

**ORDINANCE COMMITTEE MEETING
MAY 3, 2010**

Chairman James Coppernoll called the meeting to order at 7:00 P.M.

Trustee members present: Sally Hollembeak, Gary Maitland

Also, present: Attorney Jim Stevens; Nancy Belt; Stephen Appell; President Jim Claeysen; Scott Kramer, Chief Todd Houde; David Nord

Absent: David Schroeder

James Coppernoll moved to adopt the amended agenda adding & changing the order of business:

- Trustee Compensation
- Police Department Training Requests
- Change order of business: Newburg Village PUD Agreement after citizens voice

Sally Hollembeak seconded. Motion carried by voice vote.

Sally Hollembeak moved to approve the April 5, 2010 ordinance committee minutes. Gary Maitland seconded. Motion carried by voice vote.

CITIZENS VOICE

James Coppernoll asked Mr. Jason West to please come forward and address the committee. Mr. West stated that he received a violation letter regarding general conditions of his property and the two tents structures. Mr. West said that he has cleaned up the yard and has removed one of the tents like structure. Mr. West explained that the remaining temporary tent has a steel structure with a polyurethane tarp material and this can be made into a permanent structure. David Nord was asked to review the current accessory building ordinance and discuss this with Attorney Jim Stevens. A letter will be sent to Mr. West regarding his temporary structure.

NEWBURG VILLAGE PUD AGREEMENT

Attorney Curt Tobin stated that he represents Mr. Streeter and they are asking for an amendment to the Planning Unit Development for Newburg Village Subdivision on the following:

- Golf Fees: fifty cents per round of golf is terminated
- Reduction of Balance Due of Golf Fees: immediate reduction of the current balance due to the village to \$6,000.
- Clubhouse: the current structure is agreeable as a clubhouse as defined in the PUD
- Water Line Extension: The obligation of M. J. Golf to pay a waterline extension from the zoo property to Newburg Road, including under the Kishwaukee River, is waived.
- Fees must be paid to the village for the future construction of Patrick Drive at \$60,000.

The ordinance committee concluded discussion with Attorney Curt Tobin to extend the sunset provision date until May 2011, Mr. Streeter must pay the due golf fees of \$6,000.00 by the end of the August 2010 and Patrick Drive must be funded. This discussion was referred to the next scheduled finance committee meeting.

CHAPTER 78 “VEGETATION”

Attorney Jim Stevens stated that he is working on the revisions to Chapter 78 “Vegetation” submitted by Joe Caveny. The draft ordinance will be ready for review at the June ordinance committee meeting.

TRUSTEE COMPENSATION

Scott Kramer informed the committee that effective May 2011 the trustees will receive an increase of \$225.00 for each village board meeting attended. Scott said with the economy downfall he would like to discuss the process of repealing ordinance number 2008-20. Attorney Jim Stevens stated that elected officials can not increase nor decrease their salary while in office. Attorney Jim Stevens said trustees did pass the resolution to voluntarily reimburse the village. Nancy Belt said that the board can pass an ordinance 180 days before the April 2011 election to implement a new salary that would be effective 2013. It was agreed to continue discussion on this matter at the upcoming ordinance committee meetings.

NUISANCE ORDINANCES

Stephen Appell stated that he sees many nuisance violations all around the village per Sections 22-31 -22-32, Sections 6-2-5-1 & Section 44-221 of the Code of Ordinances. Stephen Appell said that the administrator, police department and public works employees have issued village vehicles and should be sighting these violations and enforcing village ordinances for the removal of garbage & debris & residential structures in need of repair. Stephen Appell said he wants violation letters mailed out to the homeowners. David Nord stated that he does send out violation letters when he receives complaints. David said that he is not the village building inspector he reports all violations to the Winnebago County Building Department.

RESOLUTION APPOINTING BUDGET DIRECTOR

President Claeysen stated that he had Village Clerk, Nancy Belt draft a resolution; "Appointing the Budget Director and Setting the Annual Compensation". President Claeysen stated that he reduced the compensation to \$6000.00 from \$7,000.00 for fiscal year 2010/2011. **Sally Hollembeak moved to send to the village board to adopt Resolution Number 2010-6 "Appointing the Budget Director and Setting the Annual Compensation". Gary Maitland seconded. Motion carried by voice vote.**

CHAPTER 10 ALCOHOLIC BEVERAGES CLASSIFICATION 10-34 CLASS J (C)

Village Clerk, Nancy Belt asked the committee to review/discuss Section 10-35 (10) Class J License c. "The holder of this license must also hold a class C and/or E license. After further discussion Sally Hollembeak moved to have Attorney Jim Stevens draft an ordinance amending Section (c): "J license must hold a class C license or class C & E license and also amend Section 10-35 Classifications; Scope; Fees: Class E Sunday Sales \$180.00. Gary Maitland seconded. Motion carried by voice vote.

EMPLOYEE HANDBOOK; VACATION

James Coppernoll stated that the Employee Handbook and Code of Ordinances have inconsistency language regarding vacation time for employees who are employed 20 years or more.

- over 20 years an additional 1 day for each year over 20
- Additional day over 20 is not to exceed five days

Gary Maitland moved to send to the village board meeting on May 18, 2010 to adopt a Resolution amending the employee handbook to insert "additional day over 20 is not to exceed five days". Sally Hollembeak seconded. Motion carried by voice vote.

MEMBERSHIPS

James Coppernoll stated that at the personnel committee meeting Stephen Appell recommended suspending the seminar policy per the employee handbook, because the budget does not reflect seminar expenditures. Gary Maitland stated that it has been the practice of the board to vote on each individual seminar request at the board level and said he does not agree to pass a resolution suspending the seminar policy. Scott Kramer stated that the employee handbook implies that an employee is entitled to attend two memberships and recommended the resolution be passed to suspend the seminar policy for one year. Stephen Appell said that if an employee has to maintain certification he had no problem with attendance, as long as the seminar is budgeted and all seminar requests must be presented to the board for approval with documentation of certification requirements. Gary Maitland said he will make the motion to send the resolution to the board, but will not vote in favor of the resolution, because the board still has to vote on the expenses for each individual request.

Gary Maitland moved to authorize Attorney Jim Stevens to draft the resolution to be presented at the village board meeting on May 18, 2010, "Policy for Individual Membership in Professional Organizations and Attendance of Seminar is suspended for one year". Sally Hollembeak seconded. Motion carried by voice vote.

COMBINE PLANNING COMMISSION BOARD & ZONING BOARD OF APPEALS

Attorney Jim Stevens informed the committee that he is in the process of drafting an ordinance to combine the two advisory boards; planning commission and zoning board of appeals. The process will be completed around 60 – 90 days.

POLICE OFFICERS TRAINING

Chief Todd Houde recommended Detective Gary Hull attendance at the Illinois Juvenile Officers Association annual training on June 15 – 17, 2010 in Peoria, Illinois at a cost of \$150.00. The IJOA will pay for the registration & hotel, and he will use his village vehicle. Sally Hollembeak moved to send to the May 18, 2010 village board meeting to approve Detective Gary Hull's attendance at the Juvenile officers Associations annual training on June 15 -17, 2010 in Peoria, Illinois in the amount of \$150.00. Gary Maitland seconded. Motion carried by voice vote.

Chief Todd Houde recommended Officers Ken Fry & Bryon Muraski to attend the ILEAS training held May 24 – 26, 2010 in Joliet, Illinois at a total cost of \$300.00 for meals. The registration, hotel is paid by the federal government. Sally Hollembeak moved to send to the May 18, 2010 village board meeting to approve for Officers Ken Fry & Bryon Muraski to attend the ILEAS training held May 24 – 26, 2010 in Joliet, Illinois at a cost not to exceed \$300.00 for meals. Gary Maitland seconded. Motion carried by voice vote.

Stephen Appell asked if both seminars were budgeted and requested if these training courses are for certification. This will be discussed at the May 18, 2010 village board meeting.

PRESIDENT'S REPORT

President Claeysen stated that Treasurer, Karen Melloch presented the cash on hand to be estimated at \$766,200 and per the final report as of April 30, 2010 the cash on hand is \$899,284 a difference of \$113,084. President Claeysen thanked the department heads for their efforts on cutting back on the 2009/2010 budget expenditures.

ATTORNEY'S REPORT

Attorney Jim Stevens stated that the village clerk will be receiving court notices due to foreclosures and asked that the documents be forwarded to his office to review if the village has any outstanding invoices/liens on the property.

Sally Hollembeak moved to adjourn at 8:36 pm. Gary Maitland seconded. Motion carried by voice vote.

Recorded by: Village Clerk, Nancy L. Belt

Ordinance minutes approved by Chairman, James Coppernoll on May 4, 2010