

Village of Hinckley Board Meeting for February 4, 2008

President Diedrich called the meeting to order at 7:30 p.m.

Roll call showed President Joe Diedrich and Trustees: Todd Prellberg, Dan Godhardt, Lee Luker, George Hubert, Jr. and Rob Fischer all present. John Marsh was absent. This established a quorum.

Other persons in attendance included: Village Attorney Jeffrey Lewis, Don Thomas, Local Government Strategies (LGS), Barbara Dettmer, International Codes Consultants and Inspections (ICCI), Kevin Bomstad, Engineering Enterprises Inc. (EEL), and Rob Judd, Chairman, Hinckley Planning Commission.

The Pledge of Allegiance was recited.

The minutes for the January 22, 2008 Village Board meeting were presented for approval. Trustee Fischer made a motion to approve the minutes as presented; Trustee Hubert seconded.

The motion carried 4-0. Trustee Godhardt voted present.

The bills were presented for approval of payment. Trustee Hubert made a motion to approve paying the bills as presented; seconded by Trustee Godhardt.

The motion carried 5-0.

TOTAL OF ALL BILLS

General Fund	\$	1,623.60
Police Fund		1,801.31
Parks & Recreation Fund		450.45
Water & Sewer Fund		6,229.56
Road and Bridge Fund		947.56
Payroll Fund		<u>13,277.13</u>
Total:		24,329.61

ATTORNEY'S REPORT:

Attorney Lewis discussed the situation regarding Rickert Street.

Wright Place – all those involved have been served with proper notices.

Trustee Luker asked Attorney Lewis about the lengths of term for Village Planning Commission members. It was agreed that the lengths of term need to be staggered.

DEPARTMENT SUPERVISOR'S REPORTS:

Police Chief Walker informed the Board of the resignation of Officer Hopkins, a part-time officer.

Chief Walker also informed the Board that the pile of snow in front of the Community Building is from either the Village Public Works Department or Tom Sparks or both. It was

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asked if the snow could be removed before election time tomorrow morning. President Diedrich will talk to Joe Moore.

Joe Moore, Public Works Supervisor was absent; there was no report.

Dale Youngers of T.E.S.T., Inc. reported that the repairs at the Waste Water Treatment Plant need to be made soon. He has contacted a local company for a bid. Total cost for parts and labor is \$8,025.00. They can fix it by Monday, February 11, 2008. Previously approved bid from a company in Wisconsin was similar. Mr. Younger's main concern is that the treatment plant will not meet EPA standards if the repairs are not made quickly. A motion was made by Trustee Prellberg to approve spending \$8,025.00 for repairs and labor costs; seconded by Trustee Godhardt.

The motion carried 5-0.

Trustee Luker asked Mr. Youngers if a back-up pump had been purchased for the well. Mr. Youngers replied he is waiting for EEL to make a presentation to the Water and Sewer Committee.

COMMENTS FROM PERSONS PRESENT:

Mr. Rob Zimmermann, 372 W. Lincoln Ave, asked why the Village's web page has not been updated with Village Board minutes since November 2007. Trustee Prellberg will look into it.

COMMITTEE REPORTS:

Rob Fischer, Parks and Equipment – The Aurora Area Convention and Visitor's Bureau has accepted Hinckley as a member. We are just waiting for legal information from them. The next meeting will be March 5, 2008 at 6:30 p.m. at the Village Hall.

George Hubert, Jr., Personnel & Finance – Will request appropriations from department heads in preparation for the new fiscal year Appropriations Ordinance. No date set for next meeting at this time. President Diedrich asked about the Village's financial situation. Trustee Hubert replied the Village is getting by.

Lee Luker, Building and Grounds – Nothing to report at this time.

John Marsh, Water and Sewer – absent.

Dan Godhardt, Economic Development – A draft of the proposed Village of Hinckley Zoning Map was presented for review. Discussion followed regarding corrections and spot zoning. Any further changes to the map need to be sent to Mr. Don Thomas, LGS as soon as possible. Attorney Lewis asked if the Village Board was going to send individual notices to village residents whose zoning is to be changed. Don Thomas, LGS did not think the Village needed to do so. The Village is required to approve the Zoning Map every year, and a public hearing should suffice for notification. Trustee Godhardt will consult further with Attorney Lewis on the need to notify individual property owners

of changes. Trustee Luker asked if this map represented comprehensive rezoning. Trustee Godhardt replied no; this map represents current zoning.

Trustee Godhardt also requested to send Dawn Grivetti, Community Development Administrative Assistant to a seminar on open meetings and managing electronic records on February 25, 2008 in Rockford, IL at a cost of \$217.00. Trustee Godhardt moved to send Dawn Grivetti to the seminar at a cost of \$217.00; seconded by Trustee Luker.

The motion carried 5-0.

The next Planning Commission meeting is scheduled for February 13, 2008 at 7:00 p.m. at the Village Hall.

Todd Prellberg, Streets and Alleys – The Village has received its last delivery of salt.

TABLED ISSUES

1. International Codes Consultants and Inspections, Inc. (ICCI) – Ordinances Barb Dettmer, ICCI presented revised Ordinance 08-02 amending Chapter 18 of the Hinckley Municipal Code (Buildings and Building Regulations), Article 1 (General), Sec. 18-6 (Fees) and Sec. 18-8 (Permit Fee Schedule), and revised Ordinance 08-03 amending Chapter 18 of the Hinckley Municipal Code (Buildings and Building Regulations), Article 1 (General), Sec. 18-2 (Technical Codes) and Chapter 26 (Fire Prevention and Protection), Article 1 (General) for approval.

President Diedrich was concerned about charges for nuisance fees going up and the implementation of a two hour minimum. Mrs. Dettmer replied that the two hour minimum has always been established, but ICCI has yet to charge the Village for it. Discussion followed regarding increasing Village nuisance fines to recoup costs. Trustee Luker moved to approve Ordinance 08-02; seconded by Trustee Fischer.

The motion carried 5-0.

Trustee Luker moved to approve Ordinance 08-03; seconded by Trustee Godhardt.

The motion carried 5-0.

2. Concept Plan for Weslan Corporate Center P.U.D. Bernie Wilhelmsen, engineer, presented the concept plat of the Weslan Corporate Center P.U.D. Trustee Godhardt stated that Norm Beeh of Beeh Engineering recommended a traffic study be done regarding a left turn lane from E. Sandwich Rd. onto Rt. 30 to be paid for by the developer. Trustee Godhardt reminded the Board that the only thing they need to consider now is if this is where the Village wants an industrial park. Any further details regarding the P.U.D. would be presented in the preliminary plats. Trustee Luker moved to approve the Weslan Corporate Center P.U.D. concept plat; seconded by Trustee Godhardt.

The motion carried 4-1 with Trustees Fischer, Luker, Godhardt and Prellberg voting yea and Trustee Hubert voting nay.

3. Resolution for Village Engineer
Trustee Prellberg asked if Attorney Lewis could create a document establishing a standard Village Engineer for future developments to eliminate the confusion of dealing with multiple engineers for each project. Projects must be assigned an engineer by the Village when first presented to the Plan Commission.

PRESIDENT'S REPORT:

1. New Employee for Maintenance Dept.
Personnel Committee recommends the current part-time position being held by Ceneca Wagner become full-time at the beginning of the next fiscal year. Until then, it is advised that Mr. Wagner work as many hours as needed, but not to exceed 40 hours per week.
2. Clerk Pro-Tem Position
President Diedrich informed the Board that it acted too soon by appointing Dawn R. Grivetti as the Clerk Pro-Tem at the previous board meeting. The board should have first established the position and then appointed Mrs. Grivetti. Trustee Godhardt moved to create the position of Clerk Pro-Tem to be held by Dawn R. Grivetti; seconded by Trustee Fischer.

The motion carried 5-0.

Discussion followed concerning the elected Clerk's absence. The Clerk stated in a recent phone conversation she could be gone for three months, returning every three weeks. President Diedrich suggested closing the Village office during the Clerk's hours of 8 a.m. to 10 a.m. on Saturdays as Mrs. Grivetti is not available to work those hours. It was agreed the office would be closed during those hours for the month of February until new hours can be established.

3. President Diedrich reported he attended the DeKalb County Economic Development dinner. They did a nice job displaying information about Hinckley.
4. Sample Late Water Bill letters that were previously distributed to Trustees indicated the wrong time for the hearing. Hinckley Municipal Code states the hearing must be at 7:00 p.m. on the day of the hearing. The letters indicated a time of 7:30 p.m. Trustee Fischer thought it would be best if the Water and Sewer Committee reviewed water payment issues, however Attorney Lewis informed the board that according to Village Municipal Code the entire Village Board must review each concern.
5. Pipeline Safety, February 19, 2008 from 11:00 a.m. to 12:30 p.m. President Diedrich, Joe Moore and Jerrie Kaus will attend. It was also suggested that Ceneca Wagner attend as well.

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6. In lieu of the Village's financial situation, President Diedrich suggested implementing a spending freeze on large items until more money comes in. Trustee Hubert agreed it would be appropriate until the beginning of the next fiscal year. Trustee Luker suggested taking a closer look at current appropriations.

7. President Diedrich received an invitation for Representative Bob Pritchard's annual Legislative Update Breakfast at 7:30 a.m., February 25, 2008. This year Representative Pritchard will be recognizing municipal presidents, trustees, treasurers, clerks, police chiefs and fire chiefs. Anyone interested in attending should let President Diedrich know.

DISCUSSION:

Trustee Luker wanted to know if there are any safety courses or instruction for Ceneca Wagner to participate in. Chief Walker suggested he participate in CPR training with police officers in the spring. Trustee Luker also wanted to know if Mr. Wagner needs a clothing allowance for safety clothing. It was agreed to reimburse Mr. Wagner for any safety clothing and equipment he needs that the Maintenance Dept. doesn't already have.

CLERK'S REPORT:

MONEY RECEIVED SINCE JANUARY 22, 2008

Income Tax	\$	10,125.58
State Use Tax		2,301.69
Subpoena		45.00
Ordinance Violation (dog)		25.00
Permit #08-01 (Brown Pub Tent)		40.00
Permit #08-02 (Holenberger-Remodel)		78.00
Franchise Income (NICOR)		5,136.15
Police Report		<u>5.00</u>
Total:	\$	17,756.42

TRANSFERS FOR APPROVAL

<u>To General Fund From:</u>		
Road and Bridge Fund	\$	60,000.00
(to cover payroll transfer for month of January)		
 <u>To Payroll From:</u>		
General Fund	\$	33,419.39
Police Fund		27,166.49

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Water and Sewer Fund		<u>2,812.03</u>
Total:	\$	63,397.91

Trustee Luker moved to approve the Clerk's Report and the money transfers; seconded by Trustee Godhardt.

The motion carried 5-0.

ADJOURNMENT

Trustee Godhardt made a motion to adjourn the meeting at 8:50 p.m., seconded by Trustee Fischer.

The motion carried 5-0.

The next regular meeting of the Hinckley Village Board will be February 19, 2008 at 7:30 p.m. at the Village Hall. As a reminder, the Board meeting is being held on a Tuesday because Monday, February 18 is President's Day.

Joseph J. Diedrich, President

Dawn R. Grivetti, Clerk Pro-Tem