



# Village of Maple Park

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

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Approved: 2/4/2020

**BOARD OF TRUSTEES MEETING MINUTES  
TUESDAY, JANUARY 7, 2020  
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 7:00pm.

**2. PLEDGE OF ALLEGIANCE**

President Curtis led everyone in the pledge of allegiance.

**3. ROLL CALL/QUORUM ESTABLISHED**

Acting Village Clerk Terri D'Amato called the roll and the following board members were present: Village President Kathy Curtis, Trustee Dries, Trustee Fahnstock, Trustee Harris, Trustee Higgins, Trustee Rebone, and Trustee Ward.

Also present were Village Administrator Dawn Wucki-Rossbach, Village Engineer Jeremy Lin, Village Attorney Kevin Buick, Public Works Director Lou Larson, Police Chief Dean Stiegemeier, Village Accountant Cheryl Aldridge, and acting Village Clerk Terri D'Amato.

**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.*

**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 – December 3, 2019

**b) Receive and File**

- Infrastructure Committee – November 12, 2019
- Personnel Committee – November 19, 2019
- Planning Commission – October 17, 2019; November 21, 2019

c) Acceptance of Cash and Investment Report as of November 30, 2019

d) Approval of Bills Payable and Manual Check Register #776

ACCOUNTS PAYABLE:	<u>\$52,017.09</u>
MANUAL CHECKS:	<u>\$2,685.09</u>
TOTAL:	<u>\$54,702.18</u>

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

None.

**Motion by Trustee Fahnestock with 2<sup>nd</sup> by Trustee Rebone to approve the Consent Agenda Items A-E as presented. On a roll call vote Trustees Dries, Fahnestock, Harris, Higgins, Rebone, Ward voted yes. Motion carried.**

## 6. FINANCIAL REPORT

Village Accountant Cheryl Aldridge presented the financial reports for December, 2019. No questions.

## 7. LEGAL REPORT

No questions.

## 8. VILLAGE ADMINISTRATOR REPORT

Village Administrator Dawn Wucki-Rossbach is conducting interviews for the village clerk position this Wednesday and Thursday. Reminded all trustees and employees to fill out the forms and get their pictures taken for the village IDs.

## 9. POLICE DEPARTMENT REPORT

Attended statewide agencies workshop regarding threats including cyber attacks. On December 3<sup>rd</sup>, there was an award presentation by the Illinois Security Professionals Association and Trustee Dries received the Security Professionals That Make a Difference Award. Chief Stiegemeier and all the board applauded Trustee Dries on this prestigious award.

## 10. PUBLIC WORKS REPORT

Public Works Director Larson reported on the recent water main break that was promptly repaired at 11:00am. Second plow is on but the spreader has not been able to be mounted due to some missing parts.

## 11. ENGINEERING REPORT

Engineer Jeremy Lin working with Administrator Wucki-Rossbach on infrastructure items, elevated tank study and water usage and water rates.

## 12. COMMITTEE REPORTS

- Personnel & Communications – Suzanne Fahnestock, Chair
- Finance & Public Relations & Development – Chris Higgins, Chair
- Infrastructure – J.P. Dries, Chair

No report outside of committee meetings. Trustee Dries indicated that there has been discussion on the 5-year Capital Plan list and items are ongoing.

## 13. OLD BUSINESS

None heard.

## 14. NEW BUSINESS

### A. MOTIONS

1.Motion to Approve Updates to the Employee Handbook

**Motion by Trustee Dries with 2<sup>nd</sup> by Trustee Fahnestock to approve as presented. On a roll call vote Trustees Dries, Fahnestock, Harris, Higgins, Rebone, and Ward voted yes. Motion carried.**

2.Motion to Approve Cheryl Aldridge as Village Treasurer

**Motion by Trustee Dries with 2<sup>nd</sup> by Trustee Rebone to approve Cheryl Aldridge as Village Treasurer. On a roll call vote Trustees Dries, Fahnestock, Harris, Higgins, Rebone, and Ward voted yes. Motion carried.**

Trustee Fahnestock had a question regarding the description on the Organizational chart. Administrator Wucki-Rossbach will update the organizational chart to show title as Accountant/Treasurer in order to be congruent with the Municipal Code.

### B. CONSIDERATIONS

**1.Village Board Discussion and Direction to Plan Commission**

- i. Outdoor Lighting (Dark Sky) Ordinance
  
- ii. Swimming Pool Text Amendments

**C. RESOLUTIONS**

**1. RESOLUTION 2020-01**

AN ORDINANCE AUTHORIZING THE VILLAGE PRESIDENT TO EXECUTE A 5 YEAR LEASE AND SERVICE AGREEMENT WITH DE LAGE LANDEN PUBLIC FINANCE LLC FOR A 60-MONTH COPIER LEASE

*This resolution authorizes the Village President to enter into a lease agreement with De Lage Landen Public Finance LLC for the copier in Village Hall, and authorizes the Village President to enter into a service agreement with Impact Networking.*

**Motion by Trustee Fahnstock with 2<sup>nd</sup> by Trustee Ward to adopt Resolution 2020-01 as read. On a roll call vote Trustees Ward, Rebone, Higgins, Haris, Fahnstock, Dries voted yes. Motion carried.**

**D. ORDINANCES**

**1. ORDINANCE 2020-01 SMALL WIRELESS FACILITIES**

AN ORDINANCE AMENDING TITLE 9, "UTILITIES," BY AMENDING THE TEXT TO CHAPTER 4, "SMALL WIRELESS FACILITIES."

*This ordinance amends the Municipal Code establishing standards consistent with the Small Wireless Facilities Deployment Act for the design, permitting, location, construction, deployment, regulation, operation, maintenance, repair and removal of such small wireless facilities both within the public rights-of-way and in certain other locations within the Village.*

**Motion by Trustee Higgins with 2<sup>nd</sup> by Trustee Ward to approve Ordinance 2020-01 as read. On a roll call vote Trustees Dries, Fahnstock, Harris, Higgins, Rebone, Ward voted yes. Motion carried.**

**2. ORDINANCE 2020-02 PERMITTED USES IN B-1 AND B-2**

AN ORDINANCE AMENDING CHAPTER 7, SECTIONS 11-7-1B., "PERMITTED USES," AND, 11-7-1C. "SPECIAL USES," AND 11-7-2B, "PERMITTED USES" AND 11-7-2C, "SPECIAL USES,"

*This ordinance amends the text of the of the Municipal Code to address the type of business and special uses within the B-1 and B-2 Business Districts.*

**Motion by Trustee Harris with 2<sup>nd</sup> by Trustee Dries to approve Ordinance 2020-02 as read. On a roll call vote Trustees Ward, Rebone, Higgins, Harris, Fahnestock, Dries voted yes. Motion carried.**

## **15. VILLAGE PRESIDENT REPORT**

President Curtis attended the Kaneland District meeting and presented a copy of the Kaneland Knights 2020 Plan which includes stats on enrollment. Report will be kept in the village office for anyone that would like to review.

## **16. TRUSTEE REPORT**

Trustee Harris wanted to get it on the record that he felt he didn't make the right decision/vote at the last village board meeting regarding building permit fees. Expressed concern that higher fees may have a tendency to discourage new building in town. Trustee Ward echoed his sentiment.

Administrator Wucki-Rossbach will have the fee schedule reviewed in 6 months to see if permit applications have dropped off due to the fee schedule changes.

## **17. EXECUTIVE SESSION**

### **Litigation 5 ILCS 120/2 (c)11**

*"Litigation, when an action against, effecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for finding shall be recorded and entered into minutes."*

**Motion by Trustee Dries with 2<sup>nd</sup> by Trustee Rebone to move to Executive Session under 5 ILCS 120/2 (c) 11 Litigation. On a roll call vote Dries, Fahnestock, Harris, Higgins, Rebone, Ward voted yes. Motion carried.**

Meeting closed to the public at 7:46pm.

Meeting opened to the public at 8:12pm.

Acting Village Clerk Terri D'Amato called the roll and the following board members were present: Village President Kathy Curtis, Trustees Dries, Fahnestock, Harris, Higgins, Rebone, and Ward.

Others present were Village Administrator Dawn Wucki-Rossbach, Attorney Kevin Buick, and acting Village Clerk Terri D'Amato.

## 18. ADJOURNMENT

Having no further business before the board, President Curtis asked for a motion to adjourn. Motion by Trustee Higgins with 2<sup>nd</sup> by Trustee Fahnstock to adjourn. Motion carried by voice vote.

Meeting adjourned at 8:12pm.

*Terri D'Amato*

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Terri D'Amato  
Acting Village Clerk