift Station.

**10. ENGINEERING REPORT**

Jeremy Lin is working with the infrastructure committee.

## **11. COMMITTEE REPORTS**

- Personnel & Communications – JP Dries, Chair

Trustee Dries reported that they are finishing up the employee handbook, working on a drug policy, and working on a communications policy.

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

The committee met to prepare for the developer's meeting.

Trustee Borg reported that they will be looking at budgeting at the next meeting on December 15, 2015.

- Infrastructure – Luke Goucher, Chair

Trustee Goucher did not have an update.

## **12. OLD BUSINESS**

## **13. NEW BUSINESS**

### **MOTIONS**

- **MOTION TO CONSIDER CLOSING OUT THE ESCROW ACCOUNT FOR HERITAGE HILLS IN THE AMOUNT OF \$7,679.85.**

Motion failed for lack of a motion or a second.

- **MOTION TO APPROVE THE PURCHASE OF A TRUCK AND PLOW NOT TO EXCEED \$15,000.**

Trustee Massa made a motion to approve the purchase of a truck and plow not to exceed \$15,000, seconded by Trustee Dries.

Trustee Goucher summarized the need for a truck and plow. He requests that the motion be modified to be not to exceed \$25,000. There was a brief discussion of the motion.

Trustee Massa made a motion to amend the motion to approve the purchase of a truck and plow not to exceed \$25,000, seconded by Trustee Dries.

Motion carried by roll call vote. Aye: Massa, Dalton, Goucher, Dries, Borg, Higgins. Nay: None. Absent: None. (6-0-0)

## **RESOLUTIONS**

- **RESOLUTION 2015-11 LIBRARY LEASE**

AUTHORIZING THE VILLAGE PRESIDENT TO EXECUTE LEASE AGREEMENT WITH THE MAPLE PARK PUBLIC LIBRARY DISTRICT.

Trustee Borg made a motion to approve Resolution 2015-11, seconded by Trustee Higgins.

No discussion.

Motion carried by roll call vote. Aye: Massa, Dalton, Goucher, Dries, Borg, Higgins. Nay: None. Absent: None. (6-0-0)

- **RESOLUTION 2015-12 SETTING THE MEETING DATES**

A RESOLUTION ESTABLISHING THE DATES AND TIMES FOR 2016 MEETINGS OF THE BOARD OF TRUSTEES OF THE VILLAGE OF MAPLE PARK, COUNTIES OF KANE AND DEKALB, ILLINOIS.

Trustee Borg made a motion to approve Resolution 2015-12, seconded by Trustee Goucher.

No discussion.

Motion carried by roll call vote. Aye: Massa, Dalton, Goucher, Dries, Borg, Higgins. Nay: None. Absent: None. (6-0-0)

- **RESOLUTION 2015-13 LINTECH ENGINEERING, INC. AGREEMENT**

A RESOLUTION AUTHORIZING THE VILLAGE PRESIDENT OR HER DESIGNEE TO APPROVE AN AGREEMENT WITH LINTECH ENGINEERING, INC. FOR ENGINEERING SERVICES.

Trustee Goucher made a motion to approve Resolution 2015-13, seconded by Trustee Massa.

No discussion.

Motion carried by roll call vote. Aye: Massa, Dalton, Goucher, Dries, Borg, Higgins. Nay: None. Absent: None. (6-0-0)

## **ORDINANCES**

### **• ORDINANCE 2015-16 TAX LEVY**

AN ORDINANCE FOR THE LEVY AND COLLECTION OF TAXES FOR THE VILLAGE OF MAPLE PARK, KANE AND DEKALB COUNTIES FOR THE FISCAL YEAR COMMENCING MAY 1, 2015 AND ENDING APRIL 30, 2016.

Trustee Goucher made a motion to approve Ordinance 2015-16, seconded by Trustee Borg.

No discussion.

Motion carried by roll call vote. Aye: Massa, Dalton, Goucher, Dries, Borg, Higgins. Nay: None. Absent: None. (6-0-0)

## **14. VILLAGE PRESIDENT REPORT**

President Curtis reported that the Planning Commission Chairman Art Maercker is planning on giving up his seat when his current term is up on April 30, 2016 if the Board can find someone to fill it. We will need one more person to fill the planning commission seats.

President Curtis also reported that the Developer's Meeting was good and there was one follow up item that has been looked into so far. She had a discussion with Yorkville regarding their building stipend program. President Curtis then looked to the Trustees to determine what we need to do next. We need to set sewer rates by next August. We need to market our building rates and updating our marketing brochure.

## **15. TRUSTEE REPORTS**

Trustee Dalton mentioned that we need incentives to get the first wall built. We need to come up with possibly several incentive or we will sit there without movement.

President Curtis mentioned that we need to find a way to fund incentives.

President Curtis plans to set up an Economic Development Meeting after the first of the year.

Trustee Higgins comments that it would be helpful to develop an email list for forwarding marketing information.

Trustee Goucher mentioned that are permit costs were high, now we are competitive.

Trustee Dalton asked about the garbage billing and if Waste Management would bill residents directly. They currently will not.

Trustee Goucher reminded everyone that the Family Fund Raffle will be on Saturday.

**16. ADJOURNMENT**

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

Meeting adjourned at 7:36 p.m.

  
Cheryl Aldridge  
Deputy Clerk