

Village of East Dundee
PRESIDENT AND BOARD OF TRUSTEES
Special Meeting
Monday, July 8, 2013
06:00 PM

Call to Order

Roll Call

Pledge of Allegiance

Consent Agenda

Illinois Municipalities may adopt by a single roll call vote of the Village Board and Village President a group of assorted ordinances, resolutions, motions and orders by an "Omnibus Vote". The "Omnibus Vote" shall be taken following the unanimous consent by the President and Board as to the items to be included. Any Trustee or the President may request that any item not be included in that vote.

[A. Warrants List \\$151,825.08](#)

[B. Ordinance of the Village of East Dundee, Cook and Kane Counties, Illinois, Approving a Lease with Save-A-Vet NFP, INC. for the Property at 408 Barrington Avenue](#)

[C. Approve Truck Purchase](#)

Public Participation

Old Business

[A. Amended Business License Ordinance](#)

New Business

[A. Ordinance Amending the Codes of Ordinances of the Village of East Dundee, Cook and Kane Counties, Illinois, Providing for Rules of Order and Procedure](#)

Financial Reports

Reports: Village Administrator and Staff

Reports: Village Attorney

Reports: Village President

Reports: Village Trustees

Executive Session

Recess to Executive Session Executive Session, closed to the public and media under the provisions of the Illinois Open Meetings Act, 5ILCS, 120/2, (2) (21), Discussion of Minutes, (C) (6), Pending Litigation, 2 (C) (1), Personnel and 2 (C) (5) Acquisition of Property.

Adjournment

VILLAGE OF EAST DUNDEE Board Listing

For Meeting Dated 07/08/2013

List #15

Vendor	Invoice	Description	Inv. Date	Due Date	Amount
A V L S - ELGIN - ASPEN VALLEY					
	Invoice: 12-130475	01-35-5110 MULCH	06/12/13 \$105.00	07/01/13	\$105.00
Vendor Total for: A V L S - ELGIN - ASPEN VALLEY		(Fiscal YTD Payments: \$351.40)			\$105.00
ACE CLEANERS					
	Invoice: 121885	01-21-5090 UNIFORM CLEANING	01/02/13 \$6.88	07/01/13	\$6.88
	Invoice: 122070	01-21-5090 UNIFORM CLEANING	01/05/13 \$6.88	07/01/13	\$6.88
	Invoice: 1222255	01-21-5090 UNIFORM CLEANING	01/29/13 \$6.88	07/01/13	\$6.88
	Invoice: 122377	01-21-5090 UNIFORM CLEANING	02/07/13 \$6.88	07/01/13	\$6.88
	Invoice: 122716	01-21-5090 UNIFORM CLEANING	03/07/13 \$6.88	07/01/13	\$6.88
	Invoice: 122909	01-21-5090 UNIFORM CLEANING	03/21/13 \$20.64	07/01/13	\$20.64
	Invoice: 123468	01-21-5090 UNIFORM CLEANING	04/30/13 \$9.89	07/01/13	\$9.89
	Invoice: 123805	01-21-5090 UNIFORM ALLOW DD	05/23/13 \$26.88	07/01/13	\$26.88
	Invoice: 124018	01-21-5630 DRY CLEANING CELL	06/08/13 \$60.00	07/01/13	\$60.00
Vendor Total for: ACE CLEANERS		(Fiscal YTD Payments: \$.00)			\$151.81
AMERICAN UNDERGROUND, INC.					
	Invoice: 7580	32-31-6090 PUBLIC WORKS IMPR	05/31/13 \$12,685.00	07/01/13	\$12,685.00
Vendor Total for: AMERICAN UNDERGROUND, INC.		(Fiscal YTD Payments: \$.00)			\$12,685.00
APWA - ILLINOIS PUBLIC SERVICE INSTITUTE					
	Invoice: 10-06/10-11	61-34-5430 SUPERVISORY SKILL	05/02/13 \$695.00	07/01/13	\$695.00
Vendor Total for: APWA - ILLINOIS PUBLIC SERVICE INSTITUTE		(Fiscal YTD Payments: \$.00)			\$695.00
ARTHUR J LOOTENS & SON, INC.					
	Invoice: 29808		06/07/13	07/01/13	\$8,402.00

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For Meeting Dated 07/08/2013

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
		60-33-5140 MAIN BREAK	\$3,775.00		
		60-33-5140 SPRINGCREST REPAI	\$415.00		
		15-01-5950 STREET REPAIRS	\$3,735.00		
		60-33-5140 SPRINGCREST BINDE	\$208.00		
		15-01-5950 LABOR SPRINGCREST	\$269.00		
Vendor Total for: ARTHUR J LOOTENS & SON, INC.		(Fiscal YTD Payments: \$0.00)			\$8,402.00
AT&T	Invoice: 062013	01-39-5530 GENERAL FUND	06/24/13 \$155.23	07/01/13	\$155.23
Vendor Total for: AT&T		(Fiscal YTD Payments: \$1,449.55)			\$155.23
BERGREN, DOUGLAS P.	Invoice: 06-01/06-15	34-01-5290 EDC CONSULT - BER	06/17/13 \$2,000.00	07/01/13	\$2,000.00
Vendor Total for: BERGREN, DOUGLAS P.		(Fiscal YTD Payments: \$6,000.00)			\$2,000.00
BLUE LINE	Invoice: 20773	01-16-5290 PTO RECRUTING AD	10/21/11 \$298.00	07/01/13	\$298.00
Vendor Total for: BLUE LINE		(Fiscal YTD Payments: \$0.00)			\$298.00
BOCAIN, MARY KAY	Invoice: 062013	01-16-5290 VIDEO TAPE MEETIN	06/24/13 \$50.00	07/01/13	\$50.00
Vendor Total for: BOCAIN, MARY KAY		(Fiscal YTD Payments: \$100.00)			\$50.00
BOTTS WELDING & TRUCK SERVICE	Invoice: 548981	01-31-5120 #34 SERVICE ON FO	06/10/13 \$247.50	07/01/13	\$247.50
Vendor Total for: BOTTS WELDING & TRUCK SERVICE		(Fiscal YTD Payments: \$21.50)			\$247.50
BUILDING & CODE CONSULTANTS INCORP.	Invoice: JUNE2013	01-25-5290 CONTACT SERVICE -	06/24/13 \$2,550.00	07/01/13	\$8,500.00

VILLAGE OF EAST DUNDEE Board Listing

For Meeting Dated 07/08/2013

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
		60-33-5290 CONTACT SERVICE	\$1,275.00		
		61-34-5290 CONTACT SERVICE K	\$1,275.00		
		01-31-5290 CONTACT SERVICE	\$1,275.00		
		35-01-5290 CONTACT SERVICE -	\$1,487.50		
		36-01-5290 CONTACT SERVICE -	\$212.50		
		38-01-5290 CONTACT SERVICE -	\$212.50		
		39-01-5290 CONTACT SERVICE -	\$212.50		
Vendor Total for: BUILDING & CODE CONSULTANTS INCORP.		(Fiscal YTD Payments: \$8,500.00)			\$8,500.00
CANON SOLUTIONS AMERICA, INC.					
	Invoice: 127200		06/01/13	07/01/13	\$382.80
		01-14-5130 COPIER MAINT - VH	\$127.60		
		01-25-5130 COPIER MAINT	\$127.60		
		01-12-5130 COPIER MAINT	\$127.60		
	Invoice: 128995		06/01/13	07/01/13	\$191.40
		01-21-5130 COPIER MAINT - PD	\$191.40		
Vendor Total for: CANON SOLUTIONS AMERICA, INC.		(Fiscal YTD Payments: \$0.00)			\$574.20
CARDUNAL OFFICE SUPPLY					
	Invoice: 552203-0		06/19/13	07/01/13	\$18.72
		01-12-5630 NOTARY STAMP	\$18.72		
	Invoice: 552205-0		06/13/13	07/01/13	\$18.72
		01-21-5630 NOTARY STAMP JT	\$18.72		
Vendor Total for: CARDUNAL OFFICE SUPPLY		(Fiscal YTD Payments: \$336.52)			\$37.44
CARGILL INCORPORATED - SALT DIVISION					
	Invoice: 1079404		06/18/13	07/01/13	\$2,231.00
		60-33-5650 ROCK SALT	\$2,231.00		
Vendor Total for: CARGILL INCORPORATED - SALT DIVISION		(Fiscal YTD Payments: \$2,117.00)			\$2,231.00
CLARK DIETZ, INC					
	Invoice: 413009		05/31/13	07/01/13	\$445.78
		60-33-5975 PROJECT MANAGER	\$445.78		
Vendor Total for: CLARK DIETZ, INC		(Fiscal YTD Payments: \$439.97)			\$445.78
COM ED					
	Invoice: 062013		06/24/13	07/01/13	\$2,795.52

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
		01-35-5510 GENERAL ELECTRIC	\$1,630.33		
		01-01-1123 JOCKEY CLUB	\$227.98		
		60-33-5510 WATER ELECTRIC	\$337.31		
		61-34-5510 SEWER ELECTRIC	\$599.90		
Vendor Total for: COM ED		(Fiscal YTD Payments: \$4,070.10)			\$2,795.52
DEWBERRY ARCHITECTS, INC.					
	Invoice: 996805		06/17/13	07/01/13	\$24,173.97
		39-01-5948 VILLAGE HALL REMO	\$12,086.99		
		39-01-5290 POLICE REMODEL	\$12,086.98		
Vendor Total for: DEWBERRY ARCHITECTS, INC.		(Fiscal YTD Payments: \$12,796.00)			\$24,173.97
DW - SERVANT FUND (EAST DUNDEE), LLC					
	Invoice: 1		06/13/13	07/01/13	\$8,333.34
		33-01-5876 BDD DUNDEE GATEWA	\$8,333.34		
Vendor Total for: DW - SERVANT FUND (EAST DUNDEE), LLC		(Fiscal YTD Payments: \$.00)			\$8,333.34
EAST DUNDEE, PETTY CASH - POLICE					
	Invoice: 061013		06/10/13	07/01/13	\$8.23
		01-21-5680 POSTAGE- CRIME LA	\$8.23		
	Invoice: 061913		06/19/13	07/01/13	\$60.00
		01-21-5430 TRAINING DD & TM	\$60.00		
	Invoice: 6205289		06/20/13	07/01/13	\$35.00
		01-21-5420 MEAL - TM, LB	\$35.00		
Vendor Total for: EAST DUNDEE, PETTY CASH - POLICE		(Fiscal YTD Payments: \$53.92)			\$103.23
EAST DUNDEE, PETTY CASH - VH					
	Invoice: 061113		06/24/13	07/01/13	\$11.99
		01-37-5580 BATTERIES	\$11.99		
Vendor Total for: EAST DUNDEE, PETTY CASH - VH		(Fiscal YTD Payments: \$6.00)			\$11.99
ERIC MILICIC					
	Invoice: 062413		06/24/13	07/01/13	\$140.00
		01-09-4720 REFUND E-PAY PAYM	\$140.00		
Vendor Total for: ERIC MILICIC		(Fiscal YTD Payments: \$.00)			\$140.00

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
FLOOD BROTHERS					
	Invoice: 060113	01-33-5180 RUFUSE COLLECTION	06/01/13	07/01/13	\$25,447.50
		01-33-5180 REFUSE COLLECTION	\$23,751.00		
	Invoice: 2841458	01-31-5570 STREET SWEEPING	06/10/13	07/01/13	\$3,414.47
			\$3,414.47		
Vendor Total for: FLOOD BROTHERS		(Fiscal YTD Payments: \$25,497.50)			\$28,861.97
FLUID TECHNOLOGIES PUMPS & CONTROLS, INC					
	Invoice: 130605	60-33-5140 SHED MATERIAL	06/08/13	07/01/13	\$221.60
			\$221.60		
Vendor Total for: FLUID TECHNOLOGIES PUMPS & CONTROLS, INC		(Fiscal YTD Payments: \$.00)			\$221.60
GALLS, AN ARAMARK COMPANY					
	Invoice: 713250	01-21-5080 UNIFORM ALLOW AR	06/14/13	07/01/13	\$125.49
			\$125.49		
Vendor Total for: GALLS, AN ARAMARK COMPANY		(Fiscal YTD Payments: \$37.00)			\$125.49
GARDINER KOCH WEISBERG & WRONA					
	Invoice: 92767	38-01-5230 PROFEESIONAL SERV	06/17/13	07/01/13	\$2,590.00
			\$2,590.00		
Vendor Total for: GARDINER KOCH WEISBERG & WRONA		(Fiscal YTD Payments: \$1,070.00)			\$2,590.00
GRAINGER, INC.					
	Invoice: 9167053231	61-34-5130 HOOD MOUNTS	06/13/13	07/01/13	\$474.30
			\$474.30		
	Invoice: 9167323428	61-34-5130 CLARIFIER FIXTURE	06/13/13	07/01/13	\$94.86
			\$94.86		
Vendor Total for: GRAINGER, INC.		(Fiscal YTD Payments: \$198.96)			\$569.16
HACH CHEMICAL COMPANY					
	Invoice: 8349940	61-34-5630 OPERATING SUPPLIE	06/18/13	07/01/13	\$2,504.00
		61-34-5630 PROBE	\$1,390.00		
		61-34-5630 LBOD PROBE	\$222.00		
			\$892.00		
Vendor Total for: HACH CHEMICAL COMPANY		(Fiscal YTD Payments: \$2,250.58)			\$2,504.00

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
HAWKINS, INC.	Invoice: 3474977	60-33-5650 AZONE	06/04/13 \$202.85	07/01/13	\$202.85
Vendor Total for: HAWKINS, INC.		(Fiscal YTD Payments: \$1,314.50)			\$202.85
HOLT, KATHERINE	Invoice: 61113	01-12-5420 TRAVEL FOR TRAINI	06/11/13 \$44.65	07/01/13	\$44.65
Vendor Total for: HOLT, KATHERINE		(Fiscal YTD Payments: \$36.18)			\$44.65
ILLINOIS CITY/COUNTY MANAGEMENT ASSOC.	Invoice: 13-14	01-14-5410 MEMEBERSHIP DUES	06/13/13 \$133.25	07/01/13	\$133.25
Vendor Total for: ILLINOIS CITY/COUNTY MANAGEMENT ASSOC.		(Fiscal YTD Payments: \$.00)			\$133.25
INTERNATIONAL CITY/COUNTY MGM ASSOC.	Invoice: 7113	01-14-5410 MEMBERSHIP RENEWA	06/13/13 \$568.00	07/01/13	\$568.00
Vendor Total for: INTERNATIONAL CITY/COUNTY MGM ASSOC.		(Fiscal YTD Payments: \$.00)			\$568.00
KADLEC ELECTRIC, INC.	Invoice: 30135	61-34-5290 EMERGENCY ELECTRI	06/07/13 \$287.50	07/01/13	\$287.50
Vendor Total for: KADLEC ELECTRIC, INC.		(Fiscal YTD Payments: \$182.50)			\$287.50
LEE JENSEN SALES CO.,INC.	Invoice: 128778	60-33-5530 STREET PLATES	06/13/13 \$247.50	07/01/13	\$247.50
Vendor Total for: LEE JENSEN SALES CO.,INC.		(Fiscal YTD Payments: \$.00)			\$247.50
MCDONALD'S CORPORATION	Invoice: 052813	01-21-5630 INMATE MEALS	05/28/13 \$4.22	07/01/13	\$4.22
Vendor Total for: MCDONALD'S CORPORATION		(Fiscal YTD Payments: \$.00)			\$4.22

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
MCHENRY COUNTY CLERK	Invoice: 062413	01-21-5630 NOTARY MG	06/24/13 \$10.00	07/01/13	\$10.00
Vendor Total for: MCHENRY COUNTY CLERK		(Fiscal YTD Payments: \$10.00)			\$10.00
MONROE TRUCK EQUIPMENT	Invoice: 5242801	61-34-5120 LOCK CYLINDER KIT	06/19/13 \$108.96	07/01/13	\$108.96
Vendor Total for: MONROE TRUCK EQUIPMENT		(Fiscal YTD Payments: \$.00)			\$108.96
NEOFUNDS BY NEOPOST	Invoice: 061213	01-12-5680 ADMIN POSTAGE	06/12/13 \$10.00	07/01/13	\$10.00
Vendor Total for: NEOFUNDS BY NEOPOST		(Fiscal YTD Payments: \$405.82)			\$10.00
NICOR GAS	Invoice: 062013	01-35-5510 GENERAL GAS 60-33-5510 WATER GAS 61-34-5510 SEWER GAS	06/24/13 \$294.37 \$304.68 \$17.24	07/01/13	\$616.29
Vendor Total for: NICOR GAS		(Fiscal YTD Payments: \$1,887.56)			\$616.29
ORANGE CRUSH	Invoice: 987794	01-31-5150 TON SURFACE	06/13/13 \$102.00	07/01/13	\$102.00
Vendor Total for: ORANGE CRUSH		(Fiscal YTD Payments: \$.00)			\$102.00
PAETEC / WINDSTREAM	Invoice: 062013	60-33-5320 WATER PHONE	06/24/13 \$16.82	07/01/13	\$16.82
Vendor Total for: PAETEC / WINDSTREAM		(Fiscal YTD Payments: \$16.80)			\$16.82
PROVENA ST JOSEPH HOSPITAL	Invoice: 793-86	61-34-5240 DRUG TESTING RE-I	01/28/13 \$50.00	07/01/13	\$50.00

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
Vendor Total for: PROVENA ST JOSEPH HOSPITAL		(Fiscal YTD Payments: \$.00)			\$50.00
R & J TOTAL TREE SERVICE					
	Invoice: 061013		06/10/13	07/01/13	\$2,700.00
		15-01-5952 REMOVE 4 TREES	\$1,500.00		
		39-01-5290 GRIND OUT STUMPS	\$1,200.00		
Vendor Total for: R & J TOTAL TREE SERVICE		(Fiscal YTD Payments: \$.00)			\$2,700.00
RMH REPAIR					
	Invoice: 6071301		06/07/13	07/01/13	\$3,229.52
		01-31-5120 FUEL SOLENOID, RE	\$3,229.52		
Vendor Total for: RMH REPAIR		(Fiscal YTD Payments: \$.00)			\$3,229.52
SMITH AMUNDSEN LLC					
	Invoice: 413922		06/11/13	07/01/13	\$4,155.60
		01-12-5231 LEGAL SERVICES MA	\$4,155.60		
Vendor Total for: SMITH AMUNDSEN LLC		(Fiscal YTD Payments: \$12,837.38)			\$4,155.60
SPRING HILL FORD INC.					
	Invoice: C32479		06/07/13	07/01/13	\$175.64
		01-21-5120 #32 ENGINE SERVIC	\$175.64		
	Invoice: C32530		06/10/13	07/01/13	\$337.38
		01-21-5120 #35 MONTHLY SERVI	\$337.38		
	Invoice: C32531		06/10/13	07/01/13	\$39.96
		01-21-5120 #39 MONTHLY SERVI	\$39.96		
	Invoice: C32593		06/11/13	07/01/13	\$21.95
		01-21-5120 #37 MONTHLY SERVI	\$21.95		
	Invoice: C32597		06/11/13	07/01/13	\$21.95
		01-21-5120 #33 MONTHLY SERVI	\$21.95		
	Invoice: C32908		06/20/13	07/01/13	\$21.95
		01-21-5120 #36 OIL CHANGE	\$21.95		
	Invoice: C32928		06/21/13	07/01/13	\$143.74
		01-21-5120 #39 RAPLACE SWAY	\$143.74		
	Invoice: P32531		06/10/13	07/01/13	\$227.17
		01-21-5120 #39 TRANS SERVICE	\$227.17		
Vendor Total for: SPRING HILL FORD INC.		(Fiscal YTD Payments: \$3,409.71)			\$989.74

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
STAPLES ADVANTAGE					
	Invoice: 8025927855		06/18/13	07/01/13	\$189.53
		60-33-5610 WATER - SUPPLIES	\$135.11		
		01-14-5610 FINANCE SUPPLIES	\$39.95		
		01-35-5690 BUILDING & GROUND	\$5.56		
		01-16-5610 BOARD & COMMISSSI	\$8.91		
Vendor Total for: STAPLES ADVANTAGE		(Fiscal YTD Payments: \$918.60)			\$189.53
STORINO, RAMELLO & DURKIN					
	Invoice: 61515		06/03/13	07/01/13	\$245.13
		01-21-5230 LEGAL SERVICES	\$245.13		
Vendor Total for: STORINO, RAMELLO & DURKIN		(Fiscal YTD Payments: \$3,744.57)			\$245.13
STRYPES PLUS MORE INC.					
	Invoice: 11994		06/11/13	07/01/13	\$550.00
		01-21-5130 MAINTENANCE ON TR	\$550.00		
Vendor Total for: STRYPES PLUS MORE INC.		(Fiscal YTD Payments: \$.00)			\$550.00
SYNAGRO CENTRAL, INC.					
	Invoice: 20-112844		06/05/13	07/01/13	\$1,550.00
		61-34-5290 OTHER PROFESSIONA	\$1,550.00		
Vendor Total for: SYNAGRO CENTRAL, INC.		(Fiscal YTD Payments: \$1,550.00)			\$1,550.00
THOMPSON ELEVATOR SERVICE					
	Invoice: 13-1931		06/13/13	07/01/13	\$200.00
		01-01-1124 GAT GUNS - ELEVAT	\$200.00		
Vendor Total for: THOMPSON ELEVATOR SERVICE		(Fiscal YTD Payments: \$1,450.00)			\$200.00
TOVAR SNOW REMOVAL					
	Invoice: 2588		06/18/13	07/01/13	\$19,500.00
		42-01-5876 REDOVELOPMENT AGG	\$19,500.00		
Vendor Total for: TOVAR SNOW REMOVAL		(Fiscal YTD Payments: \$.00)			\$19,500.00
ULTRA STROBE COMMUNICATIONS INC.					
	Invoice: 9638		06/11/13	07/01/13	\$209.90

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
	Invoice: 9671	01-21-5120 #31 REPLACE SPOTL	\$209.90		
		01-21-5120 #37 SPOT LIGHT	06/14/13 \$179.95	07/01/13	\$179.95
Vendor Total for: ULTRA STROBE COMMUNICATIONS INC.		(Fiscal YTD Payments: \$567.95)			\$389.85
US BANK/VOYAGER FLEET SYSTEMS, INC.					
	Invoice: 06-2013		06/24/13	07/01/13	\$5,914.17
		01-21-5620 POLICE FUEL	\$3,571.42		
		01-31-5620 STREET FUEL	\$609.13		
		60-33-5620 WATER FUEL	\$1,108.87		
		61-34-5620 SEWER FUEL	\$624.75		
Vendor Total for: US BANK/VOYAGER FLEET SYSTEMS, INC.		(Fiscal YTD Payments: \$7,753.61)			\$5,914.17
USA BLUEBOOK					
	Invoice: 983851		06/12/13	07/01/13	\$245.01
		60-33-5630 PHENOLPHTHALEN, F	\$245.01		
Vendor Total for: USA BLUEBOOK		(Fiscal YTD Payments: \$577.27)			\$245.01
WEST SIDE ELECTRIC					
	Invoice: 1319815-0		05/29/13	07/01/13	\$106.26
		61-34-5130 RELAY CROSS, PLUG	\$106.26		
Vendor Total for: WEST SIDE ELECTRIC		(Fiscal YTD Payments: \$.00)			\$106.26
WILSON NURSERIES, INC.					
	Invoice: 0237017-IN		06/18/13	07/01/13	\$2,450.00
		01-31-5160 RED OAK 14	\$2,450.00		
Vendor Total for: WILSON NURSERIES, INC.		(Fiscal YTD Payments: \$.00)			\$2,450.00

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List #15
Amount

GENERAL FUND	\$54,156.47
STREET & BRIDGE FUND	\$5,504.00
CAPITAL IMPROVEMENT PROJECTS	\$12,685.00
DUNDEE GATEWAY BDD	\$8,333.34
DUNDEE CROSSINGS BDD	\$2,000.00
PRAIRIE LAKES TIF IMPROVMNT FUND	\$1,487.50
CHRISTINA DRIVE TIF FUND	\$212.50
DUNDEE CROSSINGS TIF FUND	\$2,802.50
DOWNTOWN REDEVELOPMENT TIF	\$25,586.47
ROUTE 68 WEST TIF FUND	\$19,500.00
WATER OPERATING FUND	\$11,169.53
SEWER OPERATING FUND	\$8,387.77
Grand Total:	\$151,825.08
Total Vendors:	56
 TOTAL FOR REGULAR CHECKS:	 151825.08

Ordinance No. _____

AN ORDINANCE OF THE VILLAGE OF EAST DUNDEE, COOK AND KANE COUNTIES, ILLINOIS, APPROVING A LEASE WITH SAVE-A-VET NFP, INC. FOR THE PROPERTY AT 408 BARRINGTON AVENUE

WHEREAS, the Village of East Dundee (the “Village”) is a duly organized, and validly existing home-rule municipality of the State of Illinois under the 1970 Illinois Constitution and the laws of the State of Illinois; and,

WHEREAS, the Village has the authority to enter into leases of Village property pursuant to section 11-76-1 of the Illinois Municipal Code (65 ILCS 5/11-76-1); and,

WHEREAS, Save-A-Vet NFP Inc. has requested a lease of a residence owned by the Village for its veteran residential program located at 406 Barrington Road in the Village; and,

WHEREAS, the Village pursuant to the above authority hereby finds that entering into a lease with a hold harmless agreement for a residential use program by Save-A-Vet NFP Inc. is in the best interest of the Village.

NOW, THEREFORE, BE IT ORDAINED, by the President and Board of Trustees of the Village of East Dundee, Cook and Kane Counties, Illinois, as follows:

Section 1. The Corporate Authorities of the Village hereby find as facts all of the recitals in the preamble of this Ordinance and incorporate them as though fully set forth herein.

Section 2. That the residential lease between the Village and Save-A-Vet NFP Inc. entitled, *LEASE BASIC RENTAL AGREEMENT OR RESIDENTIAL LEASE* with its attachment *SAVE A VET NFP, INC. HOLD HARMLESS*, which are attached hereto and incorporated herein as Exhibit A, are hereby approved and Village Administrator Robert Skurla, is hereby authorized to execute and deliver said Lease on behalf of the Village of East Dundee.

Section 3. That this ordinance shall be in full force and effect from and after its passage, approval by three fourths of the Corporate Authorities and publication in pamphlet form as provided by law.

Passed this _____ day of _____, 2013.

AYES: _____

NAYS: _____

ABSENT: _____

Approved this ____ day of _____, 2013.

Village President

Attest:

Village Clerk

Published in pamphlet form:

_____, 2013

**SAVE A VET NFP, INC.
HOLD HARMLESS**

FOR AND IN CONSIDERATION of the Village of East Dundee, Kane and Cook Counties, Illinois (the “Lessor”), entering into the Lease Rental Agreement, a copy of which is attached hereto and made a part hereof, for the premises commonly known as 408 Barrington Avenue, East Dundee, with Save-A-Vet Inc., a not-for-profit corporation (the “Lessee”), the Lessee hereby covenants and agrees as follows:

1. To indemnify and hold harmless the Lessor, each trustee, officer, employee or agent of any of the Lessor, from and against any and all losses, claims, damages, liabilities, judgments or expenses whatsoever as a result of the Lessee’s use of the Premises or presence in the Premises by the Lessee’s officers, shareholders, directors, employees, residents, agents, invitees, guests or volunteers.
2. In case any proceeding shall be instituted involving any person in respect of which indemnity may be sought pursuant to the preceding paragraph, such person (the “*indemnified party*”) shall promptly notify the Lessee in writing, and the Lessee shall promptly assume the defense thereof, including the employment of counsel chosen by the Lessor and approved by the Lessee and shall pay the reasonable fees and disbursements of such counsel related to such proceeding.

Dated this ____ day of June, 2013.

Save-A-Vet NFP Inc.

By: _____
President

Attest:

Secretary



120 Barrington Ave - East Dundee, IL 60118

Phone: 847-426-2822 Fax 847-426-2956

INTEROFFICE MEMORANDUM

TO: ROBERT SKURLA
FROM: TIM WILSON *TW*
SUBJECT: FY 2013 - 2014 TRUCK REPLACEMENT
DATE: JUNE 19, 2013
CC: JIM KELLY

In the current fiscal budget the public works department is to replace a 1999 truck. As in the past, local dealer Spring Hill Ford was able to match the state bid amount through Ford Corporation. I have also obtained two prices on the body for this truck. This time Monroe truck equipment out of Monroe WI, was the lowest price.

I am asking if we can move forward with this budgeted truck replacement, the Truck Chaise - \$40,432 Truck Body - \$ 32,084 Total truck cost of \$ 72,516. Budgeted amount was \$72,000. Please let me know if you have any questions about this truck replacement. I have attached price quotes for both and the budget initiative form.

FY 2013/14 New Budget Initiative
Request Form: PW-1-Truck 11 replacement

Fund: 32-31-5930
 Dept Number: PW-1
 Dept Name: Public Works -WW,SW,S&W

Dept Priority (Urgent, Necessary, Desirable): **Necessary**

FY 2013/14 New Request Description and Justification:
 Truck Replacement- Replacing Truck #11 with a one-ton dump truck. This truck will be used by all divisions of the public works department- funding should be split 25% across, Sewer, Stormsewer, Water & Street funds. This truck will be a F-550 with a dump, plow, & salt spreader. Truck # 11 is a 1999 with 135,000 miles. Some resale value available

Please attach any additional pages, if needed.

New Expenditures:		FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2017/18	TOTAL
Type	Description						
Operating Expenditures							\$ -
6033-5930	Truck Replacement	\$ 18,000					\$ 18,000
6134-5936	Truck Replacement	\$ 18,000					\$ 18,000
01-36-5930	Truck Replacement	\$ 18,000					\$ 18,000
3231-5941	Truck Replacement	\$ 18,000					\$ 18,000
							\$ -
							\$ -
							\$ -
Subtotal, Expenditures		\$ 72,000	\$ -	\$ -	\$ -	\$ -	\$ 72,000

Revenues/Expenditure Offset:		FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2017/18	TOTAL
Acct Number	Description						
Total Operating Budget Impact		\$ 72,000	\$ -	\$ -	\$ -	\$ -	\$ 72,000

Department Comments:
 Please see attached sheet.

Administrative Review Comments:

Action:



Spring Hill

800 Dundee Avenue
East Dundee, Illinois 60118
Phone 847.551.3300
Fax 847.551.9618

Tim Wilson
Village of East Dundee

I can build it exactly the same, but right now the cost is \$40,432 plus any fees.

the chassis list for \$450 more the the 2013 and the incentive is only \$3400 not the \$4797 the 13's had. Later on this year they might increase the amount .

2014 F-SERIES SD

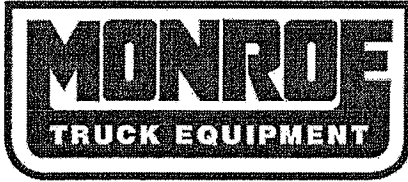
Page: 1 of 2

Order No: 0001 Priority: G4 Ord FIN: QH299 Order Type: 5B Price Level: 415
Ord PEP: 660A Cust/Flt Name: EAST DUNDEE PO Number:

RETAIL	RETAIL	
F5H F550 4X4 CHAS/C \$38255	LESS TPMS	
141" WHEELBASE	41H ENG BLK HEATER	75
F1 VERMILLION RED	425 50 STATE EMISS	NC
A VNYL 40/20/40	473 SNOW PLOW PKG	85
S STEEL	52B BRAKE CONTROLLR	230
660A PREF EQUIP PKG	62R TRANS PTO PROV	280
.XL TRIM	63B CLN IDLE DECAL	NC
572 .AIR CONDITIONER	NC	
.AM/FM STER/CLK		
49590		
99T 6.7L V8 DIESEL	7965	TOTAL
44W 6-SPEED AUTO	190	49590
TFB .225 BSW AS 19.5		COMP PR
X8L 4.88 LTD SLIP	360	
68M PAYLD PLUS UPGR	1155	
19500# GVWR PKG		
65Z AFT AXLE TANK	NC	
67D XTR HVY DTY ALT	NC	
794 PRICE CONCESSN		
REMARKS TRAILER		
SP DLR ACCT ADJ		
SP FLT ACCT CR		
FUEL CHARGE		
DEST AND DELIV	995	

Nick Sigrist - Commercial Sales Manager
Spring Hill Ford Inc.
800 Dundee Ave.
Dundee, IL 60118

847-844-8325 direct



Monroe Truck Equipment
 1051 W 7th Street
 Monroe, WI 53566
 Phone: 608-329-8103
 Fax: 608-329-8521
 Email: bsmith@monroetruck.com
www.monroetruck.com

QUOTATION



120886
 Customer: DUNDEE,VILL OF (EAST)
 401 ELGIN AVE
 EAST DUNDEE IL 60118

Contact
 Phone: 847-844-9461
 Fax: 847-426-2956
 Email:

Quote Number: 9BES000035-1
 Job Order Number:
 Quote Date: 6/17/2013
 Quote valid until: 7/17/2013

Salesperson: SCHWAB, JEFF (MUNI)
 Quoted By: Bob Smith

Comments:

Monroe Truck Equipment, Inc. is pleased to offer the following quote for your review:

DESCRIPTION	AMOUNT
MTEZ DUMP BODY	
- RIGID SIDES: 10 GAUGE FLOOR, 12 GAUGE SIDES, 12 GAUGE ENDS	
- 50,000 PSI YIELD HIGH-STRENGTH STEEL CONSTRUCTION	
- HEAVY DUTY FRONT BULKHEAD WITH INTEGRAL 12" TAPERED CABSHIELD AND TAPERED LASER CUT WINDOW	
- INTERNAL DIRT SHEDDING TOP RAILS AND TAILGATE	
- WESTERN-STYLE UNDERSTRUCTURE WITH 10 GAUGE LONGMEMBERS	
- SINGLE-LEVER RELEASE, QUICK DROP TAILGATE	
- FMVSS108 LIGHTS AND REFLECTORS WITH WEATHER-RESISTANT WIRING HARNESS	
- RUBBER REAR FLAPS	
- UNDERCOATED AND 100% DURABLE POWDER COATED BLACK	
- CRYSTEEL SCISSOR HOIST (DAVID MODEL) LESS HYDRAULICS	
MTEZ 9' RIGID BODY	
LESS HYD. HOIST	
TOW HITCH / 2" RECIEVER TUBE STYLE	
BACKUP ALARM	
TRAILER RECEPTACLE / 7 WAY RV STYLE	
MINIMIZER POLY FENDERS	
WESTERN ULTRA MOUNT PRO PLUS 9' STRAIGHT BLADE PLOW	
- RUBBER SNOW DEFLECTOR	
- CONTROLLED BY MTE HYD SYSTEM WITH PENDANT CONTROL	
CHIPPER CAP TO FIT 9' ZEE DUMP	
1/8" X 1 1/2" SQUARE TUBE FRAMING	
12 GA MILD STEEL SHEETING	
LIFTING EYES IN EACH CORNER	
POWDER COATED BLACK	
(2) WHELEN TIR3 SURFACE MOUNT LED FLASHERS MOUNTED TO REAR CORNERPOSTS	
BOLT ON COVER PLATE OVER BULKHEAD WINDOW	
HYDRAULICS PKG	

DESCRIPTION	AMOUNT
-------------	--------

STANDARD EQUIPMENT:
 ELECTRIC VALVE ASSY'
 - 13 GALLON CAPACITY FILTER HYDRAULIC RESERVOIR/ENCLOSURE WITH INTERNAL FILTER
 - FILLER/BREATHER CAP, LEVEL/TEMP SIGHT GLASS, 3/4" MAGNETIC PLUG,
 - 60 P.S.I. CONDITION INDICATOR
 - WEATHER TIGHT COVER
 - RESERVOIR
 - HYDRAULIC RESERVOIR/ENCLOSURE WILL BE MOUNTED ON FRAME RAIL
 - POWDER COATED BLACK
 - FORCE SSC2100 GROUND BASED SPREADER CONTROL
 - SWITCH ON DASH TO OPERATE HOIST
 - PENDANT CONTROL FOR PLOW
 MISCELLANEOUS HOSES & FITTINGS
 INSTALLED

PTO / PUMP

HOSES & FITTINGS FOR PTO PUMP, SPREADER, HOIST, AND PLOW

MANIFOLD PLATE

MONROE UNDER-TAILGATE SPREADER

STANDARD EQUIPMENT:
 - MILD STEEL CONSTRUCTION
 - 96" WIDE / 6" AUGER
 - 7 GA. TROUGH
 - 1/4" END PLATES
 - FULL OPENING TOP AND BOTTOM CLEAN-OUT DOORS
 - 6" AUGER DIAMETER
 - QUICK DETACH MOUNTING BRACKETS
 - TAILGATE SHIELDS
 - POWDER COATED ORANGE
 - INSTALLED

TAILGATE SPREADER

SPINNER ASSEMBLY WITH POLY DISC FOR LEFT SIDE OF SPREADER

L.E.D. BAR ASSEMBLY

Quote Total: \$32,084.00

Additional Options:

DESCRIPTION	AMOUNT	ADD TO QUOTE
-------------	--------	--------------

Yes / No

Notes:

Customer must fill out the information below before the order can be processed...

Year: 2013		Make: FORD		Model: F-550	
Single/Dual: DRW		Cab-to-Axle: 60.0		Wheelbase: 141.0	
Cab Type: REGULAR	Chassis Color:	F.O. Number #:	Vin:		

Dealer Code:	P.O. number:
Accepted by:	Date:

♦ Terms are Due Upon Receipt unless prior credit arrangements are made at the time of order.

VILLAGE OF EAST DUNDEE

- PURCHASE ORDER REQUEST FORM



Vendor # 19230

PO #: Requesting

Vendor: Spring Hill Ford Company

Address: 800 Dundee Ave

East Dundee, IL 60118

ACCOUNT CODE	INVOICE NUMBER	DATE	ITEM DESCRIPTION	EXTENSION
6033-5930		6/19/2013	1/4 Cost for Truck Chassie, License, title & Doc fees	\$18,129.00
6134-5936			1/4 Cost for Truck Chassie, License, title & Doc fees	\$18,129.00
01-36-5930			1/4 Cost for Truck Chassie, License, title & Doc fees	\$18,129.00
32331-5941			1/4 Cost for Truck Chassie, License, title & Doc fees	\$18,129.00
			Truck # 11 Replacement	
			TOTAL COST	\$72,516.00

REQUESTED BY: Tim Wilson Date: 6/19/2013

APPROVED BY: _____ Date: _____

- FINANCE USE ONLY -

DATE REQUISITION
RECEIVED _____

CHECK # _____

CLAIMS DATE _____

AMOUNT _____

Ordinance No. _____

AN ORDINANCE OF THE VILLAGE OF EAST DUNDEE, COOK AND KANE COUNTIES, ILLINOIS AMENDING THE BUSINESS LICENSE REGULATIONS

WHEREAS, the Village of East Dundee (the “*Village*”) is a duly organized and validly existing home-rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State; and,

WHEREAS, the Village pursuant to its home rule powers has the authority to exercise any power and perform any function pertaining to its government and affairs including the power to regulate for the protection of the public health, safety and welfare and to establish general license regulations for all commercial businesses in the Village; and,

WHEREAS, the Village hereby adopts this ordinance pursuant to its home rule authority.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of East Dundee, Cook and Kane Counties, Illinois, as follows:

Section 1. That the Code of the Village of East Dundee, as amended, be and is hereby amended by deleting Chapter 110 entitled “GENERAL LICENSING PROVISIONS” and replacing it with the following:

“CHAPTER 110

GENERAL LICENSING REGULATIONS

110.01 PURPOSE

Because each commercial establishment located in the village is a basic part of and affects the physical and economic well-being of the village necessitating services from the village in the form of building, health, fire, and police inspections and other services, such commercial establishments shall in all respects be in full compliance with the provisions contained in this chapter. This chapter is designed to provide for the means whereby the village may render the necessary inspections and services to commercial establishments and commercial activities in order to promote, protect, and safeguard the public health, safety, and welfare of the residents and consumers of the village and to enable the effecting of an accurate record of commercial establishments located and carrying on commercial activities or commerce within the village.

110.02 DEFINITIONS

For the purpose of this chapter, the following definitions, whether capitalized or not, shall apply unless the context clearly indicates or requires a different meaning.

ENGAGING IN BUSINESS. Persons operating, conducting, doing, carrying on, causing to be carried on or pursuing any business activity, profession, occupation, trade, pursuit or activity for the purpose of profit. "Business activity" includes but is not limited to the following activities of commerce or commercial activity located in the Village:

1. "Food establishment" means a building or premises or a portion thereof, the principal use of which is for the sale, dispensing, distribution, serving or storage of food, foodstuff or drink for consumption on or off the premises.
2. "Retail and wholesale sales establishment" means a building or premises or portion thereof, the principal use of which is for the sale or distribution of merchandise, goods or chattel for a price or fee by a seller to a consumer or by one business to another business.
3. "Service establishment" means a building or premises or a portion thereof, the principal use of which is for the rendering of personal or material services for a price or fee whether or not a commodity or material good is worked upon or exchanged.
4. "Industrial establishment" means a building or premises or a portion thereof, the principal use of which is for manufacturing, including assembly, processing, fabrication, storage or warehousing, including scientific or manufacturing research, engineering and development.

PERSON. Any individual, male or female, estate, trust, receiver, cooperative association, club, corporation, company, firm, partnership, joint venture, syndicate, or other entity engaging in a business, profession, occupation, trade, pursuit, or activity.

PLACE OF BUSINESS. The building or premises or portion thereof the principal use of which is, temporary or otherwise, for the retail sale or distribution of merchandise, goods or food rendering of personal or material services to consumers for profit. In the event there is no such location, but the business is transacted at the location of the buyer, then the general sales area shall be considered a place of business. Unless a construction contractor has at least one permanent location within the village, a place of business includes a construction site located therein. Place of business shall not include a business conducted at a personal residence.

110.03 – LICENSE REQUIRED

No person shall engage in, conduct, maintain, operate or carry on any business, occupation, activity or establishment, either by himself or itself, or through an agent, employee or partner, without first having obtained a license for such business, occupation, activity or establishment.

110.04 – APPLICATIONS

- A. Applications for licenses shall be filed with the village clerk in writing on a form provided for that purpose, except as otherwise provided.
- B. If the applicant is an individual or sole proprietorship, the application shall contain his name, date of birth, business name, if any, business and residence addresses and business and residence telephone numbers. If the applicant is a partnership or other noncorporate business entity, the application shall contain the business names, if any, address and telephone number of the partnership or other entity, and the names, dates of birth and residence addresses and residence telephone numbers of each partner or member thereof. If the applicant is a corporation, the application shall contain the name of the corporation and its address and telephone number and

the names, residence addresses and residence telephone numbers of each officer and director thereof, and if a majority in interest of the stock of such corporation is owned by one person or his nominee or nominees, the application shall also contain the name, date of birth, residence address and residence telephone number of such person.

C. Each application shall also contain:

- (1) A designation of the type or kind of license desired;
- (2) The location or proposed location of the place of business, occupation, activity or establishment;
- (3) The applicable fee to be paid as provided by any village ordinance;
- (4) The number of the certificate of registration required under the Illinois Statutes relating to retailer's occupation tax, service occupation tax, and/or use tax, if applicable; and
- (5) Such additional information as may be needed by village officials in evaluating such application, including evidence of any insurance policy or bond required by any village ordinance.

110.05 – INSPECTION OR INVESTIGATION

Upon receipt of an application for a license, if an inspection or investigation is require before the issuance of such license, the village clerk shall promptly refer such application to the village official who is responsible for making such inspection or investigation. Such village official shall make such inspection or investigation and deliver a written report to the village clerk within ten days after receiving the application or a copy thereof with a recommendation for the approval or disapproval thereof.

110.06 – ISSUANCE OF LICENSE

All applications and inspection and/or investigation reports, if applicable, shall be promptly delivered to the village clerk for review and approval or disapproval. If approved, the license shall be signed by the village president, attested by the village clerk and issued. If disapproved, the village clerk shall indicate the reasons therefore in writing on the application and the applicant shall be notified by the village clerk.

110.07 – FEES

A. All fees and/or charges for licenses shall be deposited with the village clerk at the time the application is filed. Fees shall not be prorated for business conducted for a portion of a year.

B. The annual fee shall be fifty dollars (\$50.00).

110.08 – EXPIRATION AND RENEWAL

Unless otherwise provided, all licenses shall expire on the last day of December each year. Such licenses shall be reissued upon the filing and approval of a new application and the deposit of the fee with the village clerk. Prior to approving such new application, the village clerk may request a reinspection and/or reinvestigation in cases in which the clerk deems it appropriate. No license

shall be renewed or reissued if the licensee, applicant, business, activity or establishment owes any monies to the village for fees, penalties, fines, or charges in connection with the business, activity, occupation or establishment.

110.09 – BUILDING AND PREMISES

No license shall be issued for any business, occupation, activity or establishment unless the building and premises to be used fully comply with all ordinances, codes, rules and regulations of the village and the statutes of the State of Illinois.

110.10 – NUISANCES PROHIBITED

No business, occupation, activity or establishment, whether or not a license has been issued therefore, shall be conducted, operated, maintained or carried on so as to constitute a nuisance.

110.11 – INSPECTIONS AND ANALYSIS

A. Inspections at reasonable times may be made by authorized village officials or employees of any building or premises used for or in connection with the operation of a business, occupation, activity or establishment for which a license has been applied, or when issued, and the licensee or the person in charge of the building or premises shall allow such an inspection.

B. Whenever an analysis of any commodity or material is reasonably necessary to assure compliance with the provisions of any village ordinance, code, rules or regulations, or to detect violations thereof, the licensee or the person in charge of the building or premises shall furnish any authorized village official or employee sufficient samples of such material or commodity for such analysis upon request.

110.12 – REVOCATION AND SUSPENSION

A. Suspension of business operations.

(1) When the conduct or operation of any commercial establishment or activity, whether licensed or unlicensed, shall constitute a nuisance in fact and a clear and present danger to the public health, safety, or general welfare, the village administrator shall be authorized to summarily order the cessation of business and the closing of the premises for a period not to exceed ten days.

(2) Unless (i) waived by the affected business; or (ii) the nuisance is substantially abated in the opinion of the village administrator and the business is allowed to resume and reopen, within eight days after a license is suspended, the village president shall call a hearing as provided in subsection (d) of this section for the purpose of determining whether or not the license should be revoked or further suspended.

B. Revocation of license.

(1) Licenses issued by the village may be suspended for up to 30 days or revoked in addition to any fine imposed by the village president after notice and hearing as provided in subsection (d) of this section for any of the following causes:

- a. Any fraud, misrepresentation, or false statement contained in the application for the license;
- b. Failure by the applicant to comply with any provision of this Code or any statutes of the State relating to the business, occupation, or activity of the license;
- c. Conviction of the applicant of any felony or of a misdemeanor where such conviction indicates their inability to operate a safe, honest, and legitimate business operation within the village;
- d. Failure of the licensee to pay any fine, penalty, or charge owed to the village;
- e. Any deceptive trade practices as defined by state or federal law or regulation and shall comply with all applicable laws and regulations regarding consumer protection and deceptive trade practices;
- f. Compliance with all village zoning, building, fire and health codes, and ordinances, as well as all other applicable village codes, ordinances, rules, and regulations and the premises shall be maintained in good repair, free of litter and debris and kept in a safe condition for employees, customers, and other persons present therein or thereon;
- g. Any other violation of any village ordinance, resolution, or regulation; or
- h. Refusal to permit an inspection or sampling or any interference with a duly authorized village officer or employee while in the reasonable performance of his duties in making such inspections.

C. Such revocation, if ordered, shall not preclude prosecution and imposition of any other penalties provided for the violation of other applicable provisions of this chapter or other ordinances of the village. No person whose license has been revoked shall be eligible for a new license during the period for which the original license was originally issued.

D. Hearing procedures.

(1) *Notice.*

- a. Notice of a hearing shall set forth specifically the grounds of the complaint and the time and place of the hearing.
- b. Such notice shall be served by certified mail (return receipt requested) to the licensee at his last known residence or business address, at least five days prior to the date set for the hearing or personally served on the licensee at least three days prior to the date set for the hearing.
- c. If the licensee shall request a continuance in the date of the hearing, any suspension in effect shall be continued until the continued hearing date.
- d. All pleadings, motions, notices, and orders shall be filed with the village clerk.

(2) *Procedural rules.*

- a. Prior to the beginning of any hearing, the village president may adopt additional procedural rules as may be necessary for that hearing.
- b. At the hearing, the licensee shall be permitted counsel and shall have the right to respond, present evidence, and cross-examine witnesses.
- c. All proceedings shall be stenographically or electronically recorded.
- d. Irrelevant, immaterial, or unduly repetitious evidence shall be excluded. The rules of evidence as applied in civil cases in the circuit courts of the State shall be followed. Evidence not admissible under those rules of evidence may be admitted, however, if it is

of a type commonly relied upon by reasonably prudent men in the conduct of their affairs. Objections to evidentiary offers may be made and shall be noted in the record.

e. No discovery procedure shall be used prior to a hearing except by leave of the village president who shall supervise all or any part of any discovery procedure.

f. The standard for proof for hearings shall be by the preponderance of the evidence.

g. The village president shall preside and render the decision within a reasonable time after the conclusion of the hearing, but not later than 30 days after such conclusion. The decision shall be in writing and shall summarize the evidence and state the reasons for the decision.

(3) *Hearing costs.*

a. Any licensee whose license is suspended or revoked, or a business that operates without a license shall pay to the village the costs of the hearing before the village president. The village president shall determine the costs incurred by the village for said hearing, including, but not limited to, court reporter fees, the costs of transcripts or records, attorneys' fees, the cost of preparing the mailing notices and orders, and all other miscellaneous expenses incurred by the village or such lesser sum as the village president may allow.

b. The licensee shall pay said costs to the village within 30 days of notification of the costs by the village president. Failure to pay said costs within 30 days of notification is a violation of this section and may be cause for license suspension or revocation, or the levy of a fine.

110.13 – LICENSE TO BE POSTED – DESTRUCTION OR REMOVAL PROHIBITED UNLESS AUTHORIZED

A. All licensees shall keep the license certificate, plate, tag, badge or sticker posted at all times in a conspicuous place on the building or premises used for the business, occupation, activity or establishment for which such license is issued.

B. No person shall destroy, obliterate, take, remove or carry away without the consent of the licensee any certificate, plate, tag, badge or sticker which has been issued by the village except when such certificate, plate, tag, badge or sticker has expired or been revoked or suspended or the building or premises for which the license is issued has been abandoned.

C. In the event that a license is revoked or suspended, an authorized village official or employee may remove the certificate, plate, tag, badge or sticker relating thereto from the building or premises on which it is posted if the licensee fails or refuses to forthwith surrender it upon receiving notice of the revocation or suspension.

110.14 – LICENSES NOT ASSIGNABLE – UNLAWFUL USE

No license may be assigned, sold, loaned, transferred, used as collateral or otherwise encumbered. No person, firm or corporation shall use or display any license certificate, plate, tag, badge or sticker which has been improperly acquired. No person, firm or corporation shall alter, deface, forge or counterfeit any license certificate, plate, tag, badge or sticker issued by the village.

110.15 – SEPARATE LICENSES REQUIRED FOR EACH LOCATION

No license for a business, occupation, activity or establishment in the village shall be construed to permit its operation in more than one location in the village; a separate license shall be required for each location. For the purpose of this ordinance, the existence of a single location shall be evidenced by the fact that all buildings and premises containing the principal and accessory uses shall be:

- A. connected or situated on the same or adjoining lots or parcels, and
- B. owned or leased by the same person, firm or corporation. Unless otherwise provided, the location of any such business, occupation, activity or establishment may be changed upon written notification to the village clerk and the payment of a ten-dollar (\$10.00) transfer fee.

110.16 – SEPARATE LICENSES REQUIRED FOR EACH BUSINESS

Unless otherwise provided in this chapter or another ordinance, any person who conducts, engages in, maintains, operates or carries on more than one business, occupation, activity or establishment for which a license is required, regardless of whether or not they are operated out of the same building or premises, shall apply for and obtain a separate license for each such business, occupation, activity and establishment.

110.17 – ENFORCEMENT

Whenever a person neglects or refuses to apply for and obtain any license required by this chapter or any other village ordinance, or otherwise violates the provisions of this chapter, the village may also cause appropriate legal action and proceedings, in law or equity, to be instituted and maintained to enforce the license requirement.

Section 2. This Ordinance shall be in full force and effect upon its passage, approval, and publication in pamphlet form as provided by law.

ADOPTED this ____ day of _____, 2013 pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED by me this ____ day of _____, 2013.

Village President

Attest:

Village Clerk

Published in pamphlet form:

_____, 2013

Ordinance No. _____

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE
VILLAGE OF EAST DUNDEE, COOK AND KANE COUNTIES, ILLINOIS,
PROVIDING FOR RULES OF ORDER AND PROCEDURE**

BE IT ORDAINED by the President and Board of Trustees of the Village of East Dundee, Cook and Kane Counties, Illinois, (the “*Village*”) as follows:

Section 1. Chapter 30 of the Village of East Dundee Code of Ordinances is hereby amended by deleting sections 30.05 through and including 30.12 and replacing said Sections with the following:

RULES OF ORDER AND PROCEDURE

Section 30.05. MEETINGS.

(A) Regular meetings of the Board of Trustees shall be held at Village Hall Annex, unless otherwise specified, on the first and third Mondays of each month. The meetings shall begin at 6:00 p.m. unless otherwise ordered at a regular meeting.

(B) In every case where the regular meeting falls on a legal holiday, the regular meeting may be held on the day following such holiday.

(C) Special meetings or Work Shop meetings may be held at any time on call of the President or of any three (3) Trustees. Such call shall be made in writing, duly signed, and shall be presented to the Village Clerk at least fifty (50) hours prior to the time specified for such meeting. The Clerk shall immediately serve, or cause to be served, written notice of such special meeting on all members of the Board of Trustees. The written notice shall describe briefly the object of the special meeting and shall be served, except in case of emergency, at least forty-eight (48) hours before the meeting. At a special meeting, no business other than that proposed by the call shall be in order.

(D) In addition to any notice requirement prescribed by the Board of Trustees, public notice of meetings must be given as prescribed in Section 2.02 and 2.03 of the Open Meetings Act (5 ILCS 120/1, *et seq.*).

(E) All regular and special meetings of the Board of Trustees shall be open to the public, except that a closed executive session can be declared for purposes permitted by statute by a majority vote of the members of the Board present. The presiding officer may invite such persons as may be required for advice and information. During any executive session, a formal vote may not take on any matter under discussion, except as to adjournment of the executive session.

(F) News media so requesting shall be provided with the agenda for all meetings of the Board of Trustees and their representatives shall be entitled to attend all open meetings.

Section 30.06 PRESIDING OFFICER.

(A) The President shall be the presiding officer at all meetings of the Board of Trustees. Except as provided in the Municipal Code (65 ILCS 5/1-1-1, *et seq.*), he/she shall not vote on any ordinance, resolution, or motion except where the vote of the Board of Trustees has resulted in a tie; or where one half of the Board of Trustees elected have voted in favor of an ordinance, resolution, or motion even though there is no tie vote; or where a vote greater than a majority of the Board of Trustees is required to adopt an ordinance, resolution or motion. In each instance specified, the President shall vote. Nothing in this section shall deprive an Acting President or President Pro Tem from voting in his/her capacity as Trustee, but he/she shall not be entitled to another vote in his/her capacity as Acting President or President Pro Tem.

(B) The President shall nominate one (1) Trustee at the commencement of each fiscal year to act as the presiding officer of the meeting in the absence of the President, and one (1) alternate in the event of the unavailability of the appointed Trustee, which Trustee shall perform the duties of the President as presiding officer.

(C) The presiding officer shall preserve order and decorum. The presiding officer may speak to a subject before the Board of Trustees without relinquishing the chair. The presiding officer shall decide all questions of order, subject to appeal to the Board of Trustees. When two (2) or more Trustees request the floor, the presiding officer shall name the order in which they are to be heard. In case of any disturbance or disorderly conduct, the presiding officer shall have the power to have the chamber cleared of any or all visitors.

Section 30.07 DUTIES OF MEMBERS OF THE VILLAGE BOARD.

(A) While the presiding officer is putting the question or while business is being transacted, no Trustee shall leave the Board of Trustees chamber except by consent of the presiding officer. No Trustee shall speak or offer a motion without first addressing the chair and being recognized.

(B) In speaking during the discussion of any question, members of the Board of Trustees shall confine their remarks to the question under debate, avoiding personalities and refraining from impugning the motives of any other member of the Board or the staff. Members of the Board of Trustees shall not speak more than once upon any subject until other members of the Board who wish to speak shall have relinquished the floor.

(C) A Trustee, when called to order by the presiding officer, shall thereupon discontinue speaking on the order of the presiding officer, which order shall be binding and conclusive, subject only to right of appeal as provided in Section 30.30.

(D) Every Trustee present when a question is stated shall vote thereon, unless excused by the Board, or unless he or she has a personal interest in the question.

Section 30.08 STANDING COMMITTEES.

(A) Standing committees of the Board of Trustees shall be as follows:

- (1) Finance
- (2) Streets
- (3) Public Safety
- (4) General Village Committee
- (5) Community Events Committee

(B) Except for the Committee of the Whole, each standing Committee shall consist of three (3) Trustees with the President as an Ex-Officio member. The President shall assign Trustees to each Committee each fiscal year but no later than at the first regular meeting in June each year. Each Committee shall enlist such assistance from other Trustees as the Committee may find desirable. No Committee shall obligate the Village for the expenditure of any money in connection with its operation except with prior and proper authorization of the Board of Trustees. The Committee shall keep the President aware of the Committee activities and will report any policy matters to the President before any action, publicity or opinions are presented to the public.

(C) Assignments to the Standing Committees shall be made by the Village President.

(D) Committee Procedures.

(1) All Committees shall hold meetings in accordance with the Open Meetings Act.

(2) A copy of the agenda of each Committee meeting shall be delivered to the President along with a copy of the minutes of the meeting.

(3) The Committee shall report on all matters under discussion upon request of the President at any regular Board of Trustees meeting. Upon the request of any two (2) Trustees present, any report of a Committee shall be

deferred, for final action thereon, to the next regular meeting of the Board after the report is made.

(4) Any person who requests to address the Committee shall be limited to two (2) minutes, unless otherwise directed by the Committee Chairperson.

Section 30.09 VISITORS.

Except during the time allotted for audience and visitors comments as provided in Section 10.07, no person other than a member of the Board of Trustees shall address that body, except with the consent of the presiding officer.

Section 30.10 CONDUCT OF MEETINGS.

(A) *Quorum.* Four (4) members of the Board of Trustees shall constitute a quorum and the affirmative vote of a majority of Trustees holding office shall be necessary to adopt any motion, resolution, or ordinance, unless a greater number is required by law. If a quorum is not present, the meeting shall thereby stand adjourned and there may be no further discussion by the Trustees present. A smaller number, however, may adjourn from time to time and may compel the attendance of absentees, under penalties (including a fine for failure to attend) as set forth by ordinance as may be amended from time to time.

(B) *Agendas.* The Village President shall have the final authority concerning the preparation, placement, or removal of all items for the agenda for all meetings of the Board of Trustees. The Village Clerk shall distribute the printed agenda with all supporting documents not later than forty-eight (48) hours before the meeting. Priority of business shall follow the printed agenda unless changed by the presiding officer, subject to appeal of the Board of Trustees.

(C) The current edition of Robert's Rules of Order shall govern the proceedings of the Board of Trustees where these Rules of Order and Procedure are silent, and when not in conflict with statutes or ordinances.

(D) Public Comment on agenda items only shall be permitted after the meeting has been called to order, roll call taken and the Pledge of Allegiance recited. No person recognized by the presiding officer may speak more than once or speak longer than five (5) minutes. All other public comments shall be heard after conclusion of all business and prior to adjournment. No person recognized by the presiding office may speak more than once or more than five (5) minutes.

Section 30.11 MOTIONS.

(A) No motion shall be debated unless it has been seconded. If any motion or question contains two (2) or more distinct propositions, the presiding officer may have the same divided with the consent of Board.

(B) After a motion or resolution is stated by the presiding officer, it may be withdrawn from consideration by the maker and the seconder with the consent of majority of the Board.

(C) A motion to reconsider may be introduced by any member of the Board on the prevailing side of the question at the same meeting at which the question was voted upon or at the next regular meeting of the Board. A motion to reconsider may only be presented at a Special Meeting at which there are present at least as many members of the Board as were present when the original vote was taken. A motion for reconsideration once having been made and decided in the negative, shall not be renewed nor shall a motion to reconsider be reconsidered. A motion to reconsider need not be seconded.

Section 30.12 ORDINANCES AND RESOLUTIONS.

(A) All ordinances and resolutions shall be introduced to the Board in printed or written form.

(B) Any proposed ordinances may be prepared or reviewed by the Village Attorney as directed by the Village President, Village Board, or Village Administrator.

(C) The Village Clerk shall prepare copies of all proposed ordinances and resolutions, together with copies of the attachments and shall distribute these to the Board.

Section 30.13 ORDER OF BUSINESS.

At every meeting of the Board of Trustees, the order of business shall be as follows:

- (A) Call to order;
- (B) Roll call;
- (C) Pledge of Allegiance;
- (D) Public comment or agenda items only;

(E) Consent agenda:

(1) Contains all routine items such as, but not limited to:

- (a) Approval of past minutes;
- (b) Approval of claims;
- (c) Annual standard type resolutions;
- (d) Department reports;
- (e) Treasurer's report; and,
- (f) Others.

(2) The following rule applies to the consent agenda:

- (a) Any member of the Village Board may, by request, have any item removed from the consent agenda. That item would be discussed immediately after approval of the remaining items.
- (b) The remaining items are approved by motion.

(F) Correspondence;

(G) Bid awards, all competitive bid awards that require Village Board approval;

(H) Old business, this section of the agenda includes items previously discussed at a Board meeting;

(I) New business, this section of the agenda includes all items of a general nature, including resolutions and ordinances being put before the Board for the first time;

(J) Reports:

- (1) Village President;
- (2) Trustee/Committee;
- (3) Village Administrator;
- (4) Village Attorney;
- (5) Village Engineer;
- (6) Chief of Police;
- (7) Director of Public Works; and,
- (8) Building Official.

(K) Executive session, this section may be held only after a vote of the Village Board and only for those reasons outlined and contained in the Open Meetings Act;

(L) Miscellaneous/announcements, such as next meeting of the Board;

(M) Public Comment on other than agenda items; and,

(N) Adjournment.

Section 30.14 PRIVILEGES OF THE FLOOR.

(A) No persons, other than the presiding officer, the Trustees, Village Officials or persons invited by the presiding officer, shall have the privilege of the floor.

(B) Persons other than the presiding officer, Trustees and Village Officials shall not be permitted to address the Board except upon introduction by the presiding officer or during the audience portion of the meeting.

(C) No person recognized by the presiding officer during the public comment portion may address the Board more than once or speak for longer than five (5) minutes, except with the unanimous consent of all Board members present, including the Village President.

(D) The presiding officer may have any person disrupting the meeting or speaking when not recognized removed from the meeting. Disrupted behavior shall include, but not be limited to, use of profane language or slanderous language.

Section 30.15 SUSPENSION OF RULES.

Any provision of these Rules not governed by the Illinois statutes or Village Ordinances may be temporarily suspended at any meeting of the Board, by affirmative vote of four (4) of the members of the Board present.

Section 30.16 APPEAL FROM DECISIONS OF THE PRESIDING OFFICER.

Any Trustee may appeal to the Board from a ruling of the presiding officer. If the appeal is seconded, the Trustee making the appeal may make a brief statement of the reasons for the appeal, and the presiding officer may explain the ruling briefly, but there shall be no debate on appeal and no other Trustee shall participate in the discussion. The presiding officer shall then put the question, "Shall the decision of the presiding officer be sustained?" If the majority of the Trustees present vote "Aye," the ruling of the presiding officer is sustained, otherwise it is overruled.

Section 30.17 AMENDMENT OF RULES.

These rules may be amended or new rules adopted by an affirmative vote of five (5) members of the Village Board.

Section 2. Sections 30.13, 30.14, 30.15, 30.16, 30.17 and 30.18 are hereby renumbers as Sections 30.17 through 30.23.

Section 3. Section 32.09 is hereby deleted in its entirety.

Section 4. If any Section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions hereof.

Section 5. This Ordinance shall be in full force and effect upon its passage, approval, and publication as provided by law.

Signed and Approved this _____ day of _____, 2013.

Village President

AYES: _____

NAYS: _____

ABSENT: _____

PASSED: _____, 2013

RECORDED: _____, 2013

PUBLISHED IN PAMPHLET FORM
by Authority of the Board of Trustees:
_____, 2013

Village Clerk