
**VILLAGE OF SUGAR GROVE
BOARD REPORT**

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: CINDY GALBREATH, VILLAGE CLERK
SUBJECT: ORDINANCE: AMENDING VILLAGE CODE - MEETING MINUTES
AGENDA: JANUARY 21, 2020
DATE: JANUARY 3, 2020

ISSUE

Should the Village Board amend Village Code.

DISCUSSION

At the January 7, 2020 Board meeting the Board discussed meeting minutes presentation and preservation. Staff was directed to draft an Ordinance Amending Village Code Chapter 8 Meeting; Rules of Order and Procedures, Section 1-8-14 as follows:

1-8-14: MINUTES AND RECORDINGS:

- A. The Clerk shall keep a written record of the proceedings of the Board containing the following:
1. The date, time and place of meeting;
 2. The members of the Village Board recorded as either present or absent;
 3. A short summary of discussion on all matters proposed, deliberated, or decided;
 4. A record of any votes taken; and
 5. The name of any Board member making and seconding a motion except for a motion to adjourn a meeting. A motion made, but not seconded, and a withdrawn motion shall not be recorded in the minutes of the meeting
- B. The Clerk shall keep an electronic record of the proceedings of the Board. Electronic record shall be made available to the public and be maintained for a period of 18 months.

The draft has been prepared and is attached.

COSTS

The Village has incurred approximately \$140 in costs for equipment to record meeting audio. No additional costs are expected to implement the recommendation.

RECOMMENDATION

That the Village Board Adopts an Ordinance amending Chapter 8, Section 1-8-14 of the Village Code, Subject to Attorney Review.



KANE COUNTY, ILLINOIS

ORDINANCE 20200121A

AN ORDINANCE AMENDING

Title 1, Chapter 8, Section 14
Of the Code of Ordinances
Of the Village of Sugar Grove,
Kane County, Illinois
For the Village of Sugar Grove, Illinois

Adopted by the Board of Trustees and President
Of the Village of Sugar Grove
This 21st day of January, 2020

Published in Pamphlet Form
By authority of the Board of Trustees
Of the Village of Sugar Grove, Kane County,
Illinois this 21st day of January, 2020

ORDINANCE 20200121A

An Ordinance Amending Title 1, Chapter 8, Section 14
of the Code of Ordinances of the Village of Sugar Grove, Kane County, Illinois

BE IT ORDAINED by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, as follows;

WHEREAS, the Village is not a home rule municipality within Article VII, Section 6A of the Illinois Constitution and, pursuant to the powers granted to it under 65 ILCS 5/3.1-300-5:

WHEREAS, the President and Board of Trustees of the Village of Sugar Grove have determined that it is in the best interests of the Village and its citizens to amend the Code of Ordinances for the Village of Sugar Grove.

NOW, THEREFORE, BE IT ORDAINED, by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, as follows:

SECTION ONE: Title 1, Chapter 8, Section 14, Journal, of the Sugar Grove Village Code shall be replaced in its entirety as follows:

Title 1, Chapter 8, Section 14 Meeting Minutes and Recordings

- A. The Clerk shall keep a written record of the proceedings of the Board containing the following:
 - 1. The date, time and place of meeting;
 - 2. The members of the Village Board recorded as either present or absent;
 - 3. A short summary of discussion on all matters proposed, deliberated, or decided;
 - 4. A record of any votes taken; and
 - 5. The name of any Board member making and seconding a motion except for a motion to adjourn a meeting. A motion made, but not seconded, and a withdrawn motion shall not be recorded in the minutes of the meeting

- B. The Clerk shall keep an electronic record of the proceedings of the Board. Electronic record shall be made available to the public and be maintained for a period of 18 months.

SECTION TWO: To the extent that this ordinance is in conflict with any presently existing ordinances or portions thereof enforced in the Village of Sugar Grove as of the effective date hereof, such prior and conflicting ordinances or portions thereof are hereby repealed. The repeal of any ordinance by this Ordinance shall not affect any right accrued or liability incurred under such repealed ordinance to the effective date hereof.

SECTION THREE: This Ordinance shall be in full force and effect from and after is passage, approval and publication in pamphlet form as provided by law.

PASSED AND APPROVED by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois this 21st day of January, 2020.

P. Sean Michels,
President of the Village of Sugar Grove,
Kane County, Illinois

ATTEST: _____
Cynthia L. Galbreath, Village Clerk

	Aye	Nay	Absent
Trustee Herron	_____	_____	_____
Trustee Koch	_____	_____	_____
Trustee Konen	_____	_____	_____
Trustee Lendi	_____	_____	_____
Trustee Montalto	_____	_____	_____
Trustee Walter	_____	_____	_____