
**VILLAGE OF SUGAR GROVE
BOARD REPORT**

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: BRENT M. EICHELBERGER, VILLAGE ADMINISTRATOR
SUBJECT: RESOLUTION: APPROVING A SEPARATION AGREEMENT
ORDINANCE: AMENDING VILLAGE CLERK COMPENSATION
APPOINTMENT: VILLAGE CLERK
AGENDA: MARCH 3, 2020 REGULAR BOARD MEETING
DATE: FEBRUARY 27, 2020

ISSUE

Should the Board approve a separation agreement, amend the Clerk compensation, and appoint a Clerk.

DISCUSSION

The proposed FY 2020-21 Budget includes a reduction in force in the Administration Department. Consistent with past practice a separation agreement with the impacted employee is recommended.

The separation creates a vacancy in the Clerk position. It is recommended at this time that the Clerk position be filled by a current Village employee and they be compensated at their current hourly rate, necessitating the elimination of the Clerk stipend.

COST

The net cost of the reduction in force, separation agreement, and elimination of the Clerk stipend is a savings of \$25,452.08.

RECOMMENDATION

That the Board:

Approve a resolution approving a separation agreement.

Approve an ordinance amending Clerk Compensation.

Appoint a Village Clerk.



RESOLUTION NO. _____

A RESOLUTION APPROVING A SEPARATION AGREEMENT AND RELEASE OF ALL CLAIMS AND ESTABLISHING A VACANCY IN THE POSITION OF VILLAGE CLERK

WHEREAS, the Village of Sugar Grove (“Village”) is not a home rule municipality within Article VII, Section 6A of the Illinois Constitution, and accordingly, seeks to act pursuant to the powers granted to it under 65 ILCS 5/1-1 *et seq.*; and,

WHEREAS, there has been presented to and there is now before this meeting of the President and Board of Trustees of the Village at which this Resolution is adopted, the form of a certain separation agreement and release of all claims (“Agreement”) by and between the Village and Cynthia Galbreath (“Galbreath”); and,

WHEREAS, Galbreath’s separation shall extend to all capacities in which she served, including that of Village Clerk; and,

NOW, THEREFORE, BE IT RESOLVED by the corporate authorities of the Village of Sugar Grove as follows:

Section One: That the Agreement by and between the Village and Galbreath, in substantially the form thereof which has been presented to and is now before the meeting of the Corporate Authorities of the Village at which this Resolution is adopted, be and the same is hereby ratified, authorized and approved.

Section Two: That the Village Clerk position is hereby declared vacant.

PASSED AND APPROVED by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, this 3rd day of March, 2020.

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

ATTEST: _____

Brent Eichelberger, Deputy Clerk,
Village of Sugar Grove

	Aye	Nay	Absent	Abstain
Trustee Heidi Lendi	___	___	___	___
Trustee Ryan Walter	___	___	___	___
Trustee Sean Herron	___	___	___	___
Trustee Ted Koch	___	___	___	___
Trustee Rick Montalto	___	___	___	___
Trustee Jen Konen	___	___	___	___
Village President P. Sean Michels	___	___	___	___



**VILLAGE OF SUGAR GROVE
KANE COUNTY, ILLINOIS**

Ordinance No. 2020 _____

**An Ordinance Amending Section 1-9B-3 of the Village Code of Ordinances
(Village Clerk - Compensation)
Village of Sugar Grove, Kane County, Illinois**

Adopted by the
Board of Trustees and President
of the Village of Sugar Grove
this 3rd day of March, 2020.

Published in Pamphlet Form
by authority of the Board of Trustees
of the Village of Sugar Grove, Kane County,
Illinois, this 3rd day of March, 2020.

ORDINANCE NO. 2020_____

**An Ordinance Amending Section 1-9B-3 of the Village Code of Ordinances
(Village Clerk - Compensation)
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 of Sugar Grove (“Village”) is not a home rule municipality within Article VII, Section 6A of the Illinois Constitution, and accordingly, seeks to act pursuant to the powers granted to it under 65 ILCS 5/1-1 *et seq.*; and,

WHEREAS, the Illinois Municipal Code (65 ILCS 5/3.1-50-5) authorizes units of local government to fix the salaries of all municipal officers and employees; and,

WHEREAS, the Village deems it necessary and proper to amend these provisions from time to time as circumstances warrant.

NOW, THEREFORE, be it ordained by the corporate authorities of the Village of Sugar Grove as follows.

SECTION ONE: SECTION 1-9B-3 (COMPENSATION)

The following provision of the Village of Sugar Grove Code of Ordinances shall be amended as follows:

Section 1-9B-3: Compensation:

The village clerk shall serve with no compensation.

Any provision not specifically enumerated herein shall remain in full force and effect.

SECTION TWO: GENERAL PROVISIONS

REPEALER: All ordinances or portions thereof in conflict with this Ordinance are hereby repealed.

SEVERABILITY: Should any provision of this Ordinance be declared invalid by a court of competent jurisdiction; the remaining provisions will remain in full force and effect the same as if the invalid provision had not been a part of this Ordinance.

EFFECTIVE DATE: This Ordinance shall be in full force and effect on and after its approval, passage 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 3rd day of March, 2020.

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

ATTEST: _____
Brent Eichelberger, Deputy Clerk,
Village of Sugar Grove

	Aye	Nay	Absent	Abstain
Trustee Heidi Lendi	___	___	___	___
Trustee Jennifer Konen	___	___	___	___
Trustee Sean Herron	___	___	___	___
Trustee Ted Koch	___	___	___	___
Trustee Rick Montalto	___	___	___	___
Trustee Ryan Walter	___	___	___	___
Village President P. Sean Michels	___	___	___	___



RESOLUTION NO. _____

A RESOLUTION APPOINTING A VILLAGE CLERK

WHEREAS, the Village of Sugar Grove (“Village”) is not a home rule municipality within Article VII, Section 6A of the Illinois Constitution, and accordingly, seeks to act pursuant to the powers granted to it under 65 ILCS 5/1-1 *et seq.*; and,

WHEREAS, there is currently a vacancy in the office of Village Clerk; and,

WHEREAS, under Section 1-9B-1 of the Village of Sugar Grove Village Code of Ordinances, the Village President, with the advice and consent of the Village Board of Trustees, shall appoint a Village Clerk who shall have the powers, duties, and responsibilities enumerated in Sections 1-9B-4 through 1-9B-8; and,

WHEREAS, the Village President has appointed Alison Murphy as Village Clerk and finds that it is in the best interest of the Village to approve the appointment of Alison Murphy as the Village Clerk; and,

NOW, THEREFORE, BE IT RESOLVED by the corporate authorities of the Village of Sugar Grove as follows:

Section One: The Village President has appointed Alison Murphy as the Village Clerk and the Village Board of Trustees has approved the appointment in accordance with Section 1-9B-1 of the Village of Sugar Grove Village Code of Ordinances.

PASSED AND APPROVED by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, this 3rd day of March, 2020.

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

ATTEST: _____

Brent Eichelberger, Deputy Clerk,
Village of Sugar Grove

	Aye	Nay	Absent	Abstain
Trustee Heidi Lendi	___	___	___	___
Trustee Ryan Walter	___	___	___	___
Trustee Sean Herron	___	___	___	___
Trustee Ted Koch	___	___	___	___
Trustee Rick Montalto	___	___	___	___
Trustee Jen Konen	___	___	___	___
Village President P. Sean Michels	___	___	___	___