

Village of Maple Park

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

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Approved by the Maple Park Board of Trustees on January 2, 2018.

BOARD OF TRUSTEES MEETING MINUTES TUESDAY, DECEMBER 5, 2017 IMMEDIATELY FOLLOWING THE PUBLIC HEARING MAPLE PARK CIVIC CENTER 302 WILLOW STREET, MAPLE PARK

1. CALL TO ORDER

Village President Kathy Curtis called the meeting to order at 7:03 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 JP Dries, Trustee Bart Shaver, Trustee Brandon Harris, Trustee Luke Goucher, Trustee Chris Higgins. Absent: Trustee Kristine Dalton (arrived late).

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

4. PROCLAMATIONS

PROCLAMATION 2017-04 MARIE STOVER

RECOGNIZING AND HONORING MARIE STOVER ON THE OCCASION OF HER 90^{TH} BIRTHDAY

President Kathy Curtis read the Proclamation. She added that she had the honor of attending Mrs. Stover's 90th birthday party and Mrs. Stover was very happy that she presented the Proclamation to her. Mrs. Stover is proud to call herself the oldest living resident in Maple Park.

Trustee Dalton arrived at 7:04 p.m.

5. 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.

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John Peloso, HD Rockers, spoke about getting permission to stay open until 1 a.m. on New Year's Eve.

6. 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 7, 2017
 - Public Hearing April 4, 2017, 2017
- b) Receive and File
 - Personnel and Communications Committee October 17, 2017, Special Meeting November 7, 2017
 - Finance and PR&D Committee September 26, 2017 and October 31, 2017
- c) Acceptance of Cash and Investment Report as of October 31, 2017
- d) Approval of Bills Payable and Manual Check Register #762

ACCOUNTS PAYABLE:	\$21,616.31
MANUAL CHECKS:	46264.65
TOTAL:	\$67,880.96

- e) Approval of Travel, Meals, Lodging for Elected Officials /Employees
 - 1. Metrowest Council of Government November 2017 Board Meeting (includes meal), \$35 for Kathy Curtis, Village President (included on warrant list).
 - 2. Metrowest Council of Government 2017 Annual MWCOG Meeting and Business Partner Appreciation Dinner (includes meal), \$50 for Kathy Curtis, Village President (included on warrant list)

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

7. FINANCIAL REPORT

No questions.

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8. LEGAL REPORT

Trustee Higgins asked about a Special Use permit application that was mentioned in the Legal Report. President Curtis advised that the petition was received and the Clerk is in the process of scheduling a public hearing.

9. POLICE DEPARTMENT REPORT

No questions.

10. PUBLIC WORKS REPORT

Trustee Dries asked about a water leak on Main. Public Works Director Mike Miller said they had to replace a rotted part. Trustee Higgins asked about the water control board. Village Engineer Jeremy Lin advised that the part has been ordered.

11. ENGINEERING REPORT

Mr. Lin advised that the installation of the new guard rail to the bridge in Squires Crossing will begin this week.

12. COMMITTEE REPORTS

- Personnel & Communications JP Dries, Chair None.
- Finance & Public Relations & Development Luke Goucher, Chair None.
- Infrastructure Brandon Harris, Chair None

13. OLD BUSINESS

None.

14. NEW BUSINESS

A. CONSIDERATIONS

None.

B. MOTIONS

1. MOTION TO ADJUST THE SEWER CHARGE FOR ACCOUNT #0060014200 IN THE AMOUNT OF \$63.09 AND PENALTY ASSESSED.

Trustee Goucher made a motion to adjust the sewer charge for account

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#0060014200, in the amount of \$63.09, and penalty assessed, seconded by Trustee Harris. Motion carried by roll call vote. Aye: Goucher, Harris, Dalton, Higgins, Shaver, Dries. Nay: None. Absent: None. (6-0-0)

2. MOTION TO APPROVE THE RENTAL RATE OF \$275.00 PER MONTH FOR THE NORTH-WEST OFFICE IN THE CIVIC CENTER.

Trustee Goucher made a motion to approve the rental rate of \$275.00 per month for the North-West office in the Civic Center, seconded by Trustee Dries. Motion carried by roll call vote. Aye: Harris, Dalton, Higgins, Shaver, Dries, Goucher. Nay: None. Absent: None. (6-0-0)

3. MOTION TO APPROVE SECURITY CAMERAS PURCHASE (SET OF 5 CAMERAS) IN THE NOT TO EXCEED AMOUNT OF \$550.00 FROM AMAZON.

Trustee Goucher made a motion to approve Security Cameras purchase (set of 5 cameras) in the not to exceed amount of \$500 from Amazon, seconded by Trustee Dalton. Motion carried by roll call vote. Aye: Dalton, Higgins, Shaver, Dries, Goucher, Harris. Nay: None. Absent: None. (6-0-0)

4. MOTION TO THE PURCHASE OF A SMART LOCK SET FOR THE GYM IN THE NOT TO EXCEED AMOUNT OF \$260.00.

Trustee Goucher made a motion to approve the purchase of a Smart Lock Set for the gym in the not-to-exceed amount of \$260.00, seconded by Trustee Higgins. Motion carried by roll call vote. Aye: Higgins, Shaver, Dries, Goucher, Harris, Dalton. Nay: None. Absent: None.

5. MOTION TO APPROVE THE PURCHASE OF THE iRECYCLING KIT 55 IN THE AMOUNT OF \$109.95

Trustee Goucher made a motion to purchase the iRecycling Kit 55, in the not to exceed amount of \$109.95, seconded by Trustee Shaver.

Trustee Dalton had questions about when the kit would come and would it be available for the Christmas season, as a lot of batteries are consumed during the holidays. Village Clerk Liz Peerboom advised that it would be ordered right away and she assumed that it would arrive well before Christmas.

After a brief discussion, Motion carried by roll call vote. Aye: Shaver, Dries, Goucher, Harris, Dalton, Higgins. Nay: None. Absent: None. (6-0-0)

ADDED 6. MOTION TO APPROVE THE OFFER OF EMPLOYMENT TO A NEW POLICE CHIEF.

Trustee Harris made a motion to approve the offer of employee to a new police chief, seconded by Trustee Dries. Motion carried by roll call vote. Aye: Dries, Goucher, Harris, Dalton, Higgins, Shaver. Nay: None. Absent: None: (6-0-0)

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C. ORDINANCES

1. ORDINANCE 2017-23 ANIMAL RELATED BUSINESSES

AN ORDINANCE AMENDING TITLE 6, "POLICE REGULATIONS," CHAPTER 2, "ANIMAL CONTROL," SECTION 4 "ANIMAL RELATED BUSINESSES," OF THE MAPLE PARK VILLAGE CODE

This ordinance removes the requirement that the Clerk will issue a permit. The Planning Commission held a Public Hearing on Thursday, November 30, 2017, to discuss this issue and agreed that this should be a Special Use Permit in residential areas.

Trustee Goucher made a motion to approve Ordinance 2017-23, "AN ORDINANCE AMENDING TITLE 6, "POLICE REGULATIONS," CHAPTER 2, "ANIMAL CONTROL," SECTION 4 "ANIMAL RELATED BUSINESSES," OF THE MAPLE PARK VILLAGE CODE," seconded by Trustee Dries.

Village Clerk Liz Peerboom advised that this ordinance and the next 4 items were part of a Planning Commission Public Hearing. The public hearing was held on November 30, 2017, with publication of a notice in the Daily Chronicle on November 15, 2017. A Findings of Fact and Recommendation was issued and signed by the Chairman of the Planning Commission after a 6-0-1 vote was taken.

Trustee Chris Higgins had questions about these ordinances and suggested that animal related businesses be banned in all residential districts.

President Curtis said that the village would rather control the use than ban it all together. Village Clerk Liz Peerboom advised that these ordinances would give residents input as to whether or not this type of Special Use would be granted.

After a long discussion, Motion carried by roll call vote. Aye: Goucher, Harris, Dalton, Higgins, Shaver, Dries. Nay: None. Absent: None. (6-0-0)

2. ORDINANCE 2017-24 ANIMAL RELATED BUSINESSES

AN ORDINANCE AMENDING TITLE 11 "ZONING REGULATIONS," CHAPTER 6 "RESIDENTIAL DISTRICTS," SECTION 11-6-4 R-1 SINGLE-FAMILY RESIDENTIAL DISTRCT," BY ADDING SUBSECTION B-6 "SPECIAL USES – ANIMAL RELATED BUSINESSES," OF THE VILLAGE CODE OF THE VILLAGE OF MAPLE PARK, ILLINOIS

This ordinance adds "Animal Related Business" as a required Special Use Permit in Section 11-6-4 R-1, Single-Family Residential District in the Maple Park Village Code. The Planning Commission held a Public Hearing on Thursday, November 30, 2017, to discuss this issue and agreed that this should be a Special Use Permit in residential areas.

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Trustee Goucher made a motion to approve Ordinance 2017-24, "AN ORDINANCE AMENDING TITLE 11 "ZONING REGULATIONS," CHAPTER 6 "RESIDENTIAL DISTRICTS," SECTION 11-6-4 R-1 SINGLE-FAMILY RESIDENTIAL DISTRCT," BY ADDING SUBSECTION B-6 "SPECIAL USES – ANIMAL RELATED BUSINESSES," OF THE VILLAGE CODE OF THE VILLAGE OF MAPLE PARK, ILLINOIS," seconded by Trustee Dries.

Trustee Higgins asked the Village Attorney about this ordinance. Village Attorney Kevin Buick advised that this ordinance takes away the licensing aspect.

After a long discussion, Motion carried by roll call vote. Aye: Harris, Dalton, Shaver, Dries, Goucher. Nay: Higgins. Absent: None. (5-1-0)

3. ORDINANCE 2017-25 ANIMAL RELATED BUSINESSES

AN ORDINANCE AMENDING TITLE 11 "ZONING REGULATIONS," CHAPTER 6 "RESIDENTIAL DISTRICTS," SECTION 5 "R-2 GENERAL RESIDENTIAL DISTRICT," ADDING SUBSECTION B-3 "SPECIAL USES – ANIMAL RELATED BUSINESSES," OF THE VILLAGE CODE OF THE VILLAGE OF MAPLE PARK, ILLINOIS

This ordinance adds "Animal Related Business" as a required Special Use Permit in Section 11-6-5 R-2, General Residential District in the Maple Park Village Code. The Planning Commission held a Public Hearing on Thursday, November 30, 2017, to discuss this issue and agreed that this should be a Special Use Permit in residential areas.

Trustee Goucher made a motion to approve Ordinance 2017-25, "AN ORDINANCE AMENDING TITLE 11 "ZONING REGULATIONS," CHAPTER 6 "RESIDENTIAL DISTRICTS," SECTION 5 "R-2 GENERAL RESIDENTIAL DISTRICT," ADDING SUBSECTION B-3 "SPECIAL USES – ANIMAL RELATED BUSINESSES," OF THE VILLAGE CODE OF THE VILLAGE OF MAPLE PARK, ILLINOIS," seconded by Trustee Harris.

Trustee Higgins voiced his opposition to the ordinance and read chapters of the code.

After a long discussion, Motion carried by roll call vote. Aye: Dalton, Shaver, Dries, Goucher, Harris. Nay: Higgins. Absent: None. (5-1-0)

4. ORDINANCE 2017-26 ANIMAL RELATED BUSINESSES

AN ORDINANCE AMENDING TITLE 11 "ZONING REGULATIONS," CHAPTER 6 "RESIDENTIAL DISTRICTS," SECTION 11-6-6 R-3 MULTIFAMILY RESIDENTIAL DISTRCT," BY ADDING SUBSECTION B-6 "SPECIAL USES – ANIMAL RELATED BUSINESSES," OF THE VILLAGE CODE OF THE VILLAGE OF MAPLE PARK, ILLINOIS

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This ordinance adds "Animal Related Business" as a required Special Use Permit in Section 11-6-6 R-3Multi-Family Residential District in the Maple Park Village Code. The Planning Commission held a Public Hearing on Thursday, November 30, 2017, to discuss this issue and agreed that this should be a Special Use Permit in residential areas.

Trustee Goucher made a motion to approve Ordinance 2017-26, "AN ORDINANCE AMENDING TITLE 11 "ZONING REGULATIONS," CHAPTER 6 "RESIDENTIAL DISTRICTS," SECTION 11-6-6 R-3 MULTI-FAMILY RESIDENTIAL DISTRCT," BY ADDING SUBSECTION B-6 "SPECIAL USES – ANIMAL RELATED BUSINESSES," OF THE VILLAGE CODE OF THE VILLAGE OF MAPLE PARK, ILLINOIS," seconded by Trustee Harris.

Trustee Higgins voiced his opposition to this ordinance.

After a long discussion, Motion carried by roll call vote. Aye: Shaver, Dries, Goucher, Harris, Dalton. Nay: Higgins. Absent: None. (5-1-0)

5. ORDINANCE 2017-27 DISPOSAL OF SURPLUS PROPERTY

AN ORDINANCE AUTHORIZING THE DISPOSAL OF SURPLUS PROPERTY IN POSSESSION OF THE VILLAGE OF MAPLE PARK

This ordinance allows the Police Department to sell, donate, and/or auction a police car that was damaged by water.

Trustee Goucher made a motion to approve Ordinance 2017-27, "AN ORDINANCE AUTHORIZING THE DISPOSAL OF SURPLUS PROPERTY IN POSSESSION OF THE VILLAGE OF MAPLE PARK," seconded by Trustee Dalton.

Attorney Buick advised that the attachment wasn't part of the ordinance. Village Clerk Liz Peerboom advised that she would get the attachment and get it with the ordinance before it is published in pamphlet form.

Village President Kathy Curtis advised that this is the vehicle that is not working and will not be able to be used from this point forward.

After a brief discussion, Motion carried by roll call vote. Aye: Shaver, Dries, Goucher, Harris, Dalton, Higgins. Nay: None. Absent: None.

6. ORDINANCE 2017-28 LIQUOR CODE CHANGE – FUN FEST HOURS

AN ORDINANCE AMENDING TITLE 4, "BUSINESS AND LICENSE ADMINISTRATION", CHAPTER 2, "LIQUOR CONTROL", PARAGRAPH 16 OF THE MAPLE PARK VILLAGE CODE

This ordinance would allow liquor license holders to stay open until 1 a.m. on Sunday – the weekend of Funfest.

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Village President Kathy Curtis advised that she could not support this ordinance because being open until midnight is long enough for Fun Fest weekend.

Motion FAILED for lack of a motion or a seconded.

7. ORDINANCE 2017-28A LIQUOR CODE CHANGE – NEW YEAR'S EVE HOURS AN ORDINANCE AMENDING TITLE 4, "BUSINESS AND LICENSE ADMINISTRATION", CHAPTER 2, "LIQUOR CONTROL", PARAGRAPH 16 OF THE MAPLE PARK VILLAGE CODE

This ordinance would allow for liquor licensees to remain open until 1 a.m. if New Year's Eve falls on a Sunday.

Trustee Dries made a motion to approve Ordinance 2017-28A, "AN ORDINANCE AMENDING TITLE 4, "BUSINESS AND LICENSE ADMINISTRATION", CHAPTER 2, "LIQUOR CONTROL", PARAGRAPH 16 OF THE MAPLE PARK VILLAGE CODE," seconded by Trustee Shaver. The Board discussed the language in the ordinance and agreed that, while they are in favor of the change, the wording would need to be updated to reflect 1 a.m. the next day.

Trustee Dries amended his motion to approving the ordinance with language from the Village Attorney that would reflect the 2 a.m. time period, seconded by Trustee Shaver.

Motion carried by roll call vote. Aye: Dalton, Higgins, Shaver, Dries. Nay: None. Absent: None. Abstain: Goucher, Harris. (4-0-0-2)

8. ORDINANCE 2017-29 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, 2018 AND ENDING APRIL 30, 2019

This ordinance allows the village to levy the taxes that help to run the village. The levy amounts were announced at the November 7, 2017 Board of Trustees meeting.

Trustee Goucher made a motion to approve Ordinance 2017-29, "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, 2018 AND ENDING APRIL 30, 2019," seconded by Trustee Harris.

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

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9. ORDINANCE 2017-30 SEXUAL HARASSMENT POLICY

AN ORDINANCE ADOPTING A POLICY PROHIBITING SEXUAL HARASSMENT FOR THE VILLAGE OF MAPLE PARK, KANE AND DEKALB COUNTIES, ILLINOIS

This ordinance approves the policy prohibiting sexual harassment for Maple Park village employees, the Village President and the Board of Trustees.

Trustee Dries made a motion to approve Ordinance 2017-30, "AN ORDINANCE ADOPTING A POLICY PROHIBITING SEXUAL HARASSMENT FOR THE VILLAGE OF MAPLE PARK, KANE AND DEKALB COUNTIES, ILLINOIS," seconded by Trustee Goucher.

Clerk Peerboom advised that this was a mandate from the Governor's office and was received within the last week.

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

D. RESOLUTIONS

1. RESOLUTION 2017-17 COPIER MAINTENANCE AGREEMENT

AUTHORIZING THE VILLAGE PRESIDENT TO EXECUTE AN AGREEMENT WITH IMPACT NETWORKING, LLC FOR COPIER MAINTENANCE

This resolution authorizes the Village President to execute an agreement for maintenance of the copier. The current copier maintenance included in the lease agreement, which has ended.

Trustee Harris made a motion to approve Resolution 2017-17, "AUTHORIZING THE VILLAGE PRESIDENT TO EXECUTE AN AGREEMENT WITH IMPACT NETWORKING, LLC FOR COPIER MAINTENANCE," seconded by Trustee Harris.

Trustee Goucher asked why the price had gone up. Village Accountant Cheryl Aldridge advised that the lease of the copier is up and the village will now own the copier; adding, that since it is an older copier, the maintenance cost will be higher, but the village will not be paying the lease payment any longer. Trustee Goucher asked if the staff was happy with the copier. Ms. Aldridge advised that it is a good copier.

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

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2. RESOLUTION 2017-18 MEETING DATES AND TIMES

ESTABLISHING THE DATES AND TIMES FOR 2018 MEETINGS OF THE BOARD OF TRUSTEES AND COMMITTEES OF THE VILLAGE OF MAPLE PARK, COUNTIES OF KANE AND DEKALB, ILLINOIS

This resolution allows for the approval of the meeting dates and times for Board meetings and Committee meetings.

Trustee Higgins made a motion to approve Resolution 2017-18, "ESTABLISHING THE DATES AND TIMES FOR 2018 MEETINGS OF THE BOARD OF TRUSTEES AND COMMITTEES OF THE VILLAGE OF MAPLE PARK, COUNTIES OF KANE AND DEKALB, ILLINOIS," seconded by Trustee Goucher.

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

3. RESOLUTION 2017-19 SALES TAX INCREASE RESOLUTION

A RESOLUTION SUBMITTING TO THE ELECTORS BY REFERENDUM THE QUESTION OF WHETHER TO RAISE THE SALES TO 7.5% IN KANE AND DEKALB COUNTIES, MAPLE PARK, ILLINOIS

This resolution would allow the Village of Maple Park to put a question on the ballot to the voters of Maple Park.

Trustee Goucher made a motion to approve Resolution 2017-19, "A RESOLUTION SUBMITTING TO THE ELECTORS BY REFERENDUM THE QUESTION OF WHETHER TO RAISE THE SALES TO 7.5% IN KANE AND DEKALB COUNTIES, MAPLE PARK, ILLINOIS," seconded by Trustee Dries.

Clerk Peerboom advised that she had gotten new language for the resolution from the Village Attorney, but didn't change the title of the resolution. Village Attorney Kevin Buick advised that he would write a new title, but had questions for the Board of Trustees. He wanted to know if they were wanting the sales tax for Maple Park, which is 0% to be 1%; adding that this would not affect what the different counties charge. Clerk Peerboom advised that DeKalb County is 6.25%, and Kane County is 7%. Mr. Buick advised that the state is 6.25%, so that means that DeKalb County doesn't add anything to the state tax, but Kane county does. He added that the village would be adding a city sales tax of 1%, and he will update the language in the title and forward the new resolution to Clerk Peerboom.

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

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16. VILLAGE PRESIDENT REPORT

None.

17. TRUSTEE REPORTS

None.

18. ADJOURNMENT

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

Meeting adjourned at 8:14 p.m.

Liz Pecrboom, CMC

Village Clerk