

**VILLAGE OF CARPENTERSVILLE  
BOARD OF TRUSTEES  
REGULAR BOARD MEETING  
February 16, 2021**

Board Meeting – Village Hall Board Room, 1200 L.W. Besinger Drive, Carpentersville, IL 60110

The regular meeting of the Village Board of Trustees was called to order at 7:00 p.m. Those present for roll call were Village President Skillman, and Trustees Garcia, Malone, O’Sullivan, Andresen, Frost, and Vela. Also present were Village Manager Johnson, Attorney Stewart, and Village Clerk Mastera.

The Pledge of Allegiance was led by President Skillman.

**PROCLAMATIONS, CONGRATULATORY RESOLUTIONS, AND AWARDS** – None.  
**APPOINTMENTS, CONFIRMATIONS, AND ADMINISTRATION OF OATH** – None.

**PUBLIC COMMENT**

**Chris Kious (Kane County Board Member)**

- The Transportation Committee will have a meeting on February 25, 2021 at 10:00am via Zoom for a stakeholder engagement planning session can discuss future Kane County roadway construction and development projects.
- Longmeadow Parkway should be completed by July 31, 2021.
- The County is still distributing COVID-19 vaccines but getting the supply in irregular intervals which makes it difficult. The State of Illinois is also providing vaccines and helping with distribution events. As of this past Saturday, the County has received 54,595 doses of the COVID-19 vaccine and administered 50,612.
- The CARES Act Committee has received \$13 million for low income rental assistance in Kane County and a program should be put together in March for distribution.

President Skillman mentioned that a few hundred 1<sup>st</sup> doses vaccinations were recently given at a local site.

**CONSENT AGENDA** –

*President Skillman asked if any Board Member wished to remove an item from the Consent Agenda for further review and discussion. No removals were requested.*

Motion to approve the Consent agenda by Trustee O’Sullivan, second by Trustee Garcia.

- A. Approval of Bills
  - Fiscal Year 2020 Bills List and Payroll Totaling: \$274,510.71
  - Fiscal Year 2021 Bills List and Payroll Totaling: \$2,536,239.14
- B. Approval of Minutes
  - Regular Board Meeting Minutes from January 19, 2021
- C. A Special Ordinance Authorizing the Ceding of Private Activity Bonding Authority

- D. A Resolution Authorizing the Purchase of One (1) International Mv607 Cab and Chassis Outfitted With XT Pro 60 Forestry Equipment through Sourcewell from Custom Truck One Source in the Amount of \$153,662.00
- E. A Resolution Authorizing the Purchase of One Ford F-350 Pick-Up Truck with Service Bed and Snow Plow Prep Package through the Suburban Purchasing Cooperative Program from Roesch Ford in the Amount of \$43,155.00
- F. A Resolution Accepting a Bid from Muscat Painting & Decorating for Construction Services Related to Fire Hydrant Sandblasting and Painting in an Amount Not to Exceed \$60,000.00

**Vote on Motion:**

7 – ayes (Garcia, Malone, O’Sullivan, Frost, Andresen, Vela, and Skillman)

0 – nay

0 – absent

**Motion passed, approved by omnibus vote.**

**REPORTS OF THE MANAGER AND STAFF –**

**Administration Update - Manager Johnson**

- He provided an update on water billing issues as estimated bills went out after a water meter reader went down in December. The new equipment arrived in January but had to be sent back because it was damaged in transit. Now, the undamaged new equipment arrived but incloimate weather caused a delay in the installation. He reiterated that overpayments will be credited to the water bill accounts, and for anyone whose estimate was too low and now they owe a lot the Village can set up a payment plan with them and waive late fees.
- He is monitoring Federal legislation regarding a second COVID relief package. Staff has continued to track expenses that pertain to the COVID pandemic.
- He is also monitoring the Governor’s budget proposal when it comes out to see if the state tries to offset its deficit by withholding some of the income tax that’s usually passed through to municipalities. Legislature would have to vote on it if the issue was proposed.
- He will be meeting with the Forest Preserve to discuss the expansion of the Raceway Woods parking lot. Last year, many people utilized Raceway Woods during COVID shut downs and the parking lot was undersized.
- Upon a question from Trustee Vela, Manager Johnson confirmed that information regarding the water bills had been posted on social media.

**Community Development Update – Director Ben Mason**

- He gave an overview of the project staff took on to streamline the Residential Building Permit Application. Instead of having multiple applications, there will be one universal form which can be found on the Village website to make it easier for residents and contractors. He said they will also share information on social media about the change. In addition, they are working on making a fillable form PDF application and a form in Spanish. Director Mason thanked Building Inspector Thomas Moszczynski and Senior Planner John Svalenka for their help in completing the project.

President Skillman emphasized the importance of doing things like this so people know the Village documents are user friendly and make things easier for the applicants.

### **Fire Department Update – Chief John-Paul Schilling**

- Chief Schilling provided an update on the new ladder truck and said staff members are getting the factory training with the representatives from Pierce these three days, and after that individual training sessions will be set up to get familiar with all the equipment.

**OLD BUSINESS** – None.

**NEW BUSINESS** – None.

### **TRUSTEE AND COMMITTEE REPORTS**

#### **Trustee Vela had the following report:**

- She commended the Police Department for a job well done for the incident in Glen Eagle Farms and she is very proud of the way the officers handled the situation.
- She thanked Public Works staff for keeping the roads clean and keeping everyone safe.

**Trustees Frost and Malone had no reports.**

#### **Trustee O’Sullivan had the following report:**

- The Audit & Finance Commission has a meeting coming up. It will be next Monday, at 6:00pm at the Public Works Training Room.

#### **Trustee Garcia had the following report:**

- He said he is working with the Special Events and Parks Commission on events for the upcoming year if things are able to start reopening.

#### **Trustee Andresen had the following report:**

- She let people know this will be her last meeting as she and her husband will be moving to Florida. She thanked her fellow Trustees who were welcoming when she was appointed, and that even when people didn’t agree on issues, they remained professional. She thanked Village employees, especially all the ones that have to stay after work to come to the Board meetings. She thanked President Skillman for appointing her and giving her the opportunity, especially learning all that goes on behind the scenes to keep the Village running. She said she still has family in the area and that she’s sure she’ll be back to visit.

President Skillman thanked her for her service.

**President Skillman had no report.**

### **CLOSED SESSION –**

Trustee Andresen motioned to adjourn to Closed Session, seconded by Trustee Garcia, to discuss Section 2(c)(2) of the Open Meetings Act – collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees; and Section 2 (c)(11) - Litigation, when an action against, affecting 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 the finding shall be recorded and entered into the minutes of the closed meeting.

**Vote on Motion:**

7 – ayes (Garcia, Malone, O’Sullivan, Frost, Andresen, Vela, and Skillman)

0 – nay

0 – absent

**Motion passed.**

The Board adjourned to Closed Session at 7:23 p.m.

The Board reconvened at 7:52 p.m.

**DISCUSSION CONCERNING OTHER VILLAGE BUSINESS –**

President Skillman and several Trustees discussed the new residential building permit application that Director Mason spoke about earlier, and they emphasized the need and importance of staff providing good customer service to residents and contractors. They told Manager Johnson that having Village staff known as being helpful and friendly should continue to be a priority.

Trustee Frost thanked Trustee Andresen for her service.

Manager Johnson and President Skillman spoke briefly about the M & M property that the Village now owns near the river.

Manager Johnson said the next Board Meeting could be at the Public Works Training room due to the carpet in the Board room being scheduled to be placed.

**ADJOURNMENT**

As there was no further business, Trustee Garcia motioned to adjourn the meeting, seconded by Trustee Andresen. Roll call: Aye – 7 (Garcia, Malone, O’Sullivan, Andresen, Frost, Vela, and Skillman), Nay – 0, Absent – 0.

The meeting adjourned at 8:04 p.m.

Respectfully submitted,

Kelly Mastera

Kelly Mastera, Village Clerk