

## Village of Hinckley Regular Board Meeting for April 26, 2010

This regular meeting of the Village Board was called to order at 7:30 p.m.

Roll call showed President Godhardt and Trustees: Todd Prellberg, Bob Albright, Steve Warner, Lee Luker, Dave Maroo and Nancy Nelson all present. This established a quorum.

Other persons in attendance included: Dawn R. Grivetti, Village Clerk and Bill Dunn, Village Engineer, Engineering Enterprises, Inc.

The Pledge of Allegiance was recited.

### MINUTES FROM PREVIOUS MEETINGS

The minutes from the April 5, 2010 Village Board meeting were presented for approval. Trustee Prellberg made a motion to approve the minutes as presented; seconded by Trustee Nelson. Trustee Maroo stated it should be noted on page three under Debt Service Fee that the fee is quarterly.

**Motion carried unanimously by voice vote.**

The minutes from the April 5, 2010 Committee of the Whole meeting were presented for approval. Trustee Maroo made a motion to approve the minutes as presented; seconded by Trustee Nelson.

**Motion carried unanimously by voice vote.**

### APPROVAL OF BILLS

The bills were presented for approval of payment. Trustee Nelson made a motion to pay the bills as presented; seconded by Trustee Albright.

**Motion carried unanimously by voice vote.**

Trustee Albright suggested the Board schedule bills to be paid only once a month to save time in the Clerk's office.

### TOTAL OF ALL BILLS

General Fund	\$	2,142.71
Police Fund		557.68
Parks and Recreation Fund		426.00
Garbage Fund		0.00
Road and Bridge Fund		0.00
Water and Sewer Fund		7,971.14
Water Improvement Project Fund		4,370.50
Motor Fuel Fund		<u>5,335.31</u>
Total:	\$	20,803.34

## **TREASURER'S REPORT**

The Monthly Report ending March 31, 2010 was presented for approval. There was no Treasurer's report.

## **COMMENTS FROM PERSONS PRESENT**

There were no comments from persons present.

## **COMMITTEE REPORTS**

**Personnel, Nancy Nelson** – Trustee Nelson reported her committee met on April 7 and 21, 2010. The Personnel Committee recommends Ceneca Wagner's pay rate be increased by \$1.00/hour; and Toni Espy's pay rate be increased by \$0.50/hour effective on the next payroll. She also noted Ms. Grivetti's vacation dates were misprinted in the minutes of April 21. Her vacation dates are June 16-18, 2010. The Committee further recommends Toni Espy not be extended IMRF benefits.

Trustee Nelson made a motion to increase Ceneca Wagner's pay rate by \$1.00/hr (from \$15.00/hr to \$16.00/hr) effective on next payroll; seconded by Trustee Luker.

**Motion carried unanimously by voice vote.**

Trustee Nelson made a motion to increase Toni Espy's pay rate by \$0.50/hr (from \$12.50/hr to \$13.00/hr) effective on the next payroll; seconded by Trustee Luker.

**Motion carried unanimously by voice vote.**

President Godhardt suggested the Personnel Committee discuss further the issue of IMRF and part-time office staff.

**Finance, Dave Maroo** – Trustee Maroo presented documents showing the amount of money the General Fund, Road and Bridge Fund and the Water and Sewer Fund paid for the Rt. 30 Highway reconstruction project from 2007. They also showed the possible charge-backs from the General Fund to the Water and Sewer Fund; and borrowed funds from the Water and Sewer Fund to the General Fund. Trustee Maroo stated the Finance Committee recommends the General Fund charge back the Water and Sewer Fund \$163,250; of which \$65,643 will go back to the Garbage Fund from the General Fund as per the 2009-2010 Appropriations Ordinance.

Another possible charge back involved Village contributions for: IMRF, Social Security/Medicare and IL unemployment. It was not recommended by the Finance Committee to separate these contributions per fund similar to employee wages. Trustee Maroo suggested changing the tax levy for next year to accommodate this scenario.

Trustee Maroo made a motion to have the Water and Sewer Fund pay back the General Fund \$163,250; seconded by Trustee Luker.

**Motion carried unanimously by voice vote.**

Trustee Maroo made a motion to have the General Fund pay back \$67,000 it borrowed from the Water and Sewer Fund and to have the General Fund pay back \$65,643 to the Garbage Fund it borrowed in the previous fiscal year; seconded by Trustee Nelson.

**Motion carried unanimously by voice vote.**

Trustee Maroo made a motion that the Road and Bridge Fund will not have to re-pay the Water and Sewer Fund \$20,000 it borrowed in 2009. It will be considered a permanent transfer; seconded by Trustee Nelson.

**Motion carried unanimously by voice vote.**

Trustee Maroo made a motion to distribute employee wages appropriately by fund based on the work done; seconded by Trustee Prellberg.

**Motion carried unanimously by voice vote.**

Trustee Luker suggested the Finance Committee look into changing banking institutions and consolidate the current number of bank accounts.

**Economic Development, Dave Maroo** – Trustee Maroo had nothing to report.

**Streets and Alleys, Lee Luker** – Trustee Luker suggested the Village continue brush pick-up the way it is currently done. Trustee Prellberg stated the majority of the work done has been as a result of a winter ice storm. Trustee Maroo added when there is another storm, the Public Works Department should be more diligent about picking up all the brush in a timelier manner. Trustee Luker also suggested a six-day work week for the Public Works Department. President Godhardt suggested the Personnel Committee discuss it further.

Trustee Luker stated he does not feel the Village should spend the money to have the streets swept. He added the Rt. 30 storm drains are large enough to handle debris.

Trustee Luker reported the cost for 19 new flags would be \$300; and more to have them installed. Trustee Luker suggested installing our best flags from last year our selves. He does not recommend buying new flags. Trustee Maroo agreed.

**Water and Sewer, Steve Warner** – Trustee Warner stated the aerator has been purchased. Village Engineer Bill Dunn reported on the progress of Well #5 construction.

**Building and Grounds, Bob Albright** – Trustee Albright reported on the options of purchasing or leasing a new copy machine. Trustee Albright made a motion to purchase a Canon 3235 from Gordon Flesch on a 60 month lease with the maintenance agreement; seconded by Trustee Nelson.

**Motion carried unanimously by voice vote.**

Trustee Albright discussed upgrading email software on the desktop computers in the Clerk's office to match the software on the laptop. Trustee Prellberg suggested looking into different software for that purpose.

**Parks and Equipment, Todd Prellberg** – Trustee Prellberg had nothing to report.

## TABLED ISSUES

There were no tabled issues.

## PRESIDENT'S REPORT

### 1. Water Bill Dispute

President Godhardt reported the granddaughter of a deceased former resident asked for a credit for the debt service fee on her grandmother's account. Consensus of the Village Board is to deny the request.

### 2. Village Openings: Trustee, Village Clerk, Village Treasurer

President Godhardt reported he received a letter of resignation from Trustee Prellberg. He thanked Mr. Prellberg for his many years of service to the community. President Godhardt also stated the Clerk and Treasurer's positions have both expired. He is recommending the appointment of Wendy Leasure as the Village Clerk. The position requires working the first four Monday evenings a month from 6:00 – 10:00 pm. Her duties shall be recording and producing agendas and minutes to Village Board meetings and Planning Commission meetings. On evenings when there are no meetings scheduled, the Clerk shall hold open office hours from 6:00 – 8:00 pm. Trustee Luker made a motion to accept the appointment; seconded by Trustee Albright.

**Motion carried by roll call vote 6-0.**

President Godhardt stated the Finance Committee questioned whether or not the Village needs to fill the Treasurer's position. Trustee Nelson will consult with a municipal attorney.

President Godhardt recommended changing Village attorneys from Attorney Jeffrey Lewis of Klein, Stoddard, Buck, Waller and Lewis to Attorney Steve Andersson of Mickey, Wilson, Weiler, Renzi & Andersson, P.C.

President Godhardt also stated he is looking into alternatives to ICCI as the Village's Building Officials.

### 3. 2010 Census Partnership Proclamation

Trustee Luker made a motion to approve the proclamation; seconded by Trustee Maroo.

**Motion carried unanimously by voice vote.**

### 4. Lady Royals' Recognition

President Godhardt discussed options to recognize the H-BR Lady Royals basketball team for their second consecutive state title. He suggested honorary street signs along Rees St. from Rt. 30 north to Christensen St. Signs and brackets would cost over \$500. Trustee Luker suggested only placing the honorary signs at the corner of Rees St. and Rt. 30. Trustee Albright agreed, but added giving an honorary sign to each team member as well. President Godhardt stated last year's large IDOT street signs placed at either end of the Village have been given to the Hinckley Historical Society and Hinckley-Big Rock High School. Trustee Luker also suggested presenting a framed proclamation similar to last year's as well as the honorary sign. President Godhardt will look into prices.

## CLERK'S REPORT

Clerk Grivetti reported on correspondence received from the North Central Illinois Council of Governments and the DeKalb County Economic Development Commission.

Clerk Grivetti reported on the money received.

**MONEY RECEIVED SINCE APRIL 5, 2010**

Income Tax Income	\$	8,375.09
Miscellaneous Income		12,383.83
Motor Fuel Tax		4,089.63
Park Rental Fee		100.00
Permit Fee		850.00
Police Fines		1,500.40
Replacement Tax		1,087.31
Sales Tax		9,415.39
State Use Tax		1,661.51
Water & Sewerage Receipts		24,281.62
Utility Tax (General Fund)		2,406.55
Utility Tax (Road & Bridge Fund)		<u>1,604.37</u>
Total:	\$	67,755.70

Clerk Grivetti also reported a payroll transfer for the month of April and for Appointed/Elected Officials' salaries must be made before the end of the fiscal year; however, totals for those transfers are not yet ready. Clerk Grivetti will prepare the transfers and report them to the Trustee Maroo for approval prior to transferring. The report will then be presented to the Village Board at the next Board meeting. She estimated the payroll transfer to be around \$35,000 and the Appointed/Elected Officials' salaries to be around \$25,000.

**DISCUSSION**

There was no discussion.

**ADJOURNMENT**

Trustee Prellberg made a motion to adjourn the meeting at 9:00 p.m.; seconded by Trustee Albright. **Adjournment was approved unanimously.**

The next regular meeting of the Hinckley Village Board will be Monday, May 03, 2010 at 7:30 p.m. at Village Hall.

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Dan P. Godhardt, Village President

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Dawn R. Grivetti, Village Clerk