

**Village of Hinckley, Regular Board Meeting Minutes for September 20, 2010**

Village President Dan Godhardt called the meeting to order at 6:57PM.

Roll call showed President Dan Godhardt and Trustees: Nancy Nelson, Dave Maroo, and Bob Albright present. This established a quorum. Trustee Warner arrived after roll call at 6:59PM.

Other persons present included, Wendy Leasure, Village Clerk, Cyndi Thon, Village Treasurer, Village Attorney, Steve Andersson, Pete Wallers, EEI, Inc., and Perry Jungles, Squaw Grove Township Road Commissioner.

The Pledge of Allegiance was recited.

**SWEARING IN OF VILLAGE TREASURER**

Cynthia Thon was officially sworn in as the new Village Treasurer, by Village Clerk, Wendy Leasure. Cyndi was congratulated and welcomed by the board.

**MINUTES OF THE PREVIOUS MEETING**

The Minutes for the September 7, 2010 meeting were presented for approval. A motion to approve the minutes as presented was made by Trustee Nelson. The motion was seconded by Trustee Albright. **The motion carried unanimously by Voice Vote.**

**MONEY RECEIVED**

A list of all money received was provided by Dawn Grivetti, Office Manager.

**MONEY RECEIVED SINCE SEPTEMBER 8, 2010**

Miscellaneous Income	\$42.41
Motor Fuel Tax	\$4,169.84
Park Activities Income	\$424.00
Park Rental Income	\$50.00
Permit Income	\$100.00
Police Fines Income	\$2,416.62
Sales Tax Income	\$10,786.45
Utility Tax Income	\$2,467.71
<b>Water and Sewer Receipts:</b>	
Capital Improvement Fee	\$1,661.08
Debt Service Fee	\$3,638.29
Garbage Fee	\$2,842.27
Water & Sewer Income	\$10,621.10
Yard Waste Stickers	<u>\$267.90</u>
<b>TOTAL:</b>	<b>\$39,487.67</b>

**PRESENTATION AND APPROVAL OF BILLS**

A total of all bills were provided by Dawn Grivetti, Office Manager.

**TOTAL OF ALL BILLS**

General Fund	\$7,473.75
Park Program Fund	\$292.20
Police Fund	\$577.76
Road and Bridge Fund	\$0.00
Garbage Fund	\$11,267.79
Water & Sewer Fund	<u>\$18,285.96</u>
<b>TOTAL:</b>	<b>\$37,897.46</b>

Trustee Maroo made a motion to approve the bills as presented. The motion was seconded by Trustee Albright. **The motion carried unanimously by Roll Call Vote, 4-0.**

## **TRANSFER OF FUNDS**

There was no need to transfer funds at this time.

## **TREASURER'S REPORT**

Treasurer Cyndi Thon had nothing to report at this time.

## **ATTORNEY'S REPORT**

Village Attorney Steve Andersson presented a revised draft of the Liquor Ordinance for approval by the board. Attorney Andersson addressed the definitions of premises as well as the hours of selling alcohol. There was discussion and explanation of why there is a need to list only the licenses that have been issued for each class, instead of leaving an unlimited amount to be open.

Trustee Maroo asked if there was a State Law that permits the Mayor to be the Liquor Commissioner. Attorney Andersson replied that yes it is legal to do so.

Trustee Maroo also felt that B and C in the Operating Hours Section contradict each other. Attorney Andersson suggested adding the classifications to which those statements apply. It was then decided by the board to delete the following phrase "except that such premises may not be open on Mondays before 8AM and 12 Noon on Sundays". Also in this section (c), the term class c will be stricken. The term Mayor will also be replaced with "Liquor Commissioner" in section (e).

In the section for Classification of Licenses, fees; maximum number of licenses, etc. 5c, the phrase "except that no alcoholic products may be sold on Monday's before 8AM will be stricken.

Trustee Maroo made a motion to approve the Liquor Ordinance No. 2010-09 with the above noted corrections. Trustee Albright seconded the motion. **The motion carried 3-1.** Ayes are Trustees Albright, Nelson and Maroo. Nays are Trustee Warner.

## **PRESIDENT'S REPORT (OUT OF ORDER FROM AGENDA)**

Perry Jungles, Squaw Grove Township Road Commissioner, brought in a contract between the Village of Hinckley as well as the Squaw Grove Township for Village President Dan Godhardt to review. The contract states that the Squaw Grove Township will pay the entire cost of the field tile project along Pritchard Rd., up front and that the Village of Hinckley would have one year to pay Squaw Grove Township for its portion of the bill. Perry is estimating that the entire cost of the project would be about \$7,000.00. A copy of the contract was also given to the Village Attorney for him to review. Trustee Warner made a motion to forgo the bidding process as long as the Squaw Grove Project will remain under \$10,000.00 for repairs. This motion requires a super majority vote, which allows the Mayor to vote as well. Trustee Maroo seconded the motion. **The motion carried unanimously by Roll Call Vote, 5-0.** Trustee Maroo then made a motion to give the Village President the authority to sign the contract with Squaw Grove Township once it is read by the Village Attorney and has his approval. The motion was seconded by Trustee Warner. **The motion carried unanimously by Roll Call Vote, 4-0.**

## **ATTORNEY'S REPORT (CONTINUED)**

Attorney Andersson presented a revised draft of the Noise Ordinance. There was discussion and several corrections are to be made.

In Noise Control Section

1 Construction- In the third sentence Monday and Friday will be changed to "Monday and Saturday. In the fourth sentence, "on Saturdays" will be stricken.

2 Outdoor Music – 12: PM will be changed to "12AM" and Sunday will be replaced with "Saturday".

3 Exemptions – a. – Snow removal equipment will be added.

c. – and snow removal equipment will be stricken. In the last sentence, the sentence shall read, "This exemption shall only apply between the hours of 7:00 am and 8:00pm Monday through Saturday and 9:00am and 8:00pm on Sunday". Trustee Nelson made a motion to approve the Noise Ordinance No. 2010 - 10 with the stated corrections. Trustee Warner seconded the motion. **The motion carried unanimously by Roll Call Vote, 4-0.**

Attorney Andersson then presented a revised draft of the Burning Ordinance. In the (ii) section the term "wood cannot be stacked in excess of 3 feet" will replace a camp fire. Trustee Maroo suggested asking Jay VanLanduyt, Hinckley Fire Department Chief if he would like to be the code official instead of the stated Chief of Police. Village President Dan Godhardt will speak with Jay regarding this matter. This ordinance will be tabled until the last meeting of the month in October.

## **COMMITTEE REPORTS**

**Building and Grounds / Parks and Recreation, Bob Albright** – Trustee Albright stated that it will cost \$770.45 for parts to repair the Leaf Vacuum so that it is up and running. This would include the shaft and bearing. A public works employee would be able to do the labor for the repair. Trustee Albright made a motion to purchase the parts for \$770.45. The motion was seconded by Nancy Nelson. **The motion carried unanimously by Roll Call Vote, 4-0.**

Trustee Albright informed the Board that MSI Software representatives had come to the Village Hall and discussed their software. They did not leave a bid for cost, but one will be forthcoming. Trustee Albright stated that financing was available. There were several questions regarding whether or not the MSI Software could be integrated with the current JHAWK water billing software. Trustee Maroo suggested getting references from area Villages that have successfully or unsuccessfully integrated with the two software programs. Trustee Nelson reminded the Board that the MSI software would eventually take the place of the JHAWK software, because the MSI software already has a water billing package in it. President Godhardt reminds the Board that this software will not only need to be able to do “drive by” readings, but also “in office” readings as well.

**Streets and Alleys, Lee Luker** – Trustee Luker was absent, but the trees down town were discussed. It appears that the flower pots were picked up from the down town businesses. The pots were covering some of the holes left from the pulled trees. Leaving the holes exposed creates a hazard for pedestrians. Trustee Maroo suggests putting them back over the holes. Trustee Nelson suggests leaving the pots all year long and changing the plants periodically with the season. This beautifies the down town and encourages those who drive through town to stop. President Godhardt will call Ozzie’s Greenhouse and have the pots returned and replanted.

Trustee Albright asked whether or not a Parks Committee member can just join the committee or if the person would need to be appointed. President Godhardt said to nominate the person and he would appoint that person to the committee. Trustee Albright said he may have a name for the next meeting.

**Sewer and Water, Steve Warner** – Steve asked that the sinkhole issue be put on the next agenda.

After reviewing the material for the Change Order No. 2 for \$29,641.32 Trustee Warner questioned why the changes were stated and requests that in the future that information is supplied. He feels that this should be done ahead of time not after the fact. Pete Wallers, EEI, Inc. agreed to do that in the future. Trustee Maroo asked why there was not any anticipation for some of the issues that came up. Pete stated that the pipe was not on the map of Village lines. He also says that this sort of problem happens all the time. For some reason or another, what used to be a private line, the Village takes over due to repairs, etc. and it is not properly documented. Trustee Maroo states that he very concerned that there is municipality tile that is not mapped. Pete stated that throughout the entire project, the Village Board is sent e-mails that detail all work in progress as well as completed work. Trustee Maroo asked Pete if he could put in detailed information in those reports so that he will understand it if other issues arise. Pete said he would be happy to do that for the Board. Trustee Warner apologies for not reading the e-mail and says he will go back and review them. Trustee Warner made a motion to approve Change Order No. 2. The motion was seconded by Trustee Nelson. **The motion carried unanimously by Roll Call vote, 4-0.**

Trustee Albright asks whether or not the permanent mounted generator issue has been dropped. Pete Wallers replied that he forwarded all information to Village President Godhardt, who then forwarded it to Trustee Warner. Trustee Warner said he had not looked at the material yet, but he will do so and report back.

**Finance, Dave Maroo** – Trustee Maroo stated he still has not received the audit, but once he does he will schedule a Finance Committee meeting. He also reminds the Board that the DeKalb County Map meeting is September 30 from 7 to 9 pm and asks if anyone is interested in going. Trustee Maroo will be attending.

**Personnel, Nancy Nelson** – Trustee Nelson reports that she has not heard anything more from the IMAP program. Attorney Andersson stated that he will get an update for the Board.

Nancy discussed compensation for the Planning Commission secretary. She informed the Board that the job averages 4 hours with a lot of prep work and no compensation for that work. Trustee Nelson is suggesting that the Planning Commission Secretary receive \$50 per meeting, retroactive to the first meeting assigned to her. Trustee Maroo did ask why because he thought the Planning Commission secretary job was part of the Village Clerks duties. Village Clerk, Wendy Leasure informed the board that when she originally asked about the Village Clerk job, she was told she would be working on Monday’s

from 6 to 10PM taking minutes for the Regular Board meetings. The first time she had heard that she was the Planning Commission secretary was when the Chairman of the Commission called and told her a few days before the meeting to be there. Trustee Nelson reminds the Board that the duties of the position have changed and will probably continue to do so as the Village evolves. Trustee Nelson made a motion to pay the Planning Commission secretary \$50 per meeting, retroactive to the first meeting assigned to her. The motion was seconded by Trustee Warner. **The motion carried unanimously by Roll Call Vote, 4-0.**

#### **TABLED ISSUES**

Village President Godhardt states that Royal Estates Subdivision is in foreclosure proceedings. They are requesting documentation of entitlement and asked if there are development agreements. Attorney Andersson stated that he will work with Office Manager, Dawn Grivetti to get any information available. Pete Wallers, EEI, Inc. states that he will also see to any information that he might have.

Attorney Andersson did say to go ahead and do any weed control necessary and lien the property. There will be no weed control done to those lots until spring, per Trustee Albright.

It was asked if there was a list of improvements that needed to be done. The reply was "yes", one for sure being no lift station was installed. If at sometime in the future the subdivision comes "on line", the sewer additions will have to be completed.

Village Clerk, Wendy Leasure brought it to the Boards attention that the Village still holds escrow accounts for several builders. The bank is stating that due to inactivity that they may be accessing charges. Attorney Andersson states that if those particular builders owe the Village money, that the accounts can be closed and the money placed in the general fund. Village President, Dan Godhardt will see to that matter.

#### **PRESIDENT'S REPORT (CONTINUED)**

The 512 Belmont weed issue has been resolved. A good neighbor mowed the grass.

The Payment Application No. 3 for R.C. Wegman in the amount of \$163,432.27 was reviewed. Trustee Warner made a motion to approve the payment in the amount stated. Trustee Nelson seconded the motion. **The motion carried unanimously by Roll Call Vote, 4-0.**

#### **OPEN DISCUSSION**

Trustee Warner asked whether or not all the rail road crossings have everything needed to proceed with the Quiet Zone. The reply was "yes". Village President Dan Godhardt asked if the Board should discuss this project in a Committee of the Whole Meeting. Trustee Maroo asked if the meeting would be necessary. It was decided to put the matter on the next agenda, if a decision could not be made at that time then a Committee of the Whole meeting will be scheduled.

Pete Wallers, EEI, Inc. and Village President Dan Godhardt are waiting to receive information on the James Street project. Trustee Warner will speak with Joe Moore regarding water infiltration to hopefully resolve some issues.

#### **ADJOURNMENT**

Trustee Albright made a motion to adjourn the meeting at 9:47PM. The motion was seconded by Trustee Nelson. **The motion carried unanimously by Voice Vote.** The meeting was adjourned.

The next Regular Meeting of the Village Board will be Monday, October 4, 2010 at 7PM.

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**Dan P. Godhardt, Village President**

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**Wendy S. Leasure, Village Clerk**