



# 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 7/3/18.

## BOARD OF TRUSTEES MEETING MINUTES

TUESDAY, JUNE 5, 2018

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 7:00 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 JP Dries, Trustee Kristine Dalton, Trustee Bart Shaver, and Trustee Chris Higgins. Absent: Trustee Luke Goucher and Trustee Brandon Harris (attended remotely).

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

### 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.*

Joan Cowen, owner of 505 Main Street, Maple Park, asked for the village’s help getting her property sold. She said that if her sale goes through, the buyer would like to buy the property next door to her property and re-zone both lots to multi-family. She also said that she will deduct the cost of the sale of the village property from her sale amount.

Luke Goucher arrived at 7:05 p.m.

President Curtis advised that she has spoken to the buyer on many occasions and that the village Board has given approval to sell the property. She added she has given the buyer the information about re-zoning the property.

Bill McMahon, Progressive Energy, spoke about future aggregation prices. He asked that a resolution be placed on the July 3, 2018 Board of Trustees meeting agenda for a one-year contract.

He said that this time around there will be no price match, but individual residents can opt-out at no cost.

## **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 – May 1, 2018
- b) Receive and File
  - Infrastructure Committee – March 12, 2018
  - Personnel Committee – None
  - Finance Committee – April 24, 2018
- c) Acceptance of Cash and Investment Report as of April 30, 2018
- d) Approval of Bills Payable and Manual Check Register #768

ACCOUNTS PAYABLE:	<u>\$44,979.64</u>
MANUAL CHECKS:	<u>3,069.56</u>
TOTAL:	<u>\$48,049.20</u>

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

None.

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

## **6. FINANCIAL REPORT**

President Curtis advised the Board that the audit will be happening this month.

## **7. LEGAL REPORT**

President Curtis advised that she has been warned by the Village Attorney that he will have an ordinance on the next agenda regarding Small Wireless Facilities Deployment will be on the July 2018 agenda for approval.

President Curtis also discussed the possibility of having to regulate Solar Panels.

## **8. POLICE DEPARTMENT REPORT**

Police Chief Dean Stiegemeier advised that the Drop-in Center numbers were relatively low last month, at 22. He added that surplus cell phones were donated to cell phones for vets. Trustee Higgins asked about the status of golf carts. Chief Stiegemeier advised that they have had a good response and have sold approximately 25 golf cart stickers.

## **9. PUBLIC WORKS REPORT**

No report.

## **10. ENGINEERING REPORT**

Village Engineer Jeremy Lin gave a recap on his history with the village. Trustee Higgins moved the speaker down closer to Mr. Lin so that Trustee Harris could hear the presentation.

He added that he sent out a survey to the residents, that is required for the permit for the Waste Water Treatment Plant; he also said that he had sent the CCR to the Village Clerk and that it will be mailed within two weeks.

Trustee Higgins asked Mr. Lin to highlight a day in a month for the Board. Mr. Lin went over what his staff does in conjunction with village staff.

## **11. COMMITTEE REPORTS**

- Personnel & Communications – JP Dries, Chair

Trustee Dalton advised that Northwestern Medicine's drug screening program has closed down, therefore a new vendor will need to be found.

- Finance & Public Relations & Development – Luke Goucher, Chair

Trustee Goucher said that the committee will be reviewing the Waste RFP this month, so he invited the entire Board to attend. President Curtis asked that the list of items ordered from Waste Management be sent to her.

- Infrastructure – Brandon Harris, Chair

No report.

## **12. OLD BUSINESS**

None.

### 13. NEW BUSINESS

#### A. PROCLAMATIONS

##### PROCLAMATION 2018-02 SUICIDE PREVENTION AWARENESS

*This Proclamation gives awareness to suicide prevention.*

President Curtis read the proclamation to the Board. Trustee Dries made a motion to accept the proclamation, seconded by Trustee Goucher. Motion carried by voice vote.

#### B. CONSIDERATIONS

1. MOTION TO WAIVE THE VEHICLE STICKER FEE AND LATE FEE FOR THE 2018-2019 YEAR FOR A RESIDENT IN MAPLE PARK WITH 3 VEHICLES.

Village Clerk Liz Peerboom advised the Board that a resident approached the village saying that he hasn't worked for several months and would like to get a vehicle sticker but can't afford it. He is asking the Board to either waive the fee or allow for a payment arrangement.

There was no motion to waive the fees.

2. MOTION TO ALLOW FOR A PAYMENT ARRANGEMENT FOR THE PURCHASE OF 3 VEHICLE STICKERS FOR THE 2018-2019 YEAR AND WAIVE THE LATE FEE FOR EACH OF THOSE THREE STICKERS.

Trustee Goucher made a motion to allow for a payment arrangement for the purchase of 3 vehicle stickers for the 2018-2019 year and waive the late fee for each of those 3 stickers, seconded by Trustee Dries. Motion carried by roll call vote. Aye: Goucher, Harris (remote), Dalton, Higgins, Shaver, Dries. Nay: None. Absent: None. (6-0-0)

3. MOTION TO APPROVE THE UPDATED EMPLOYEE HANDBOOK

Trustee Dries made a motion to approved the updated Employee Handbook, seconded by Trustee Shaver. Motion carried by roll call vote. Aye: Harris (remote), Dalton, Higgins, Shaver, Dries, Goucher. Nay: None. Absent: None. (6-0-0)

4. MOTION TO PURCHASE A NEW SECURITY CAMERA SYSTEM NOT TO EXCEED \$2,000.

President Curtis advised that this is on the agenda because the cost is more than what was budgeted.

Trustee Goucher made a motion to purchase a new security system in the not to exceed amount of \$2,000, seconded by Trustee Higgins. Motion carried by roll

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

**C. ORDINANCES**

**1. ORDINANCE 2018-14 PREVAILING WAGE**

AN ORDINANCE DETERMINING THE PREVAILING WAGE RATES AS OF JULY 2017 FOR CONSTRUCTION OF PUBLIC WORKS PROJECTS UNDER THE JURISDICTION OF THE VILLAGE OF MAPLE PARK

*This Ordinance determines the prevailing wage rates for July 2017. The Illinois Department of Labor has not updated their wage rates yet for this year.*

Clerk Peerboom advised that the Illinois Department of Labor has not updated their rates yet, so these are still 2017 numbers.

Trustee Higgins made a motion to approve Ordinance 2018-14, ascertaining the prevailing wage rates as of July 2017 for construction of public works projects under the jurisdiction of the Village of Maple Park, seconded by Trustee Goucher.

Trustee Dries and Higgins had questions.

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

**D. RESOLUTIONS**

**1. RESOLUTION 2018-11 CORTLAND TOWNSHIP ROAD DISTRICT**

AUTHORIZING THE VILLAGE PRESIDENT TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT WITH CORTLAND TOWNSHIP ROAD DISTRICT

*This Resolution allows for the Cortland Township Road District and the Village of Maple Park to share responsibility for snow removal, de-icing and ditch mowing on certain roads that are under the jurisdiction of both the Village of Maple Park and Cortland Township.*

Public Works Director Mike Miller advised that this is a renewal of the agreement they had last year. He added that this agreement is a good thing for the village.

Trustee Goucher made a motion to approve Resolution 2018-11, an agreement between the Village of Maple Park and Cortland Township Road District, seconded by Trustee Dries. Motion carried by roll call vote. Aye: Shaver, Dries, Goucher, Harris (remote), Dalton, Higgins. Nay: None. Absent: None. (6-0-0)



**2. RESOLUTION 2018-12 BLACKBOARD CONNECT, INC.**

AUTHORIZING THE VILLAGE PRESIDENT TO ENTER INTO AN AGREEMENT WITH BLACKBOARD, INC. FOR THE RENEWAL OF THE AGREEMENT FOR GOVERNMENT UNLIMITED EMERGENCY AND OUTREACH MESSAGING SERVICES

*This Resolution allows the village to use the services for emergency and outreach messaging to the residents.*

President Curtis advised that although it costs the village a lot of money, this is a good service for the village to have. Trustee Goucher advised that there are probably cheaper services out there, but for this year the contract should stand and the Finance Committee can look into a different service.

Trustee Goucher made a motion to approve Resolution 2018-12, Blackboard Connect Agreement, seconded by Trustee Dries. Motion carried by roll call vote. Aye: Dries, Goucher, Harris (remote), Dalton, Higgins, Shaver. Nay: None. Absent: None. (6-0-0)

**3. RESOLUTION 2018-13 KANE COUNTY ANIMAL CONTROL AGREEMENT**

AUTHORIZING THE VILLAGE PRESIDENT TO RENEW THE INTERGOVERNMENTAL AGREEMENT WITH THE COUNTY OF KANE FOR ANIMAL CONTROL

*This Resolution allows the village to use Kane County Animal Control for animal control services.*

Trustee Goucher made a motion to approve Resolution 2018-13, Kane County Animal Control Agreement, seconded by Trustee Higgins. Motion carried by roll call vote. Aye: Goucher, Harris (remote), Dalton, Higgins, Shaver, Dries. Nay: None. Absent: None. (6-0-0)

**16. VILLAGE PRESIDENT REPORT**

**NIU Workshop – October 13**

**17. TRUSTEE REPORTS**

None.

**18. EXECUTIVE SESSION**

**Employment / Appointment Matters 5 ILCS 120/(c)(1)**

*The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or legal for the public body to determine its validity.*

Trustee Goucher made a motion to go into executive session for the purpose of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or legal for the public body to determine its validity, seconded by Trustee Dries. Motion carried by roll call vote. Aye: Harris (remotely), Dalton, Higgins, Shaver, Dries, Goucher. Nay: None.

Meeting closed to the public at: 8:09 p.m.

Meeting re-opened to the public at: 8:42 p.m.

Clerk Peerboom called the roll call and the following Board members were present: Village President Kathy Curtis, Trustee JP Dries, Trustee Kristine Dalton, Trustee Bart Shaver, Trustee Chris Higgins, and Trustee Luke Goucher. Absent: Trustee Brandon Harris (attended remotely).

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

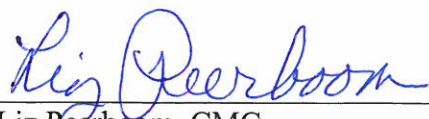
## **19. MATTERS REFERRED FROM EXECUTIVE SESSION**

Trustee Dries made a motion to extend the employee's probation to 90 days and put a discipline letter in his file, seconded by Trustee Goucher. Motion carried by roll call vote. Aye: Harris (remotely), Dalton, Higgins, Shaver, Dries, Goucher. Nay: None.

## **20. ADJOURNMENT**

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

Meeting adjourned at 8:44 p.m.



Liz Peerboom, CMC  
Village Clerk