

## Village of Hinckley Board Meeting for November 17, 2008

President Joe Diedrich called the meeting to order at 7:35 p.m.

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

There were no other Village representatives in attendance.

The Pledge of Allegiance was recited.

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

**Motion carried 4-0.**

The minutes for the November 3, 2008 regular meeting of the Village Board were presented for approval. Trustee Warner made a motion to approve the minutes as presented; seconded by Trustee Luker.

**Motion carried 4-0.**

The minutes for the November 3, 2008 Closed Session meeting of the Village Board were presented for approval. Trustee Luker suggested striking the last half of the statement beginning, "By consensus..." Trustee Luker made a motion to approve the minutes as corrected; seconded by Trustee Hubert.

**Motion carried 4-0.**

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

**Motion carried 4-0.**

### TOTAL OF ALL BILLS

General Fund	\$	26,632.88
Police Fund		13,961.52
Park Activity Fund		225.54
Garbage Fund		10,841.04
Water and Sewer Fund		18,202.59
Road and Bridge Fund		5,767.44
School Impact Fee Fund		9501.48
Payroll Fund		<u>13,611.58</u>
Total:	\$	98,744.07

### 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>131.25</u>

Total: \$ 75,297.47

**TREASURER'S REPORT:**

The Monthly Treasurer's Report of October 2008 was presented by Trustee Hubert. Trustee Hubert stated the Village has a total of \$582,862.82 on hand. Trustee Hubert made a motion to approve the report as presented; seconded by Trustee Luker.

**Motion carried 4-0.**

**COMMENTS FROM PERSONS PRESENT:**

Ms. Mary Randle from Metro West Council of Government gave a presentation of her organization. Metro West monitors legislation; provides seminars for newly elected officials; manages a Water Conservation Task Force; and offers networking options with other local municipalities and county governments. Trustee Hubert asked who is on staff at Metro West. Ms. Randle replied she is the Executive Director and a registered lobbyist for the organization. She also employs and administrative assistant and consulting engineering firm, Engineering Enterprises, Inc (EEI). Trustee Hubert asked about her legal staff. Ms. Randle replied they employ Attorney Steven Andersson of Mickey, Wilson, Weiler, Renzi & Andersson, P.C. Trustee Hubert asked if the Village would have to pay a separate fee if it wished to use the services of the attorney. Ms. Randle replied, yes. Ms. Randle stated the annual membership dues are \$1,500.00 due in May. Dues can be pro-rated and paid in installments.

**COMMITTEE REPORTS:**

**George Hubert, Jr., Finance & Personnel Committees** – Trustee Hubert had nothing to report. Trustee Luker stated the Village will need to consider appointing a new Treasurer if the current Treasurer intends to retire by May 1, 2009. Trustee Hubert added the auditor's report suggests the Village separate the treasurer's duties from the accounts receivable/payable duties. Trustee Hubert stated the Village needs to inform the current Treasurer her responsibilities as Treasurer will end at the end of this fiscal year. The Village should also ask her for a commitment in writing that she intends to retire. President Diedrich suggested the issue be handled through the Personnel Committee. This will give her a chance to speak as well. Trustee Prellberg suggested the Board look into updating to a more appropriate software program as well.

**Lee Luker, Building and Grounds** – Trustee Luker stated he has nothing to report at this time; however the Board decided there would be no need to mow again this fall.

**Dan Godhardt, Economic Development** – Trustee Godhardt was not present.

**Steve Warner, Water and Sewer** – Trustee Warner reported Mr. Youngers had to repair the RB chain that was previously repaired a few months ago. Trustee Warner would like to get pricing on improving it to a direct-drive system similar to the other chain. President Diedrich concurred.

Trustee Warner further reported the underground tank has been removed, but the removal caused contamination of the ground around it that will need to be cleaned up.

Trustee Warner would also like to table the purchase of emergency back-up pumping equipment for a later date due to the lack of funds. A future appropriation could be as much as \$20,000.

**Todd Prellberg, Streets and Alleys** – Trustee Prellberg reported he held a meeting November 7, 2008. The 2008-2009 Street Program is complete. Costs were under appropriations. Minor projects were added to meet the appropriation. The railroad projects are complete. It was determined the Village is responsible for repaving the road where railroad ties were removed. That added to the costs. The Village should be within 10% of the original estimates. President Diedrich asked if the School District will reimburse the Village for their portion of the total maintenance/improvements at Pioneer Park. Trustee Prellberg replied they are aware of the costs and their obligations.

Trustee Prellberg also presented a Resolution of the President and Board of Trustees...in Support of Administering the H-BRES Safe Routes to School Infrastructure Improvements. Trustee Hubert made a motion to pass the resolution; seconded by Trustee Warner.

**Motion carried 4-0.**

Trustee Prellberg discussed next fiscal year's Roads Program. The Streets and Alleys Committee suggested amending the initial program to drop the worst three streets because they also involve water main issues. Kevin Bomstad, EEI will present new figures to be let to bid next spring so work can begin before summer.

Trustee Prellberg also stated the Leaf Vac approved for purchase earlier this year has not been delivered. President Diedrich stated the Board voted to purchase the equipment for \$28,000 and has yet to receive it; furthermore, the leaf pick-up season is almost over. President Diedrich is against accepting it now as the Village will be unable to use it until next year. Trustee Hubert stated the Village should continue with the acquisition. Trustee Warner asked about the delivery date. President Diedrich is unaware of the date the equipment was purchased or when it was to be delivered. Trustee Prellberg suggested finding out if the Village can pay for the equipment after delivery; it might even extend into the next fiscal year. Trustee Luker suggested looking through the files to find the purchase order. President Diedrich objected. Trustee Hubert went to look for the order; however he was unable to access the files. Trustee Warner asked if the order was even placed. Trustee Luker stated the Board assumes so. President Diedrich stated he will ask Ms. Schleifer to look for the purchase order and he will produce a report for the Board on her findings.

**Parks and Recreation** – There was nothing to report.

#### **TABLED ISSUES**

1. Trustee Appointment  
President Diedrich stated he interviewed Mrs. Kay Jones, 130 Park Ct. He was unable to contact her regarding attending tonight's meeting. He would like to appoint her to the Board. Trustee Hubert suggested Lawrence Aichele, 149 Wahlgren Ave. President Diedrich stated Mr. Aichele has never talked to him. Trustee Hubert replied the Village received written information from him. President Diedrich agreed he did receive a written letter from him; however he would have preferred to speak to him face to face. At this time, President Diedrich stated he would

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like to appoint Mrs. Jones to the Board. Trustee Luker interjected stating when Mrs. Jones spoke to the Board at the November 3, 2008 Village Board meeting, she came on too strong. President Diedrich stated again he is appointing Mrs. Jones to the Board and would like to have the Board's approval. Trustee Hubert objected. Trustee Prellberg stated he would like to see the written information from both candidates before making a decision. President Diedrich stated he would provide the information to the Board and tabled the issue until the December 1, 2008 Village Board meeting.

2. Clerk's Position (Elected or Appointed)

Trustee Luker stated the Board did not pursue a change to the clerk's position earlier because the elected clerk still held the position and the Board did not want to go through the steps of terminating an elected official. He also stated an appointed clerk will cost the Village more in wages. Trustee Luker further stated the Board should consider preventing every new Board or President from appointing a new clerk. There is also a question as to whether or not an appointed clerk would have to live within the Village's corporate limits. President Diedrich did not think so, but he added he will find out.

Trustee Luker stated the Board should make a decision regarding the issue tonight in order to inform the residents who might want to run for the elected position. He stated there are strong advantages and disadvantages to both. Trustee Prellberg agreed. Trustee Luker made a motion to change to an appointed clerk's position.

Trustee Hubert asked for a point of discussion. He stated the Village would need to consider reviewing the hourly pay. Trustee Luker added the Village needs to consider what is required in the number of hours needed to do the work. Trustee Prellberg stated there are a lot of hidden clerk hours in the work that Ms. Schleifer performs as secretary. Trustee Luker asked if an appointed clerk could be a replacement for Ms. Schleifer if or when she retires. Trustee Hubert stated he would not accept the job for \$5,000 per year. Trustee Luker replied the elected clerk's salary would not apply to the appointed clerk. He further stated the Town of Cortland's clerk works full time and earns \$30,000. President Diedrich reminded the Board there is still a motion on the floor. Trustee Prellberg asked if the Board was more comfortable changing the position and then creating the job description or vice versa. Trustee Warner then seconded the motion on the floor.

**Motion carried 4-0.**

Trustee Luker asked President Diedrich to contact Attorney Lewis regarding the Village's responsibility to inform the County. President Diedrich replied he would inform the County tomorrow.

**PRESIDENT'S REPORT:**

1. Mary Randle – Metro West Council of Government  
Previously presented in Comments from Persons Present

**DISCUSSION**

President Diedrich reported on a recent meeting the Village had regarding the Royal Estates Subdivision, Unit 8. Attorney Lewis informed the Village Benchmark Bank wants to take over the completion of the infrastructure improvements. Kevin Bomstad, EEI provided a list of priority items that need to be performed immediately. Attorney Lewis will include the list in a letter to the Bank stating the Village's concerns. There was further discussion regarding closing the streets throughout the subdivision. Trustee Luker stated the Village will temporarily fill in the open corner at Prairie and Oak Streets for the winter. President Diedrich added Benchmark Bank is working with Lake County Grading to finish the infrastructure improvements.

In other discussion, Trustee Luker informed the Board that L & R Trikes has closed its business along with the local Kettley Realtors office.

**CLERK PRO TEM'S REPORT:**

Mrs. Grivetti reminded the Board of the invitation for a holiday luncheon given by the Aurora Area Convention and Visitor's Bureau. She also informed the Board of a training workshop sponsored by the Illinois Municipal League; the topics include: Budgeting for Tough Financial Times, Council Practices and Procedures, Red Flag Rules, and Grants and Loans Available for Municipal Projects and Grant Writing. Mrs. Grivetti asked the Board for permission to attend the training workshop on December 12, 2008 in Oak Brook at a cost of \$20.00. Trustee Prellberg made a motion to approve sending Mrs. Grivetti to the workshop and reimbursing her for mileage and food; seconded by Trustee Hubert.

**Motion carried 4-0.**

Mrs. Grivetti also handed out packets to the President and Trustees that included revised versions of the draft Sign, Fence and Zoning Ordinances. Mrs. Grivetti stated she has digitized all these ordinances and has made necessary changes to them. Attorney Diamond's suggested changes are indicated in red italics and strikeouts. The Board has yet to approve the changes. Kevin Bomstad, EEI has also prepared comments/suggestions for the Zoning and Subdivision Control Ordinances. They will be available soon. Mrs. Grivetti suggested reviewing the information at a Committee of the Whole meeting. A Committee of the Whole meeting was scheduled for Monday, November 24, 2008 at Village Hall at 7:00 p.m.

Mrs. Grivetti presented the money received since November 3, 2008.

**MONEY RECEIVED SINCE NOVEMBER 3, 2008**

Motor Fuel Tax	\$	4,967.46
Sales Tax		16,347.34
Permit #08-77 (Brown/electric upgrade)		200.00
Police Fines		5.00
Parking Fines		5.00
Squad Car Acquisition & Maintenance		100.00
Police Fines		1,800.77
Insurance Payment (water damage to Village Hall)		<u>3,611.90</u>
Total:	\$	27,037.47

**ADJOURNMENT**

Trustee Luker made a motion to adjourn the meeting at 8:55 p.m., seconded by Trustee Hubert.

**Motion carried 4-0.**

**The next Committee of the Whole meeting is scheduled for Monday, November 24, 2008 at 7:00 p.m. at Village Hall.**

**The next regular meeting of the Hinckley Village Board will be Monday, December 1, 2008 at 7:30 p.m. at the Village Hall.**

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Joseph J. Diedrich, President

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Dawn R. Grivetti, Clerk Pro-Tem