



Village of Maple Park

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BOARD OF TRUSTEES MEETING MINUTES TUESDAY, SEPTEMBER 1, 2020 7:00 p.m. MAPLE PARK CIVIC CENTER 302 WILLOW STREET, MAPLE PARK

1. CALL TO ORDER

Village President Kathleen Curtis called the meeting to order at 7:00p.m.

2. PLEDGE OF ALLEGIANCE

President Curtis led everyone in the Pledge of Allegiance.

3. ROLL CALL/QUORUM ESTABLISHED

President Curtis asked for a roll call. Those answering present were President Kathleen Curtis, Trustee JP Dries, Trustee Suzanne Fahnestock, Trustee Brandon Harris, Trustee Christian Rebone, Trustee Jen Ward. Trustee Higgins was absent.

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

Special guest Jen Martinson of Lauterbach & Amen, LLP was also in attendance.

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. You may also send an email to villageclerk@villageofmaplepark.com in advance of the meeting. The Village Clerk will read such comments during the Public Comment portion of the meeting.*

5. PRESENTATION OF THE AUDIT – LAUTERBACH & AMEN, LLP

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

- August 4, 2020

b) Receive and File

- Infrastructure Committee Minutes – June 9, 2020/July 14, 2020
- Finance Committee Minutes – June 23, 2020/July 28, 2020

- c) Acceptance of Cash and Investment Report as of July 31, 2020
- d) Approval of Bills Payable and Manual Check Register #795

ACCOUNTS PAYABLE:	<u>\$223,122.25</u>
MANUAL CHECKS:	<u>\$1,686.86</u>
TOTAL:	<u><u>\$224,809.11</u></u>

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

Motion by Trustee Harris with 2nd by Trustee Dries to approve consent agenda items a) through e) as presented. On a roll call vote Trustee Fahnestock, Trustee Harris, Trustee Rebone, Trustee Ward, Trustee Dries voted Yes. Motion carried.

7. FINANCIAL REPORT

Treasurer Aldridge presented the monthly financial report to the board for review. President Curtis asked if there were any questions for Treasurer Aldridge. Hearing none, moved to next agenda item.

8. LEGAL REPORT

Attorney Buick had no report. President Curtis asked if there were any questions for Attorney Buick. Hearing none, moved to next agenda item.

9. VILLAGE ADMINISTRATOR REPORT

Village Administrator Wucki-Rossbach shared the following:
Census Enumerator is currently going through town knocking on doors to those addresses that have not yet responded to the Census. They will make 3 attempts to contact the residents.

Still working closely with Treasurer Aldridge on the CARES and CURES Covid-19 reimbursement programs. Kane County has extended their deadline one week. Currently looking at approximately \$70,000 in possible reimbursements.

10. POLICE DEPARTMENT REPORT

Chief Stiegemeier shared the following:
Halloween Trick or Treat hours are 4:00p.m. to 7:00p.m. but will follow county guidelines. There will be no parade. Golf cart parade has been approved which is scheduled for October 10th.

11. PUBLIC WORKS REPORT

Superintendent Larson shared the following:
Repaired the Dialer at the Wastewater Treatment Plant, along with the chlorine leak. Will be on vacation next week returning September 14th.

12. ENGINEERING REPORT

Village Engineer Lin shared the following:

Working on Lot and Final Reviews. Center Street work is completed, with a couple of spots left to finish regarding restoration. Looking at aggregate shoulder consideration.

13. OLD BUSINESS

None heard.

14. NEW BUSINESS

A. CONSIDERATIONS

- I. Land Acquisition for the Wastewater Treatment Facility

After a brief discussion,

Motion by Trustee Rebone with 2nd by Trustee Dries to send to the next agenda for vote. On a roll call vote Trustee Dries, Trustee Fahnestock, Trustee Harris, Trustee Rebone, Trustee Ward voted yes. Motion carried.

B. MOTIONS

- I. Motion to Approve FY 2019-2020 Audit

Motion by Trustee Harris to approve the Fiscal Year 2019-2020 Audit with 2nd by Trustee Dries.

On a roll call vote Trustee Harris, Trustee Fahnestock, Trustee Dries, Trustee Ward, Trustee Rebone voted yes. Motion carried.

- II. Motion to Approve Staffing Study

- a. Staffing Study – Background Item #1/Job Descriptions
- b. Staffing Study – Background Item #2/Positions Determination
- c. Staffing Study – Background Item #3/Part-Time Maintenance Worker and Part-Time Police Officer

Motion by Trustee Fahnestock with 2nd by Trustee Rebone to approve items a.) through c.) as presented.

On a roll call vote Trustee Ward, Trustee Dries, Trustee Fahnestock, Trustee Harris, Trustee Rebone voted yes. Motion carried.

- III. Motion to Waive the Penalty Fee for Account #0030018000 in the Amount of \$66.58

Motion by Trustee Fahnestock with 2nd by Trustee Rebone to waive the penalty fee for Account #0030018000 in the amount of \$66.58.

On a roll call vote Trustee Dries, Trustee Ward, Trustee Rebone, Trustee Harris, Trustee Fahnestock voted yes. Motion carried.

- IV. Motion to Approve Submitting a DeKalb County Community Foundation Implementation Grant Application and Obtain Updated Sign Quotes

Motion by Trustee Fahnestock with 2nd by Trustee Ward to approve submitting a DeKalb County Community Foundation Implementation Grant Application and Obtain Updated Sign Quotes.

On a roll call vote Trustee Fahnestock, Trustee Harris, Trustee Rebone, Trustee Ward, Trustee Dries voted yes. Motion carried.

15. RESOLUTIONS

A. RESOLUTION 2020-20 A RESOLUTION EXTENDING THE TEMPORARY CLOSURE OF VILLAGE STREETS

This Resolution extends the termination date of outdoor seating and dining for the bars and restaurants in Maple Park until November 15, 2020.

Motion by Trustee Rebone with 2nd by Trustee Fahnestock to adopt Resolution 2020-20/A Resolution Extending the Temporary Closure of Village Streets as amended to October 12, 2020.

On a roll call vote Trustee Fahnestock, Trustee Dries, Trustee Ward, Trustee Rebone voted yes. Trustee Harris abstained. Motion carried.

B. RESOLUTION 2020-21 A RESOLUTION RATIFYING THE VILLAGE PRESIDENT'S SIGNATURE ON THE LOCAL CORONAVIRUS URGENT REMEDIATION EMERGENCY SUPPORT PROGRAM (LOCAL CURE PROGRAM) FINANCIAL SUPPORT CONDITIONS AND CERTIFICATION, CERTIFICATE No. 20-494583

This Resolution authorizes the Village President to sign the emergency support documentation to seek reimbursement for costs relating to the COVID-19 pandemic that were not budgeted in the fiscal year 2021.

Motion by Trustee Harris with 2nd by Trustee Fahnestock to adopt Resolution 2020-21/A Resolution Ratifying the Village President's Signature on the Local Coronavirus Urgent Remediation Emergency Support Program (Local CURE Program) Financial Support Conditions and Certification, Certificate No. 20-494583.

On a roll call vote Trustee Rebone, Trustee Ward, Trustee Dries, Trustee Fahnestock, Trustee Harris voted yes. Motion carried.

16. ORDINANCES

A. ORDINANCE 2020-20 AN ORDINANCE AMENDING TITLE 1 OF THE VILLAGE CODE OF MAPLE PARK, ILLINOIS "ADMINISTRATION," SECTION 1-5-4(A) "MEETINGS," AND SECTION 1-5-6(A) COMMITTEES OF THE BOARD OF TRUSTEES

This Ordinance changes the committee structure of the Board of Trustees to combine all committees into one Committee of the Whole that will meet once a month.

Motion by Trustee Dries with 2nd by Trustee Fahnestock to approve Ordinance 2020-20/An Ordinance Amending Title 1 of the Village Code of Maple Park, Illinois “Administration,” Section 1-5-4(A) “Meetings,” and Section 1-5-6(A) Committees of the Board of Trustees.

President Curtis explained that if approved, this new meeting schedule will be implemented in October, 2020 with the first Village Board meeting scheduled for the first Tuesday of the month, and the Committee of the Whole scheduled for the third Tuesday of the month. If necessary, committee meetings will still be called by Committee Chairs for the month of September.

On a roll call vote Trustee Rebone, Trustee Harris, Trustee Fahnestock, Trustee Dries, Trustee Ward voted yes. Motion carried.

17. VILLAGE PRESIDENT REPORT

No report.

18. TRUSTEE REPORT

No report.

19. EXECUTIVE SESSION

20. ADJOURNMENT

Having no further business before the board, motion by Trustee Rebone with 2nd by Trustee Harris to adjourn. Motion carried by voice vote. Meeting adjourned by 7:31p.m.

Respectfully submitted,

Terri D’Amato
Village Clerk