

**MINUTES OF A REGULAR MEETING  
OSWEGO VILLAGE PRESIDENT AND BOARD OF TRUSTEES  
OSWEGO VILLAGE HALL  
100 PARKERS MILL, OSWEGO, ILLINOIS  
October 16, 2018**

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

President Gail Johnson called the meeting to order at 7:06 p.m. and led the Pledge of Allegiance to the Flag of the United States of America.

**ROLL CALL**

Physically Present: President Gail Johnson and Trustees Ryan Kauffman, Karin McCarthy-Lange, Pam Parr, Luis Perez, Judy Sollinger and Joe West.

Staff Present: Tina Touchette, Village Clerk; Jeff Burgner, Police Chief; Jennifer Hughes, Public Works Director; Mark Horton, Finance Director; Rod Zenner, Community Development Director; Corinna Cole, Economic Development Director; Jay Hoover, Building & Zoning Manager; Jenette Sturges, Community Engagement Coordinator- Marketing; Steve Raasch, Facilities Manager; Natalie Zine, Planner; Billie Robinson, Asst. Finance Director; and Dave Silverman, Village Attorney.

**CONSIDERATION OF AND POSSIBLE ACTIONS ON-ANY REQUESTS FOR ELECTRONIC PARTICIPATION IN MEETING**

There was no one who participated electronically.

**RECOGNITIONS/APPOINTMENTS**

D.1. Proclamation- Veterans' Day, November 11, 2018

President Johnson read the proclamation and presented it to Post Commander, Joe West, of Legion Post 675 and two other members. Pictures were taken.

D.2. Proclamation- Bells of Peace, November 11, 2018

President Johnson read the proclamation and presented it to Post Commander, Joe West, of Legion Post 675 and two other members. Pictures were taken.

A Veterans Day ceremony is taking place on November 11, 2018 at 11:00 a.m.

**PUBLIC FORUM**

Public Forum was opened at 7:25 p.m.

There was no one who requested to speak; the Public Forum was closed at 7:25 p.m.

**STAFF REPORTS**

**Public Works**

Director Hughes- it is leaf season.

**Finance**

Director Horton- the Village received two signs as part of the green power partnership with the EPA for the electric aggregation program. The Village is committed to renewable green energy. Signs will be given to Public Works to place in the Village. Currently, 74% of all energy used in the Village is from renewable resources such as wind and solar which is more than 10 million kWh each year; equivalent to the amount of power needed to drive 29 million miles in an electric car. 9,329 homes, in Oswego, use renewable energy per year.

Economic Development

Director Cole and Director Zenner attended ICSC, in Chicago, and connected with retailers.

**CONSENT AGENDA**

- G.1. October 2, 2018 Committee of the Whole Minutes
- G.2. October 2, 2018 Regular Village Board Minutes
- G.3. Ordinance Granting a Special Use Permit to Allow for a Day Care Center for Children’s Road to Success Located at 260 N. Merchants Drive. (First Read of Ordinance, Waiver of Second Read) **Ordinance No. 18-81**
- G.4. Resolution Authorizing the Execution of an Intergovernmental Agreement between Community Unit School District 308 and the Village of Oswego. (Reciprocal Reporting - Police Department) **Resolution No. 18-R-89**

A motion was made by Trustee Kauffman and seconded by Trustee McCarthy-Lange to approve the Consent Agenda; Approving the October 2, 2018 Committee of the Whole Meeting Minutes; Approving the October 2, 2018 Regular Village Board Minutes; and approving the following ordinance and resolution:

**Ordinance No. 18-81;** Ordinance Granting a Special Use Permit to Allow for a Day Care Center for Children’s Road to Success Located at 260 N. Merchants Drive.  
**Resolution No. 18-R-89;** Resolution Authorizing the Execution of an Intergovernmental Agreement between Community Unit School District 308 and the Village of Oswego. (Reciprocal Reporting – Police Department)

Aye: Ryan Kauffman	Karin McCarthy-Lange
Pam Parr	Luis Perez
Judy Sollinger	Joe West

Nay: None

The motion was declared carried by an omnibus roll call vote with six (6) aye votes and zero (0) nay votes.

**BILL LIST**

H.1. Approve Bill List Dated October 16, 2018 in the Amount of \$434,570.25.

A motion was made by Trustee Parr and seconded by Trustee Sollinger to approve the Bill List Dated October 16, 2018 in the Amount of \$434,570.25.

Aye: Ryan Kauffman	Karin McCarthy-Lange
Pam Parr	Luis Perez
Judy Sollinger	Joe West

Nay: None

The motion was declared carried by a roll call vote with six (6) aye votes and zero (0) nay votes.

**OLD BUSINESS**

There was no Old Business.

**NEW BUSINESS**

J.1. Snow Removal Services:

- a) Waiver of the Sealed Bid Process and Authorize the Execution of a 3-Year Contract for Snow Removal Services for Cul-De-Sacs, as Stated in Package 1, to Stonehill Landscaping in the Amount of \$6,902.00/Push. **Resolution No. 18-R-90**



Judy Sollinger  
Nay: None

Joe West

The motion was declared carried by a roll call vote with six (6) aye votes and zero (0) nay votes.

J.2. Resolution Authorizing the Execution of a Contract with Alarm Detection Systems, Inc. for the Installation of New Security Cameras and Camera Systems at Village Hall and Public Works, in the Amount of \$44,952.00 and Waiving of the Competitive Public Bidding Requirement.

**Resolution No. 18-R-92**

Facilities Manager Raasch addressed the Board regarding a new security camera system for Village Hall and Public Works. In April 2017, Sorensen, Wilder, and Associates conducted a Safety Management Program Audit for the Village. During that Audit, they recommended that the Village install, engineered CCTV/DVR systems at all Village owned buildings. In an effort to provide additional security to our residents, staff, and Village owned properties, staff was asked to provide quotes for the installation of new cameras and camera systems at Village Hall and Public Works. This is in addition to the existing security alarm, and key card access systems that are serviced and monitored by Alarm Detection Systems, Inc.

Staff provided two proposals from Alarm Detection Systems, Inc. for the installation of one interior and nine exterior cameras at the Public Works Building, and seven Interior and nine exterior cameras at Village Hall. The system also includes an 8TB Network Video Recorder at each site. Alarm Detection Systems is a sole source contractor since they already service/monitor the alarm and card reader systems at Village Hall, Public Works, and the existing Police Station; including the Police Station camera system.

Board and staff discussion focused on protecting staff and residents; better security; remote access; waiving the bid requirement since the Village currently uses ADS; staying with one company; budgeted in FY17 capital; 8TB video recorder is for the whole system; records up to 32 days/24 hours; 16 cameras at Village Hall; 10 cameras at Public Works; Police will have access and can access remotely. There was no further discussion.

A motion was made by Trustee Parr and seconded by Trustee Kauffman to approve a Resolution Authorizing the Execution of a Contract with Alarm Detection Systems, Inc. for the Installation of New Security Cameras and Camera Systems at Village Hall and Public Works, in the Amount of \$44,952.00 and Waiving of the Competitive Public Bidding Requirement.

Aye: Ryan Kauffman  
Pam Parr  
Judy Sollinger

Karin McCarthy-Lange  
Luis Perez  
Joe West

Nay: None

The motion was declared carried by a roll call vote with six (6) aye votes and zero (0) nay votes.

**PRESIDENT'S REPORT**

Early voting starts on October 17, 2018 at Village Hall.

Police Department Open House, Dedication Ceremony and Flag Raising at the new headquarters is scheduled for October 26, 2018 at 3:00 p.m.; all staff is working hard.

**TRUSTEE REPORTS**

Trustee McCarthy-Lange – looking forward to seeing people Saturday, October 20<sup>th</sup> for the fundraiser in support of the Veterans Park.

Trustee Perez- security is a sobering subject; days long gone; not happy to see it.

Trustee West- reminder of the October 20<sup>th</sup> charity event for Serenity Park. Veterans Day ceremony is on November 11<sup>th</sup>.

Trustee Kauffman- excited about the Village being a green power community; keeping the environment in mind; replace bulbs with LED; installing a smart thermostat.

**CLOSED SESSION**

A motion was made by Trustee Sollinger and seconded by Trustee Kauffman to enter into Closed Session for the purposes of discussing the following:

- a. Pending and Probable Litigation [5 ILCS 120/2(c)(11)]
- b. Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Personnel [5 ILCS 120/2(c)(1)]
- c. Collective Bargaining, Collective Negotiating Matters, Deliberations Concerning Salary Schedules [5 ILCS 120/2(c)(2)]
- d. Sale, Lease, and/or Acquisition of Property [5 ILCS 120/2(c)(5) & (6)]
- e. Security Procedures and the Use of Personnel and Equipment to Respond to an Actual, Threatened, or a Reasonably Potential Danger to the Safety of Employees, Staff, the Public, or Public Property [5 ILCS 120/2(c)(8)]

Aye: Ryan Kauffman	Karin McCarthy-Lange
Pam Parr	Luis Perez
Judy Sollinger	Joe West

Nay: None

The motion was declared carried by a roll call vote with six (6) aye votes and zero (0) nay votes.

The Board adjourned to Closed Session at 7:45 p.m.

The Board returned to open session at 8:07 p.m.; all remaining members still present.

**ADJOURNMENT**

A motion was made by Trustee Kauffman and seconded by Trustee Sollinger to adjourn the meeting; upon a voice vote with all remaining members present voting aye, the meeting was adjourned at 8:08 p.m.

Tina Touchette  
Village Clerk