



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 April 3, 2018.

BOARD OF TRUSTEES MEETING MINUTES

TUESDAY, MARCH 6, 2018

7 p.m.

MAPLE PARK CIVIC CENTER

302 WILLOW STREET, MAPLE PARK

1. CALL TO ORDER

Trustee Kathy Curtis 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 Brandon Harris, Trustee Bart Shaver, Trustee Luke Goucher. Absent: Trustee Kristine Dalton (arrived late).

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

President Curtis advised that she would like to amend the agenda to move up Ordinance 2018-01 for consideration right after public comments and after the presentation by the applicant. Trustee Dries made a motion to amend the agenda, seconded by Trustee Shaver. Motion carried by voice vote.

President Curtis advised that there was already a public hearing, so the public comments portion of the meeting will only be for comments.

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.*

Elizabeth Tucker, Burlington – said that she is not in favor of putting a mini-storage at 18663 County Line Road. She feels that it should go in on the south west corner of Route 38 and County Line Road.

Terry Robinson – does not agree with the mini-storage at 18663 County Line Road.

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Hank Hockey – does not agree with the mini-storage project at 18663 County Line Road. He feels that outside of town is better suited for the project.

Susan Olsen – does not agree with approval of the project at 18663 County Line Road.

Emily Dienst – She agrees that the project at 18663 County Line Road should not be approved.

5. PRESENTATION – SPECIAL USE PERMIT APPLICANT

Mr. Katz, Mr. Cronaur and Mr. Weaver were in attendance and presented a power point to the Board to explain the concept of the mini-storage project (see attached presentation).

Trustee Dalton arrived at 7:12 p.m.

Mr. Katz advised that the Village of Maple Park is under served when it comes to self-storage facilities. He said that Maple Park has 2 and other communities have many more facilities, with the Illinois average being 6 and the National average being 7; Kirkland has 8.

Mr. Katz said that the community had concerns about a self-storage project being developed at the location. He said that they are willing to work with safety, light pollution, aesthetics of facility. He said that self storage facilities are statistically safe and have crime rates lower than home and vehicles.

Mr. Katz then went over design and said that the design will fit the neighborhood with a “residential” design, fence, and landscaping.

Trustee Harris asked Mr. Katz to elaborate on the current businesses. Mr. Katz said that all of the businesses in Maple Park could be placed on the property with no special use, but then President Curtis clarified that the businesses on the list would need to have a special use.

Trustee Dries asked about the roof and the building construction. Trustee Dries also asked about the entrances. Mr. Weaver advised that there would be two entrances. Trustee Dries asked about the life span of the structure. Mr. Weaver said that he didn’t know the life span, but it has a longer life span than many other types of buildings. He guessed about 30 years. Trustee Dries asked about maintenance plan. Mr. Weaver said that they have an employee that fixes things within a day or two. This employee also mows the grass.

Trustee Higgins asked about the landscaping and the fence. He said that the last plan had a landscaping plan and he thought that the fence was supposed to be a closed fence. Trustee Higgins also asked about the continuation of the sidewalk in front of the property. Mr. Weaver advised that the sidewalk will be added on. Trustee Higgins then asked about other storage units and if they are fully occupied. Mr. Cronauer advised that he is confident that those facilities are 95% full. Trustee Higgins asked about statistics that would say that this project would bring foot traffic to Maple Park.

Trustee Dalton said that her biggest concern is the fencing in the back of the project. Mr. Katz advised that the back of the building backs up to the residents, and the fence would be a 10 foot high closed fence. Mr. Weaver advised that there would be no doors facing the residents. Trustee Dalton asked if traffic could get behind the back building. Mr. Weaver advised that there would be no way for traffic to go behind the building. Trustee Dalton asked about rodents and pests. Mr. Cronauer advised that they want to be a good neighbor and they have never had a problem with rodents or pests, but they would take care of it right away if they did.

6. GIS DEMONSTRATION – TRUSTEE BRANDON HARRIS

Trustee Brandon Harris presented the new Geographic Information System (GIS) to the Board. He advised that this year the GIS system has been updated, and staff will be adding to the GIS more information on signs, water mains, storm sewers, etc. He also talked about an app that is called Collector, which will collect information directly from the app and share the information online immediately.

Trustee Dalton asked how this would help Public Works staff. Trustee Harris advised that this will be a historical record of where signs are placed, the age of the sign and the also the location of a b-box. This will help in the maintenance of these items.

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 – February 6, 2018
- b) Receive and File
 - Infrastructure Committee – January 9, 2018
 - Personnel Committee – January 16, 2018
 - Finance Committee – January 23, 2018
- c) Acceptance of Cash and Investment Report as of January 31, 2017
- d) Approval of Bills Payable and Manual Check Register #

ACCOUNTS PAYABLE:	\$111,925.08
MANUAL CHECKS:	1,518.39
TOTAL:	<u>\$113,443.47</u>

e) Approval of Travel, Meals, Lodging for Elected Officials /Employees

- Metrowest Council of Government 2018 January Board Meeting – January 25, 2018 (includes meal), \$35 for Kathy Curtis, Village President (included on warrant list).
- Metrowest Council of Government 2018 February Board Meeting – February 22, 2018 (includes meal), \$35 for Kathy Curtis, Village President (included on warrant list).

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

8. FINANCIAL REPORT

No questions on the Finance Report.

9. LEGAL REPORT

Trustee Higgins asked what the failure of the ordinance will do with the County Line Road property. Mr. Buick advised that the case is set for status on April 6, 2018.

10. POLICE DEPARTMENT REPORT

Chief Stiegemeier advised that he did the Polar Plunge and they raised \$9,000 for Special Olympics. He also reminded the Board about the meet and greet at 5 p.m. at the Police Department. The Clerk will post the meeting. He also talked about having problems hiring part time officers.

11. PUBLIC WORKS REPORT

None.

12. ENGINEERING REPORT

Village Engineer advised that he had a couple of conversations with the Village President about the RFP. President Curtis advised that this could be taken to committee.

Mr. Lin advised that he is working with the Infrastructure committee for a possible site for a new elevated water tower; they have also been working with Public Works to fix some equipment at the water plant.

Trustee Higgins asked about dredging the pond and the purchase of a sludge stick. Mr. Lin said that the sludge stick is approximately \$100. Village Accountant Cheryl Aldridge advised that it was not necessary to include that in the budget.

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13. COMMITTEE REPORTS

- Personnel & Communications – JP Dries, Chair
Trustee Dries advised that the Personnel Committee has been working on handbook updates, golf carts – finalized a fee structure, working on the Public Works Director position and the Code Enforcement position.
- Finance & Public Relations & Development – Luke Goucher, Chair
Trustee Goucher advised that the Finance Committee has been working on budget and will be pushing some things to the Infrastructure Committee.
- Infrastructure – Brandon Harris, Chair
Trustee Harris advised that the Infrastructure Committee has been working on wayside horns, but it will be a slow process. He added that they continue to progress with the GIS.

14. OLD BUSINESS

15. NEW BUSINESS

A. CONSIDERATIONS

None.

B. MOTIONS

1. MOTION TO RATIFY BOARD APPROVAL OF THE APPLICATION TO THE KANE COUNTY DUI TASK FORCE FOR A GRANT FOR THE INTOXILYZER BREATHALYZER UNIT.

At the February 6, 2018, Board of Trustees meeting, consensus was to allow for the Police Chief to apply for this grant. This motion ratifies that approval.

Trustee Goucher made a motion to ratify Board approval of the application to the Kane County DUI Task Force for a grant for the Intoxilyzer Breathalyzer Unit, seconded by Trustee Dries. Motion carried by roll call vote. Aye: Harris, Dalton, Higgins, Shaver, Dries, Goucher. Nay: None. Absent: None. (6-0-0)

Police Chief Dean Stiegemeier advised that the grant was approved and the unit has arrived.

C. ORDINANCES

1. ORDINANCE 2018-01 SPECIAL USE PERMIT
AN ORDINANCE GRANTING A SPECIAL USE IN THE “B-2,” GENERAL COMMERCIAL DISTRICT PERMITTING THE OPERATION OF A SELF-SERVICE STORAGE FACILITY FOR THE PROPERTY LOCATED AT 18663 COUNTY LINE ROAD IN THE VILLAGE OF MAPLE PARK, ILLINOIS

This ordinance would allow the applicant to build four (4) mini-storage buildings at 18663 County Line Road, Maple Park.

Trustee Harris made a motion to approve Ordinance 2018-01, seconded by Trustee Goucher.

Village Attorney Kevin Buick went over the conditions of the ordinance. He also advised that the Planning Commission has forwarded a neutral recommendation to the Board of Trustees.

Trustee Goucher said that he would like to see some of the conditions modified. He said that that is pretty close to what the applicant has presented. Trustee Goucher said that he appreciated the public coming to the meeting and expressing their concerns. He said he would like to get this right. He added that this project will generate TIF funds and this site is not on village sewer or water, which makes the site not a good fit for a strip mall.

Trustee Dalton asked about snow removal. Mr. Katz said that they do provide snow removal. She asked where the snow would go when there is a big snow. Mr. Weaver said that the site engineer would decide where the snow would go.

Trustee Higgins asked if the entrances are new entrances to the property. Mr. Katz advised that yes, they are new entrances.

Trustee Dries asked about the timeline. Mr. Cronauer said that they are in the middle of a project in Genoa, so when that project is done they will start on Maple Park. He advised that closing on the property is at the end of March. The current tenant would be gone and then there would be some demolition done very quickly.

Trustee Goucher said that he would like to add to the conditions that the demolition would occur within 180 days of the date of approval. Mr. Katz advised that they would like to put a renter in the house. Consensus was that a renter would not fit for this special use.

Trustee Higgins said that he would like the hours of operation to stay as a condition. Trustee Goucher said that, although they want to be fair to the residents, he wants to be fair to the applicant. Mr. Katz said that ideally they would like 24 hours, but they will work with the village. Mr. Cronauer said that they would like to correspond with daylight hours. Consensus was to allow the hours to be 5 a.m. to 10 p.m.

Trustee Dries said that he has struggled with this project, because he doesn't like the location. He added that if a restaurant was there, they would have more noise and more lighting.

Trustee Shaver asked about storing of hazardous waste. Mr. Cronauer advised that they prohibit hazardous waste, but advised that they do not check to see what is actually is in the storage facility, as long as they pay the rent.

Trustee Dries asked about fire suppression or fire alarm. Mr. Weaver said there is no fire suppression, nor is there a fire alarm.

Trustee Dalton said that she would like the Board to discuss the hours further. Trustee Higgins had concerns about the hours. Trustee Goucher said that he thinks that the code protects the residents.

President Kathy Curtis said that she would like the applicant to follow the sign ordinance.

Trustee Higgins said that he would like to have in the conditions that the applicant installs a four-foot sidewalk.

Mr. Buick recounted the conditions. Trustee Goucher clarified that it should read masonry wainscoting on the buildings.

Trustee Dries asked about permission from the County to install two different entrances on to County Line Road. Mr. Buick advised that this would not need to be a condition, it would be part of the building permit approval.

Trustee Goucher amended the motion, and Trustee Harris seconded.

Motion FAILED by roll call vote. Aye: Goucher, Harris, Dalton. Nay: Higgins, Shaver, Dries, Curtis. Absent: None. (3-4-0)

2. ORDINANCE 2018-05 MEDIACOM FRANCHISE FEES

AN ORDINANCE ADDRESSING THE PAYMENT OF CABLE TELEVISION FRANCHISE FEES IN THE VILLAGE OF MAPLE PARK, ILLINOIS

This ordinance allows the Village of Maple Park to continue collecting franchise fees for Cable Television Services from Mediacom Illinois LLC.

Village Clerk Liz Peerboom advised that the State of Illinois recently passed a law allowing Mediacom to revisit franchise fees.

Trustee Goucher made a motion to approve Ordinance 2018-05, seconded by Trustee Shaver. Motion carried by roll call vote. Aye: Dalton, Higgins, Shaver, Dries, Goucher, Harris. Nay: None. Absent: None. (6-0-0)

D. RESOLUTIONS

1. RESOLUTION 2018-05 HACH SERVICE PARTNERSHIP RENEWAL

A RESOLUTION AUTHORIZING THE VILLAGE PRESIDENT TO ENTER INTO AN AGREEMENT WITH HACH SERVICE PLUS FOR WATER SYSTEM EQUIPMENT MAINTENANCE

This Resolution allows the village to enter into an agreement with Hach Service Plus for maintenance of equipment used for the Maple Park water system.

Trustee Goucher made a motion to approve Resolution 2018-05, seconded by Trustee Harris. Motion carried by roll call vote. Aye: Higgins, Shaver, Dries, Goucher, Harris, Dalton. Nay: None. Absent: None. (6-0-0)

2. RESOLUTION 2018-06 IL DEPARTMENT OF REVENUE – SALES TAX SHARING

RESOLUTION SUPPORTING THE ABILITY OF MUNICIPALITIES TO SHARE LOCAL SALES TAX INFORMATION WITH OUTSIDE PROFESSIONALS FOR THE VILLAGE OF MAPLE PARK

This Resolution allows the Village of Maple Park to share sales tax information with outside professionals, such as Azavar Audit Solutions in order to properly audit the village's sales tax revenue.

Clerk Peerboom advised that this resolution would allow the State of Illinois to share sales tax information with Azavar Audit Solutions in order to do the village's audit on sales tax revenue. She added that this information is not share with anyone other than Azavar.

Trustee Goucher made a motion to approve Resolution 2018-06, seconded by Trustee Higgins. Motion carried by roll call vote. Aye: Shaver, Dries, Goucher, Harris, Dalton, Higgins. Nay: None. Absent: None. (6-0-0)

16. VILLAGE PRESIDENT REPORT

None.

17. TRUSTEE REPORTS

None.

18. EXECUTIVE SESSION

Review of Closed Session Minutes 5 ILCS 120/2(c)(21)

Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.

Trustee Higgins made a motion to go into closed session for the purpose of discussion of meetings lawfully closed under the act, whether for purposes of approval by the body of the minutes or the semi-annual review of minutes as mandated by Section 2.06, seconded by Trustee Goucher. Motion carried by roll call vote. Aye: Dries, Goucher, Harris, Higgins, Shaver. Nay: None. Absent: None. (6-0-0)

Meeting closed to the public at 8:46 p.m.

Meeting opened to the public at 9:03 p.m.

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 Brandon Harris, Trustee Bart Shaver, Trustee Luke Goucher, and Trustee Kristine Dalton.

Others present: Village Attorney Kevin Buick, and Village Clerk Liz Peerboom.

19. MATTERS REFERRED FROM CLOSED SESSION

1. RESOLUTION 2018-03 DESTRUCTION OF CLOSED SESSION AUDIO RECORDINGS

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

This resolution allows for the destruction of audio recordings of closed session meeting dates that have been approved. The meeting dates are: 2/2/16, 4/5/16, 5/3/16, and 6/7/16.

Trustee Goucher made a motion to approve Resolution 2018-03, seconded by Trustee Dries. Motion carried by roll call vote. Aye: Goucher, Harris, Dalton, Higgins, Shaver, Dries. Nay: None. Absent: None. (6-0-0)

2. APPROVAL OF CLOSED SESSION MEETING MINUTES:

- September 5, 2017
- September 12, 2017
- November 7, 2017

Trustee Higgins made a motion to approve the closed session meeting minutes from September 5, 2017, September 12, 2017, and November 7, 2017, seconded by Trustee Goucher. Motion carried by roll call vote. Aye: Harris, Dalton, Higgins, Shaver, Dries, Goucher. Nay: None. Absent: None. (6-0-0)

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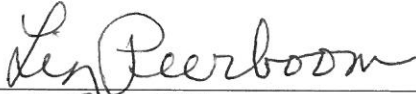
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20. ADJOURNMENT

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

Meeting adjourned at 9:06 p.m.

A handwritten signature in cursive script, reading "Liz Peerboom", written over a horizontal line.

Liz Peerboom, CMC
Village Clerk