

Village of Hinckley Board Meeting for November 3, 2008

Trustee George Hubert Jr. called the meeting to order at 7:30 p.m.

Roll call showed Trustees: Todd Prellberg, Steve Warner, Dan Godhardt, Lee Luker and George Hubert Jr. all present. This established a quorum. President Joe Diedrich was not present.

Other persons in attendance included: Jeffrey Lewis, Village Attorney; Dave Walker, Chief of Police; Joe Moore, Public Works Supervisor and Dale Youngers, Waste Water Treatment Plant Supervisor, Kevin Bomstad, Engineering Enterprises Inc. (EEI), Sherriff Roger Scott, Officer David Ford and members of his family.

Trustee Godhardt made a motion to appoint Trustee Hubert as President Pro-tem in the absence of President Diedrich; seconded by Trustee Luker.

Motion carried 5-0.

The Pledge of Allegiance was recited.

Chief Walker presented Officer Ford with his sergeant's stripes and congratulated him on his promotion to sergeant. Chief Walker also thanked the Village Board for their cooperation with the Police Department. Chief Walker announced this is the first promotion in the Department other than to Chief in several years. Sherriff Roger Scott also presented Sergeant Ford with a Letter of Commendation for his heroic efforts to save the lives of three residents during the flood on September 14, 2008.

[At this time, the Board took a 15 minute recess for a brief reception. The meeting resumed at 7:55 p.m.]

The minutes for the October 6, 2008 Village Board meeting were presented for approval. Trustee Luker made a motion to approve the minutes as presented; seconded by Trustee Warner.

Motion carried 5-0.

The minutes for the October 27, 2008 Special Village Board meeting were presented for approval. Dawn Grivetti, Clerk Pro-tem stated a correction should be made regarding the annual fee for the newly established liquor license classification for retail food establishments. The initial annual fee for first-time applicants will be \$1000.00 and renewals will be \$500.00 annually. Trustee Godhardt made a motion to approve the minutes as amended; seconded by Trustee Warner.

Motion carried 4-0 with Trustee Hubert voting present.

The minutes for the October 6, 2008 closed session have not been presented, but will be available for approval at the next Village Board meeting.

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

Motion carried 5-0.

TOTAL OF ALL BILLS

General Fund	\$	12,688.52
Police Fund		1,681.61
Park Activity Fund		346.82

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Water and Sewer Fund		5,808.42
Road and Bridge Fund		1,242.63
Payroll Fund		<u>12,379.01</u>
Total:	\$	34,147.01

TOTAL OF ALL DEVELOPER ESCROW BILLS

Land Partners, LLC		9,771.75
General (Joint) Escrow Account		51,973.93
Royal Estates Subdivision, Unit 8		13,420.54
Weslan Corporate Center		<u>604.43</u>
Total:	\$	75,770.65

TREASURER'S REPORT:

Because the regular second meeting in October was cancelled, the September Treasurer's Report was not presented at the previous Village Board meeting. Trustee Hubert presented the Monthly Treasurer's Report of September 2008 tonight. Trustee Hubert stated the Village has a total of \$574,032.84 on hand. Trustee Hubert recommended the approval of the report as presented. Trustee Luker made a motion to approve the report as presented; seconded by Trustee Godhardt.

Motion carried 5-0.

ATTORNEY'S REPORT:

Attorney Lewis stated he has consulted with President Diedrich concerning meeting with the Royal Estates Subdivision, Unit 8 developer, Village representatives, himself and a representative from Benchmark Bank. The Bank is trying to work out other options to complete the remaining necessary infrastructure improvements. EEL engineers are working on compliance issues. President Pro-tem Hubert suggested appointing a trustee to meet with the other representatives in place of President Diedrich in the event he is unable to attend. Mr. Lewis stated he would prefer the bank create a proposal before meeting with the Village. A meeting date was set for November 11 at 3:00 p.m. at Village Hall. Mr. Lewis will consult with the Bank to approve the date and time.

Trustee Luker asked Mr. Bomstad how much it will cost to complete the two exposed corners adjacent to the subdivision. Mr. Bomstad stated it would cost roughly \$25,000 to \$30,000. Trustee Luker asked the Board if the Village would be willing to do the work ourselves. Mr. Lewis advised against it stating if the bank is willing to do the work, the Village should let them.

DEPARTMENT SUPERVISOR'S REPORTS:

Police Chief Walker stated he had nothing further to report.

Public Works Supervisor, Joe Moore stated a resident at 564 Belmont (on the corner of Belmont and Rees Streets) wants permission to put in a driveway on Rees St. to his new garage behind his existing garage. The Board made no comment.

Mr. Moore also reported he will be cleaning stop signs around town following the Halloween weekend.

Waste Water Treatment Plant Supervisor, Dale Youngers reported the underground storage tank will be removed on November 14, 2008.

Mr. Youngers also stated the EPA-required test for arsenic was due this quarter. He submitted the sample following the October 6, 2008 Village Board meeting. The results of the test indicate the Village's water supply is well under the allowable limit.

Mr. Youngers further stated the Waste Water Treatment Plant underwent an EPA Compliance test last week. The EPA Agent, Nancy Sisson asked what the Village is doing to prevent the flooding of the Plant in the future. Mr. Youngers stated the Village has bought a new pump. Ms. Sisson stated this is not enough of a plan and provided him with other ideas.

COMMENTS FROM PERSONS PRESENT:

Mrs. Deb Winkle thanked the Village and individual persons involved for their contribution in providing the Hinckley-Big Rock Elementary School with a Safe Routes to School Travel Plan.

Mrs. Kay Jones stated she had recently spoke to President Diedrich regarding the open trustee position and wanted to come to a Village Board meeting to see how business is conducted. Mrs. Jones asked the Board if it is possible to get minutes to the committee meetings regarding the flooding issue. President Pro-tem Hubert replied the Village can make copies for her.

COMMITTEE REPORTS:

Dan Godhardt, Economic Development – Trustee Godhardt reported there was no Planning Commission meeting last month. Trustee Godhardt attended the Regional Plan Commission meeting. A presentation was given entitled, "What to do When a Developer Goes Under." Copies of the presentation were distributed to the trustees. Draft versions of a Public Improvements Completion Agreement and Letter of Credit were included in the presentation. Trustee Godhardt suggested they both be added to the Village's Subdivision Control Ordinance and possibly to any future annexation agreements.

Steve Warner, Water and Sewer – Trustee Warner reported he held a Water and Sewer Committee meeting recently. The immediate need is to shore up emergency equipment and to make sewer covers water tight. The committee discussed water issues that included different future options leading toward a new well; and sewer issues that included acquiring property to upgrade the Waste Water Treatment Plant.

Trustee Warner also stated the committee is considering purchasing equipment from the Village of Hampshire to remove radium from the Village's water supply to get one of the Village's wells back on line. Water and sewer rates will be discussed at a future meeting.

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The cost to replace the 40 manhole covers that were under water during and after the recent flood will be approximately \$7,000. Trustee Prellberg asked Mr. Moore if he knows for sure the underwater covers let water in. Mr. Moore stated the covers have one or two pick holes per cover. Each hole lets in 40 gallons of water per minute. Some covers were under water for several days.

Trustee Warner made a motion to purchase new sewer lids at a cost of \$7,000. Trustee Luker asked if there are other companies to provide bids. Trustee Warner replied there are only two companies who sell them. Trustee Luker asked who would install them and at what additional cost. Mr. Moore replied he can install each lid in as little as fifteen minutes. Trustee Warner amended his motion to purchase new sewer lids at *approximately* \$7,000. Mr. Moore will offer the bid price to each company. Trustee Godhardt seconded the motion.

Motion carried 5-0.

Trustee Warner continued to report that the Village had to buy a new pump during the flood. The committee discussed other options to purchase more pumps. Trustee Warner commended Village employees for their committed service to save the Village infrastructure during the flood.

Trustee Prellberg stated the Sewer and Water Committee would like the Village Board to direct Trustee Warner to discuss equipment purchase with the Village of Hampshire. Trustee Luker stated he would like to see all estimates. President Pro-tem Hubert told Trustee Warner it is part of his obligation as a committee chairman to seek out equipment bids.

Todd Prellberg, Streets and Alleys – Trustee Prellberg stated there will be a Streets and Alleys Committee meeting November 7, 2008 at 2:00 p.m. The committee will narrow down the street projects for 2009.

Trustee Prellberg also stated the Village has passed phase one of the Safe Routes To School Grant Program. He thanked Mrs. Grivetti for all her work on the School Travel Plan. The grant application is due December 1, 2008.

Lee Luker, Building and Grounds – Trustee Luker had nothing to report.

George Hubert, Jr., Finance & Personnel Committees – President Pro-tem Hubert had nothing to report. Trustee Luker asked if it was too late to change the Clerk's position from elected to appointed. Mr. Lewis will research the idea.

Parks and Recreation – There was nothing to report.

TABLED ISSUES

President Pro-tem Hubert would like the appointment of a trustee to the Village Board added to the agenda for the next Village Board meeting scheduled for November 17, 2008.

PRESIDENT'S REPORT:

1. Safe Routes to School Grant Program

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Previously discussed in Committee Reports

2. Resolution to Authorize Participation of the Hinckley Police Department in the IL Law Enforcement Alarm System
Trustee Luker made a motion to approve the resolution; seconded by Trustee Prellberg
Motion carried 5-0.

CLERK PRO TEM'S REPORT:

1. Authorization to post recent ordinances to the web.
Mrs. Grivetti stated she has spoken to representatives from Municode, the company that codifies the Village's ordinances. Municode will post all the Village's ordinances passed since 2004 to their website free of charge. The Village links to this sight from our own website to view the Hinckley Municipal Codes. They estimated it could cost approximately \$4,000 to \$5,000 to codify all the ordinances including the newest draft ordinances. Trustee Prellberg stated it is worth it to the Village. Trustee Warner made a motion to have all non-posted ordinances to date sent to Municode for posting; seconded by Trustee Godhardt.
Motion carried 5-0.
2. Pre-filing Notice of Petitions for Consolidated Elections
Mrs. Grivetti stated she has posted the pre-filing notice on the Village's website and will post the notice in the Midweek soon.
3. Mrs. Grivetti reported the money received since October 27, 2008 and the transfers for approval.

MONEY RECEIVED SINCE OCTOBER 27, 2008

Utility Tax (State)	\$	4,211.67
State Use Tax		2,215.77
Income Tax		10,073.79
Reimbursement from HBRHS for Homecoming Security		924.00
Parking Fine		5.00
Police Report		5.00
Police Fine		1,634.19
Squad Car Acquisition and Maintenance		120.00
Park Activity Fees		357.13
Permit #08-75 (Deacon/porch remodel)		100.00
Permit #08-76 (Davis/wood burning stove)		100.00
Liquor License – D & J Packaged Liquors, Inc		500.00
Liquor License – Michaels Bros. Supermarket		500.00
Liquor License – Welcome Matt Inn, Inc.		1,000.00
Liquor License – Dave's Pizza II, LLC		1,000.00
Liquor License – Little Brown Pub, Inc.		1,000.00
Liquor License – J & K's Half Moon Tavern, Inc.		<u>1,000.00</u>
Total:	\$	24,746.55

TRANSFERS FOR APPROVAL

To Payroll from:		
General Fund	\$	15,667.53
Police Fund		18,416.17
Water and Sewer Fund		4,793.15
Road and Bridge Fund		<u>3,691.80</u>
Total:	\$	42,568.65
To Garbage Fund from:		
Water and Sewer Fund	\$	34,591.68

Trustee Godhardt made a motion to approve the Transfers; seconded by Trustee Warner.
Motion carried 5-0.

DISCUSSION:

Trustee Warner wanted to discuss changing the billing procedure for water billing. President Pro-tem Hubert suggested discussing it at the next Water and Sewer Committee meeting.

Trustee Prellberg stated the Parks Committee is still waiting to hear from consultants regarding the Parks Master Plan. LandTech, a landscape and architectural engineering company was hired by the Village only to produce the Parks Master Plan. They were never hired as a consultant for the Village for any other purpose. John Vann of LandTech was hired as a sub-contractor by LGS to create a landscape ordinance. President Pro-tem Hubert concurred. They were not on contract with the Village.

Mr. Lewis replied to the request to change the Clerk's position from elected to appointed. He stated the Village Board can, without notification, with a two-thirds vote of the Trustees, change the Clerk's position to appointed. It was requested to put the item on the next Village Board agenda for November 17, 2008.

Trustee Warner made a motion to move to a closed session regarding a sewer and water issue at 8:55 p.m.

The meeting resumed at 9:15 p.m. following the closed session.

President Pro-tem Hubert authorized access to get appraisal.

ADJOURNMENT

Trustee Godhardt made a motion to adjourn the meeting at 9:16 p.m.
Adjournment was approved unanimously.

The next regular meeting of the Hinckley Village Board will be November 17, 2008 at 7:30 p.m. at the Village Hall.

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George Hubert Jr., President Pro-Tem

Dawn R. Grivetti, Clerk Pro-Tem