

**MINUTES OF THE REGULAR BOARD MEETING
OF THE PRESIDENT AND BOARD OF TRUSTEES
HELD ON THURSDAY, MAY 16, 2019**

CALL TO ORDER:

President Roth called the meeting to order at 7:03 pm.

ROLL CALL:

Trustee William Harper	Present	Trustee Mary Thon	Present
Trustee Larry Schmidt	Present	Trustee William Carlson	Present
Trustee Michael Baumer	Present	Trustee James Cecille	Present
President Billie D. Roth	Present		

All those answering “present” were physically present at the meeting.

PLEDGE OF ALLEGIANCE:

PRESIDENT’S REPORT:

P-19-001 Commission Appointments / Re-Appointments / Resignation

President Roth requested the Board accept the resignation of Claudia Mondragon from the Community Relations Commission effective immediately. Trustee Baumer moved to accept. Trustee Schmidt seconded the motion. A voice vote approved the motion to accept the resignation.

President Roth requested the Board accept the resignation of Marie Alexander from the Planning & Zoning Board effective May 22, 2019. Trustee Carlson moved to accept. Trustee Harper seconded the motion. A voice vote approved the motion to accept the resignation.

President Roth requested concurrence to reappoint Sandy Stewart and Norbert Esch to the Planning and Zoning Board for four-year terms expiring May 2023. Trustee Thon moved to approve. Trustee Carlson seconded the motion. A voice vote approved the reappointments.

President Roth requested concurrence to reappoint Ron Franczak to the Police Pension Board for a two year term expiring May 2021. Trustee Cecille moved to approve. Trustee Baumer seconded the motion. A voice vote approved the reappointment.

President Roth requested concurrence to reappoint Steve Wilson to the Veterans Memorial Commission for a two year term expiring May 2021. Trustee Carlson moved to approve. Trustee Harper seconded the motion. A voice vote approved the reappointment.

- P-19-002 DARE Presentation
- P-19-003 Streamwood High School DECA / HOSA / Skills USA Student Recognition
- P-19-004 Citizens Police Academy Recognitions

RECESS:

Trustee Baumer moved for a short recess for photos and refreshments. Trustee Harper seconded the motion. A voice vote approved the recess. The Village Board recessed their meeting at 8:01 p.m.

RECONVENE MEETING:

The Village Board reconvened their meeting at 8:23 p.m.

ROLL CALL:

Trustee William Harper	Present	Trustee Mary Thon	Present
Trustee Larry Schmidt	Present	Trustee William Carlson	Present
Trustee Michael Baumer	Present	Trustee James Cecille	Present
President Billie D. Roth	Present		

All those answering “present” were physically present at the meeting.

VILLAGE MANAGER’S REPORT:

Village Manager Sharon Caddigan invited all to visit our “Cops on Top” at Streamwood Dunkin’ Donuts, Route 59/19 from 5 am to 12 noon on Friday, May 17th. This fundraiser supports IL Special Olympics. Streamwood officers are also participating in the Torch Run on June 2nd.

APPROVAL OF AGENDA:

Request the Board approve the May 16, 2019 Agenda as presented. Trustee Cecille moved for approval. Trustee Carlson seconded the motion. A voice vote approved the Agenda as presented.

APPROVAL OF THE MINUTES:

Request the Board approve the Minutes of a Board Workshop Meeting of April 11, 2019 as presented. Trustee Carlson moved for approval. Trustee Schmidt seconded the motion. A voice vote approved the Minutes as presented.

Request the Board approve the Minutes of the Regular Board Meeting of May 2, 2019 as presented. Trustee Schmidt moved for approval. Trustee Carlson seconded the motion. A voice vote approved the Minutes as presented.

COMMUNITY DEVELOPMENT – Trustee Carlson/Trustee Harper

A-19-050 Ordinance - Approval of Special Use for Sale of Alcoholic Beverages / 1300 E. Irving Park Road / Amor Banquet

Request the Board approve an Ordinance entitled “AN ORDINANCE GRANTING A SPECIAL USE PERMIT TO ALLOW FOR THE OPERATION OF A BANQUET FACILITY WITH THE SERVICE OF ALCOHOLIC BEVERAGES IN A C-2 COMMERCIAL DISTRICT 1300 E. IRVING PARK ROAD.” This Ordinance approves a Special Use Permit to allow the operation of a restaurant with the service of alcoholic beverages, 1300 E. Irving Park Road, Amor Banquet.

Trustee Carlson presented the Ordinance for second reading and moved for approval. Trustee Baumer seconded the motion. ROLL CALL:

Trustee Harper	Aye	Trustee Thon	Aye
Trustee Schmidt	Aye	Trustee Carlson	Aye
Trustee Baumer	Aye	Trustee Cecille	Aye

Motion carried. ORDINANCE 2019-15

FINANCE - Trustee Schmidt/Trustee Baumer

A-19-055 Motion – Approval of Semi-Monthly Expenditures

Request the Board approve the semi-monthly expenditures in the amount of \$2,712,699.07 which represents the total of the schedule of bills dated May 16, 2019.

General Fund	\$ 1,412,259.87
Wetland Special Service Areas	2,459.87
Capital Replacement Fund	223.60
Street Improvement Fund	66,746.47
Facilities Replacement Fund	315,647.38
Water and Sewer Fund	900,763.48
Golf Fund	11,915.40
Firefighter’s Pension Fund	<u>2,683.00</u>
Total	<u>\$ 2,712,699.07</u>

Trustee Schmidt moved for approval of the semi-monthly expenditures as presented. Trustee Carlson seconded the motion. Finance Director Josh Peacock noted this bills list includes the Village’s annual insurance payment of \$1.1M to MICA as well as the purchase of Lake Michigan water through JAWA. ROLL CALL:

Trustee Thon	Aye	Trustee Schmidt	Aye
Trustee Carlson	Aye	Trustee Baumer	Aye
Trustee Cecille	Aye	Trustee Harper	Aye

Motion carried.

I-19-001 Information Item – Cook County Triennial Assessment

The Cook County Assessor is responsible for assessing the value of homes throughout the County. Each year, they take a section of the County and conduct a thorough re-assessment by looking at changes in market values, work done on properties, and general economic conditions. This year the County is re-assessing the property values of all northern suburban properties as part of this three-year property tax cycle review. Hanover Township is tentatively scheduled to be reviewed in September.

LEGISLATIVE – Trustee Cecille/Trustee Thon

A-19-056 Ordinance – JAWA Delegates

Request the Board approve an Ordinance entitled “AN ORDINANCE DESIGNATING A DIRECTOR AND ALTERNATE DIRECTOR FOR THE VILLAGE OF STREAMWOOD FOR THE BOARD OF DIRECTORS OF THE NORTHWEST SUBURBAN JOINT ACTION WATER AGENCY.” This Ordinance approves the designation of representatives to the Joint Action Water Agency (JAWA).

Trustee Cecille presented the Ordinance for first reading. Village Manager Sharon Caddigan stated the Village is required to designate a director and alternate to JAWA every two years. Village President Roth is the director and Trustee William Carlson is the alternate director. Ms. Caddigan stated JAWA has asked this Ordinance to be approved by June and asked the Board to consider waiving the first reading.

Trustee Cecille moved to waive the first reading. Trustee Baumer seconded the motion. A voice vote approved waiving the first reading. Trustee Cecille moved to approve the Ordinance as presented. Trustee Schmidt seconded the motion. ROLL CALL:

Trustee Schmidt	Aye	Trustee Carlson	Aye
Trustee Baumer	Aye	Trustee Cecille	Aye
Trustee Harper	Aye	Trustee Thon	Aye

Motion carried. ORDINANCE 2019-16

PUBLIC SAFETY - Trustee Harper/Trustee Carlson

A-19-054 Ordinance – Approval of Amendment to Title 3, Chapter 4 / Liquor Licensing

Request the Board approve an Ordinance entitled “AN ORDINANCE AMENDING SECTION 3-4-8 ENTITLED “LICENSE CLASSIFICATIONS, FEES, NUMBER ISSUED” OF CHAPTER 4 ENTITLED “ALCOHOLIC LIQUOR DEALERS” OF TITLE 3 ENTITLED “BUSINESS AND LICENSE REGULATIONS,” OF THE VILLAGE CODE OF ORDINANCES OF THE VILLAGE OF STREAMWOOD.” This Ordinance amends the number of select liquor license classifications available for purchase to conform to the actual number of licenses outstanding at this time.

Trustee Harper presented the Ordinance for second reading and moved for approval. Trustee Carlson seconded the motion. ROLL CALL:

Trustee Carlson	Aye	Trustee Baumer	Aye
Trustee Cecille	Aye	Trustee Harper	Aye
Trustee Thon	Aye	Trustee Schmidt	Aye

Motion carried. ORDINANCE 2019-17

PUBLIC WORKS - Trustee Baumer/Trustee Schmidt

A-19-057 Resolution – Professional Services Agreement / TKB Associates, Inc.

Request the Board approve a Resolution entitled “A RESOLUTION APPROVING AND AUTHORIZING THE VILLAGE PRESIDENT TO EXECUTE ON BEHALF OF THE VILLAGE AND AUTHORIZING THE VILLAGE CLERK TO ATTEST TO A CERTAIN PROFESSIONAL SERVICES AGREEMENT WITH TKB ASSOCIATES, INC. FOR PAPER DOCUMENT SCANNING AND CONVERSION TO ELECTRONIC FORMATTED DOCUMENTS.” This Resolution approves a contract with TKB Associates, Inc. for the archival scanning of the Village’s building and zoning files for an estimated cost of \$93,204.

Trustee Baumer presented the Resolution and moved for approval. Trustee Cecille seconded the motion. Community Development Director John Peterson reviewed the Village’s document history with everything on paper from 1957 forward. Technology now allows these documents to be scanned, digitized and stored electronically with great search capability. The state archives will also allow destruction of certain original documents with proper digitization. An RFP was prepared and five proposals were returned; four were qualified. The pricing is estimated on a per unit cost as the actual number of documents, size of paper stock, oversized documents, etc. will vary. The submitted costs are based on 1 million pages being scanned which includes the residential, commercial and subdivision files. This price will be held for three years and can be expanded to include other departmental files. TKB Associates was the low bid, and is also our Laserfiche provider. This will also allow easy integration into the Laserfiche system.

Jerry Breitbarth, owner of TKB Associates, was present for questions. He stated TKB works with 130 municipalities and many other entities in IL. Scanning is only 20 percent of their business, and accuracy is stressed during the process so the integration into Laserfiche will work well. Trustee Harper asked where the scanning will take place. Mr. Breitbarth stated they have a warehouse processing center in Mokena, and further discussed the security of the facility and the documents that will be brought there. TKB employees are with the documents from pickup through delivery and the actual scanning process. Trustee Cecille asked about the documents to be scanned. Mr. Peterson noted these are individual address files for each property parcel in the Village. The scope will expand in future years to include other files. Mr. Peterson stated that after scanning, the documents will be destroyed as allowed by state law. Mr. Breitbarth stated all document shredding is performed on-site at the Mokena warehouse by a licensed shredding company. ROLL CALL:

Trustee Baumer	Aye	Trustee Cecille	Aye
Trustee Harper	Aye	Trustee Thon	Aye
Trustee Schmidt	Aye	Trustee Carlson	Aye

Motion carried.

RESOLUTION 2019-25

COMMUNITY AFFAIRS - Trustee Thon/Trustee Cecille

I-19-002 Information Item – Memorial Day Observance Weekend – May 25 - 26

The Veterans Memorial Commission has ceremonies planned for Memorial Day weekend. On Saturday, May 25 at 8:00 pm, the observance will begin with a POW/MIA Candlelight Vigil followed immediately by the posting of the Vigil Guard. The Vigil Guard will patrol the Streamwood Veterans Memorial until Sunday, May 26 at 11:00 am when the Memorial Day Ceremony will commence. We invite everyone to join us as we honor those who have served in the armed forces and are no longer with us.

Staff Liaison Josh Peacock noted the Spring Valley Concert Band and the Medinah Highlanders will be performing. Speakers include Commission member A1C LaShaunda Clark Jordan, and Col. Kevin Garvey. The new Battlefield Cross challenge coin will also be available for purchase.

PUBLIC COMMENTS:

ADJOURNMENT:

Trustee Cecille moved to adjourn. Trustee Carlson seconded the motion. A voice vote approved the adjournment. The Village Board adjourned their meeting at 9:00 p.m.

Billie D. Roth
Village President

Kittie L. Kopitke
Village Clerk

Approved this 6th day of June 2019