

**VILLAGE OF CARPENTERSVILLE  
BOARD OF TRUSTEES  
REGULAR BOARD MEETING  
August 18, 2020**

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

- A. A Proclamation Recognizing August 31, 2020, as International Overdose Awareness Day

President Skillman read the proclamation. Village Clerk Mastera pointed out that resident Terri Lynn Dudar was the one who would advocate for this day within the Village, and that she passed away earlier this year.

**PUBLIC COMMENT –**

**Chris Kious – Kane County Board Member, District 23**

- He spoke with Manager Johnson about a cooperative program that the county is participating in to promote solar energy. He said it is a trustworthy vendor and also offers a chance for savings as more people participate. He responded to Trustee O’Sullivan’s question about tax savings possibilities that there are opportunities at the federal and state level.
- The Energy and Environment Committee is developing a five-year solid waste program for the County, and that public hearings will probably be in October.
- He spoke about the Kane County Cares Act Committee regarding the allocation of funds to recover costs related to COVID-19, and that paperwork has been sent out to the villages.

**APPOINTMENTS, CONFIRMATIONS, AND ADMINISTRATION OF OATH –**

- A. Motion to Correct the Re-Appointment of Mike Armato – with a Term Ending May 2022 – to the Business Development Commission

Clerk Mastera explained there had been error on the last agenda regarding the year the term expired and this was to correct it.

Motion to approve the correction on the appointment by Trustee Frost, seconded by Trustee O’Sullivan.

Vote on Motion:

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

0 – nay

0 – absent

Motion passed and approved by vote.

**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 pass the Consent agenda by Trustee Garcia, seconded by Trustee Andresen.

- A. Approval of Bills
  - Fiscal Year 2020 Bills List and Payroll Totaling: \$1,803,727.87
- B. Approval of Minutes
  - Regular Board Meeting Minutes from August 4, 2020
- C. A Resolution Approving a Contract for the 2020 Motor Fuel Tax (MFT) Sidewalk Repair Program to Safe Step, LLC of Hortonville, Wisconsin, in the Amount of \$24,995.10

**Vote on Motion:**

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

0 – nay

0 – absent

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

**REPORTS OF THE MANAGER AND STAFF –**

**Administration Update - Manager Johnson**

- Staff attended a CARES webinar regarding the distribution of funds related to COVID-19 expenses. He said the Village is eligible for up to about \$2 million in revenue. Staff is reviewing expenditures that have been tracked and also are looking for ones that may also qualify under the Act.

- He emphasized the importance of people participating in the census. So far the national response rate is 63.9%, Illinois is at 68.9%, and Carpentersville is at 73.5%. He said the numbers translate into real dollars.

Trustee O’Sullivan asked Manager Johnson further questions about the CARES Act funding and what the amount is so far that staff has found as eligible expenses for reimbursement. Manager Johnson said so far staff has accounted for about \$150,000 in expenses, and that it’s currently a work in progress. Attorney Stewart said he is also researching a few different expense items and the required parameters around the eligibility. Trustee O’Sullivan encouraged Manager Johnson to be creative and aggressive in going after the funds.

- Manager Johnson recapped information regarding the storm that passed through last week. He said ComEd has opened up reimbursement for spoiled food and other losses for anyone who experienced loss due to loss of power for an extended period of time. Manager Johnson said staff will share the information on the website and social media. He said one of the reasons the Village

was able to respond so well to the storm was due to an aggressive tree removal program in Public Works that started about eight years ago. The program identified dead or partially dead trees on the right-of-way that needed to be removed. Manager Johnson said most of the trees affected by the storm were on private residences. He said he thought staff in the various departments like Public Works, the Fire Department, and Community Development did a wonderful job.

- The water bill incentive program that was established a few months ago has had a lower response rate than hoped. He asked the Board if he could extend the offer through the end of the fiscal year so more residents can take advantage of it. Manager Johnson said a little over 100 people have participated. The Board agreed.

President Skillman asked if they could get a construction update at the next Board meeting.

**OLD BUSINESS** – None.

**NEW BUSINESS** – None.

### **TRUSTEE AND COMMITTEE REPORTS**

**Trustee Vela had no report.**

**Trustee Andresen had no report.**

**Trustee Frost had the following report:**

- He reminded people to participate in the census.

**Trustee O’Sullivan had no report.**

**Trustee Garcia had the following report:**

- He thanked Public Works for their work after the storm, and said they did a phenomenal job.

**Trustee Malone had no report.**

**President Skillman had the following report:**

- He said staff did a great job after the storm and that there was good communication among everyone, including the Board. He believes that the most affected were residents who lost power for three days.

- He asked Manager Johnson to look into the possibility of how the Village can help people with generators if there is a major storm in the future, as local stores sold out of them. Trustee Garcia says ComEd usually brings generators to the area, if areas are hit hard.

**CLOSED SESSION** – None.

President Skillman asked for a brief recess at 7:25 p.m.

The Board reconvened at 7:26 p.m.

## DISCUSSION CONCERNING OTHER VILLAGE BUSINESS –

The Village Board and Village Manager discussed the formatting of staff reports and how to make future reports more efficient both for the Board and for staff. They also discussed the frequency of the reports. Trustee O’Sullivan emphasized that Board members should go through the Manager who would then discuss questions with staff, and vice versa, to keep communication clear. Trustee Vela also emphasized that any Village policy must be communicated and followed. She also emphasized that the staff reports should help the Board answer general resident questions about what is going on in the Village.

President Skillman and Manager Johnson discussed the upcoming fall newsletter that will have an October or November mail date.

President Skillman said as the commission positions get filled and they are able to start meeting more again, the Trustees on each commission need to be providing reports and updates at the Board meetings.

Trustee Garcia said the Village Board still needs a group picture for the website.

President Skillman said Economic Development Director Mason is looking for tenants to help fill spaces on Route 25 and Route 31.

Manager Johnson let the Board know the State of Illinois announced they are getting ready to release a round of dispensary licenses.

## ADJOURNMENT

As there was no further business, Trustee O’Sullivan motioned to adjourn the meeting, seconded by Trustee Garcia. Voice vote was unanimous, all seven members present voted aye.

The meeting adjourned at 7:39 p.m.

Respectfully submitted,

*Kelly Mastera*

Kelly Mastera, Village Clerk