



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
12/4/18.

**BOARD OF TRUSTEES MEETING MINUTES
TUESDAY, NOVEMBER 6, 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 7:02 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL/QUORUM ESTABLISHED

Village Clerk Liz Peerboom called the roll call and the following Trustees were present: Village President Kathy Curtis, Trustee JP Dries, Trustee Chris Higgins, Trustee Brandon Harris, Trustee Kristine Dalton. Absent: Trustee Bart Shaver and Trustee Suzanne Fahnestock.

Others present: Village Accountant Cheryl Aldridge, Public Works Director Mike Miller, Village Attorney Kevin Buick, 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.*

JT Peloso, from HD Rockers, thanked Public Works for fixing the pot holes in front of his house on center street.

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 – October 2, 2018
- Special Meeting – October 13, 2018

b) Receive and File

- Finance Committee – July 24, 2018, July 26, 2018, August 28, 2018, September 25

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- Personnel Committee – August 22, 2018, August 27, 2018
- Infrastructure Committee – June 12, 2018, June 14, 2018, July 10, 2018, July 24, 2018, August 14, 2018, September 11, 2018, October 9, 2018

c) Acceptance of Cash and Investment Report as of September 30, 2018

d) Approval of Bills Payable and Manual Check Register #773

ACCOUNTS PAYABLE:	<u>\$121,787.44</u>
MANUAL CHECKS:	<u>79,159.89</u>
TOTAL:	<u>\$200,947.33</u>

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

- Maple Park Police Officers – Fun Fest Drinks & Food from August 31, 2018 – September 2, 2018 for all officers (included on Casey's invoices dated 08/31/18 and 10/01/18 on October 2, 2018 and November 6, 2018 warrant lists).
- Kane County Chiefs of Police Association – Monthly Luncheon Meeting on October 18, 2018, \$15 for E. Dean Stiegemeier, Police Chief (included as a reimbursement to E. Dean Stiegemeier on November 6, 2018 warrant list).
- Metro West Board Meeting – Meal and Meeting on September 27, 2018 for Kathleen Curtis, \$35 for Metro West (included on November 6, 2018 warrant list).

Trustee Higgins made a motion to approve the Consent Agenda, seconded by Trustee Dries. Motion carried by roll call vote. Aye: Dries, Harris, Dalton, Higgins. Nay: None. Absent: Shaver, Fahnestock. (4-0-2)

6. FINANCIAL REPORT

No questions.

7. LEGAL REPORT

President Curtis advised that the Building Inspector has a meeting with the owner of 212-13 Pearl Street and 358 Maiden Lane.

8. POLICE DEPARTMENT REPORT

No report.

9. PUBLIC WORKS REPORT

President Curtis asked if Public Works had ordered salt. Mr. Miller advised that there is enough salt until Virgil Township orders more salt.

10. ENGINEERING REPORT

The Village Engineer was not present.

11. COMMITTEE REPORTS

- Personnel & Communications – JP Dries, Chair

Trustee Dries advised that CMJ is coming in to discuss recommendations for IT items for the budget.

- Finance & Public Relations & Development – Chris Higgins, Chair

Trustee Higgins advised that the Finance committee is starting to put together the wish list for the budget, and also a long-term infrastructure plan. He added that the committee is also discussing a TIF application grant program. President Curtis asked if that is included in the prices.

- Infrastructure – Brandon Harris, Chair

Trustee Harris advised that they submitted some of their top projects to the Finance Committee.

12. OLD BUSINESS

None.

13. NEW BUSINESS

A. MOTIONS

1. Motion to waive the penalty fee for Account #0020034500 in the amount of \$13.42.

Trustee Dries made a motion to waive the penalty fee for Account #0020034500, in the amount of \$13.42, seconded by Trustee Higgins.

2. Motion to waive the penalty fee for Account #0060030000 in the amount of \$31.60.

Trustee Dries made a motion to waive the penalty fee for Account #0060030000, in the amount of \$31.60, seconded by Trustee Higgins.

3. Motion to approve the updated Employee Handbook.

Trustee Dries made a motion to approve the updated Employee Handbook, seconded by Trustee Harris.

Trustee Dries advised that there was a change to the reporting structure on the last page. A new page was distributed to the Trustees.

After a brief discussion about the language on page 29 regarding certifications, motion carried on roll call vote. Aye: Higgins, Dries, Harris, Dalton. Nay: None. Absent: Shaver, Fahnestock. (4-0-2)

4. Motion to approve the purchase of two (2) panic buttons for the village office, at a cost of \$665 per year, plus equipment purchase of \$298.00.

Trustee Dalton made a motion to approve the purchase of two panic buttons for the village office at a cost of \$665 per year, plus equipment purchase of \$298.00, seconded by Trustee Higgins.

President Curtis asked if this item was vetted by a committee. Trustee Higgins advised that it went through the Finance Committee. After some discussion, Trustee Harris made a motion to table this item so that it could be discussed at budget time, seconded by Trustee Dries. Motion carried by voice vote.

5. Motion to award the Engineering Services RFP.

- Fehr Graham
- Rempe Sharpe

Trustee Higgins made a motion to allow the negotiation of an Engineering Service Contract with Fehr Graham. There was no second. Therefore, the motion failed.

Trustee Harris advised that he was under the assumption that this item would be discussed after the Strategic Plan was finalized and possibly during budget discussion.

B. CONSIDERATIONS

1. 2018 TAX LEVY DISCUSSION FIRST READING

As required by statute, and as part of the tax levy public hearing and vote at a future Board meeting, the Village President will announce the tax levy amount at this meeting.

Village Accountant Cheryl Aldridge advised that the 2018 tax levy will be as follows:

Total Extension – \$221, 621, previous year was \$215, 945. The tax rate is 0.7526, previous year was 0.7769. The largest factor of the decrease in the rate is the increase in the Equalized Assessed Value (EAV). This year the EAV increased by 5.94%, last year the increase was 7.73%. She said that the village is also seeing an increase in new growth, with the building that started two years ago. She added that, in the example that is on page two of the levy, a home with an assessed value of \$64,500 last year

(estimated value of \$193,500) would pay approximately \$11 more in village property taxed this year than last year.

C. RESOLUTIONS

1. RESOLUTION 2019-18 LINTECH ENGINEERING AGREEMENT

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

This Resolution allows the Village President to extend the current Lintech Agreement for one year.

Trustee Dries made a motion to approve Resolution 2019-18, authorizing the Village President to approve a one-year agreement with Lintech Engineering, Inc. for Engineering Services, seconded by Trustee Harris. Motion carried by roll call vote. Aye: Harris, Dalton, Higgins, Dries. Nay: None. Absent: Shaver, Fahnestock. (4-0-2)

2. RESOLUTION 2018-19 FOSTER BUICK

A RESOLUTION AUTHORIZING THE VILLAGE PRESIDENT OR HER DESIGNEE TO APPROVE AN AGREEMENT WITH THE FOSTER & BUICK LAW GROUP FOR VILLAGE LEGAL SERVICES

This Resolution allows the Village President to enter into an agreement with Foster Buick Law Group to continue utilizing their services as Village Attorney.

Trustee Dries made a motion to approve Resolution 2018-19, authorizing the Village President or her designee to approve an agreement with the Foster & Buick Law Group for village legal services, seconded by Trustee Harris.

Village Attorney Kevin Buick advised that this agreement basically mirrors the previous agreement.

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

3. RESOLUTION 2018-20 ESTABLISHING 2019 MEETING DATES

ESTABLISHING THE DATES AND TIMES FOR 2019 MEETINGS OF THE BOARD OF TRUSTEES AND COMMITTEES OF THE VILLAGE OF MAPLE PARK, COUNTIES OF KANE AND DEKALB, ILLINOIS

State law requires that municipalities post the meeting dates for all public meetings. This Resolution will satisfy that requirement.

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Trustee Higgins made a motion to approve Resolution 2018-20, establishing the dates and times for 2019 meetings of the Board of Trustees and committees of the Village of Maple Park, seconded by Trustee Dries. Motion carried by roll call vote. Aye: Dalton, Higgins, Dries, Harris. Nay: None. Absent: Shaver, Fahnestock. (4-0-2)

D. ORDINANCES

1. ORDINANCE 2018-18 WATER & SEWER CONNECTION CHARGES

AN ORDINANCE MODIFYING CERTAIN PROVISIONS OF TITLE 9, UTILITIES, CHAPTER 1, WATER USE AND SERVICE, AND CHAPTER 2, ARTICLE B. SEWER CONNECTION PERMITS AND CHARGES WITHIN THE VILLAGE OF MAPLE PARK

This ordinance removes the moratorium on certain fees in regards to water and sewer connections for new construction.

Trustee Higgins made a motion to approve Ordinance 2018-18, modifying certain provisions of Title 9, Utilities, Chapter 1, Water use and service, and Chapter 2, Article B. Sewer Connection Permits and charges, seconded by Trustee Dries.

Village Clerk Liz Peerboom advised that this had been vetted through the Finance Committee, and that the amounts were half of what the cost would have been if there was never a moratorium.

Attorney Buick advised that he would like to see an effective date on the ordinance of January 1, 2019. Clerk Peerboom will make that change and the change of the ordinance number on page 2.

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

2. ORDINANCE 2018-19 IMPACT FEES

AN ORDINANCE REMOVING THE TEMPORARY SUSPENSION OF CERTAIN PROVISIONS OF CHAPTER 17, FEES AND PENALTIES IN TITLE 12, SUBDIVISION REGULATION, IN THE MAPLE PARK VILLAGE CODE

This ordinance removes the temporary suspension of certain fees for new construction.

Trustee Higgins made a motion to approve Ordinance 2019-19, removing the temporary suspension of certain provisions of Chapter 17, fees and penalties in Title 12, Subdivision Regulation, seconded by Trustee Harris.

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Attorney Buick discussed some concerns that he had with the ordinance. Trustees discussed the amounts, and decided that those needed to be updated.

Trustee Higgins made a motion to table this item until the necessary changes could be made, seconded by Trustee Dalton. Motion carried by voice vote.

14. VILLAGE PRESIDENT REPORT

President Curtis discussed the strategic plan finalization. She will be sending a link to a survey that is just for Trustees. She added that once that is completed, the Board will be asked to meet again with NIU's Center for Governmental Studies to finalize the plan.

15. TRUSTEE REPORTS

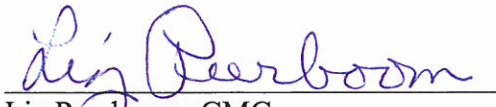
Trustee Higgins asked for a status update on the public hearing for the zoning changes. Clerk Peerboom and President Curtis have tried to get into contact with the Planning Commission chair but have been unsuccessful.

After some discussion, consensus was to have the changes go before the Finance Committee, the Board and then the Planning Commission.

16. ADJOURNMENT

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

Meeting adjourned at 7:59 p.m.



Liz Peerboom, CMC
Village Clerk