

Village of Hinckley Regular Board Meeting for July 20, 2009

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

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

Other persons in attendance included: Dawn R. Grivetti, Village Clerk and Rob Mason, Village Treasurer.

The Pledge of Allegiance was recited.

MINUTES FROM PREVIOUS MEETING

The minutes for the July 6, 2009 Village Board meeting were presented for approval. Trustee Maroo stated the second for the motion to go into executive session was omitted. Clerk Grivetti will correct the minutes to state Trustee Albright seconded the motion and that the motion was approved unanimously. Trustee Maroo made a motion to approve the minutes as amended; seconded by Trustee Warner.

Motion carried 5-0.

APPROVAL OF BILLS

[Trustee Prellberg arrived at 7:35 p.m.]

The bills were presented for approval of payment. Trustee Maroo asked why the Village is paying the auditors without having received a final report. He suggested withholding check #4814 until the final report is received. Trustee Maroo also questioned why the Village is paying Curran Construction. Trustee Luker stated it is the final payment. Trustee Albright made a motion to approve paying the bills with the exception of check #4814; seconded by Trustee Nelson.

Motion carried 6-0.

TOTAL OF ALL BILLS

General Fund	\$	16,604.03
Police Fund		3,561.21
Parks and Recreation Fund		961.43
Water and Sewer Fund		9,185.82
Road and Bridge Fund		8,245.65
Garbage Fund		11,512.09
Payroll Fund		<u>11,684.01</u>
Total:	\$	61,754.24

TOTAL OF ALL DEVELOPER ESCROW BILLS

Land Partners, LLC	\$	9,771.75
General (Joint) Escrow Account		51,973.93
Royal Estates Subdivision, Unit 8		2,043.75

Weslan Corporate Center		<u>493.00</u>
Total:	\$	64,282.43

TREASURER’S REPORT

The Monthly Treasurer’s Report ending June 30, 2009 was presented by Treasurer Mason. He reported the Village had a total of \$364,723.61 cash on hand. Treasurer Mason reported he is still trying to get access to bank statements on-line. Trustee Maroo made a motion to approve the Treasurer’s report as presented; seconded by Trustee Luker.

Motion carried 6-0.

COMMENTS FROM PERSONS PRESENT

Mike Adams, 262 N. Sycamore St., asked what the Village is doing about Royal Estates Subdivision, Unit 8. He voiced his concern for what he feels would be in the best interest of the Village. He suggested the Village call the letter of credit on the property. President Godhardt replied the Village attorney is working with Benchmark Bank to make the necessary safety improvements to the site. Trustee Maroo stated calling the letter of credit will not give the Village possession of the property.

COMMITTEE REPORTS

Dave Maroo, Finance – Trustee Maroo stated the Village held a public hearing for the Appropriation Ordinance for FY 2009-2010 at 7:00 p.m. on July 20, 2009. There were no suggested changes to the draft presented. He stated the Board does have to make a concerted effort to reduce operating expenses. Trustee Maroo made a motion to pass the ordinance making appropriations for all corporate purposes for the Village of Hinckley, Illinois, for the fiscal year commencing on the first day of May A.D. 2009 and ending on the 30th day of April A.D. 2010; seconded by Trustee Nelson.

Motion carried 6-0.

Trustee Maroo added he will have a Finance Committee meeting soon pending the availability of the auditors. He further stated, after reviewing the list of committee responsibilities, insurance review is not listed. President Godhardt replied the list of responsibilities is a work-in-progress. Any insurance related issues need to be brought to the attention of the Village Clerk prior to August 1, 2009.

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

Lee Luker, Building and Grounds – Trustee Luker reported no committee members attended the recent meeting. He stated he has authorized \$200 in repairs for the Streemside Park embankment.

Lee Luker, Streets and Alleys – Trustee Luker reported S. View St. sidewalk repair will be done. He reminded the Board the Village seems to be treating twice as much water as it pumps. He would like the list of committee responsibilities included on the next Village Board meeting agenda. He also stated he received a bill for the removal of sidewalk on Rees St. Trustee Luker stated he will hold the bill pending further discussion. There was also discussion regarding recent street repairs.

Steve Warner, Water and Sewer – Trustee Warner stated there will be a committee meeting Tuesday, July 21, 2009 at 6:30 p.m. at Village Hall.

President Godhardt informed the Board the Village recently sent out the first full-page utility bill. Trustee Prellberg asked if the format can still be changed. President Godhardt replied, yes. He stated the software company has been waiting for a response from the Village to upgrade the software to import meter readings from the hand-held reader.

Trustee Warner further reported he received a drawing from the resident at 520 Louise Dr. regarding a storm hook-up. A question was raised as to whether or not the resident needs a permit. Trustee Luker asked what the Village charges for work in the right-of-way. President Godhardt stated he will contact ICCI regarding the need for a permit. Trustee Prellberg added if ICCI issues a permit, they will become the authority on the project. Trustee Maroo stated ICCI should be made aware the Village Board has approved the work to be done.

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

Todd Prellberg, Personnel – Trustee Prellberg reported he will be meeting with legal counsel this week.

Trustee Luker reported a Village employee who has been out sick claimed vacation time and wants to return to work. A doctor's release may not be presented until after work has been performed. President Godhardt replied the employee will not be able to return to work or get paid for hours worked until a doctor's release is presented. There was some discussion regarding sick vs. vacation time. President Godhardt will speak to the employee.

TABLED ISSUES

1. Royal Estates Subdivision, Unit 8

Trustee Luker asked if Benchmark Bank intends to close the roads into the subdivision; and landscape an area on Christensen St. Trustee Warner replied he would discuss the issues with the EEI representative coming to the Water and Sewer meeting tomorrow.

Trustee Luker reported the bank fenced in the large dirt pile at the northeast section of the subdivision; and that other work has been done sufficiently. Trustee Warner added storm sewer grates have been replaced as well. President Godhardt stated he would talk to the bank again about closing the roads.

2. Resolution Authorizing Village President to Sign Application for IL Funds Electronic Payment (E-Pay) Program

President Godhardt explained the program. If the convenience fee is passed on to residents, payment by VISA will not be an option. Trustee Prellberg stated the Village should not absorb the convenience fee. Trustee Warner suggested adding an additional administrative service fee. Trustee Luker stated the Village can include administrative fees in the next water rate increase. President Godhardt stated the program should save the Village time, not add cost. Trustee Prellberg made a motion to authorize signing of the application for the IL Funds Electronic Payment (E-Pay) Program provided any convenience fee is passed on to the user; seconded by Trustee Albright.

President Godhardt reiterated the program will reduce normal labor costs. Trustee Prellberg replied the program was originally discussed to provide additional options for users to pay their bills and reduce delinquencies. Trustee Luker added the Village should also accept credit cards in the Clerk's office.

Motion carried 6-0.

PRESIDENT'S REPORT

President Godhardt discussed the practice of expending funds without a Board vote. Committee Chairmen can make motions for expenditures; however a vote needs to be taken. Trustee Luker stated the Village's policy is supervisors and Board members can approve expenditures up to \$250 without prior Board approval. Trustee Maroo asked if the Board approved all the bills presented tonight for approval prior to presentation. Trustee Prellberg added professional service fees frequently go over \$250 per project; and some day-to-day operations require expenditures greater than \$250. President Godhardt stated a checks-and-balances system has to be in place for motions and vetoes. Trustee Luker added emergency situations require the President's approval. Trustee Warner suggested increasing the emergency expenditure amount for supervisors and Board members. Trustee Luker stated he sees no reason why a committee chairman should not be notified for expenses in excess of \$250. President Godhardt stated projects expecting to cost more than \$250 will need Board approval. Trustee Luker added expenditures will need to be on the agenda prior to approval. Treasurer Mason suggested creating a policy of differing limits per situation – high limits for maintenance, lower limits for office projects.

Trustee Prellberg made a motion for the Personnel Committee to spend up to \$1,500 for legal counsel; seconded by Trustee Maroo.

Motion carried 6-0.

CLERK'S REPORT

Mrs. Grivetti reported on the money received since July 6, 2009 and the transfer for approval.

MONEY RECEIVED SINCE JULY 6, 2009

Income Tax	\$	12,967.54
Personal Property Tax (General)		997.18
Motor Fuel Tax		2,893.20
Sales Tax		11,203.29
Pioneer Park Shelter Rental (McCrea 7/18)		50.00
Police Report		25.00
Squad Car Acquisition & Maintenance		80.00
Police Fines		1,266.55
Parks and Recreation		964.10
Permit #09-50 (Veliz/electric & dry wall)		200.00
Permit #09-51 (Balgoman/repair stairs)		100.00

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Permit #09-52 (Jones/windows)	100.00
Bank Check Return Charge repaid	<u>4.50</u>
Total:	\$ 30,851.36

TRANSFER FOR APPROVAL

To Garbage Fund from:	
General Fund (waste stickers)	<u>671.05</u>
Total:	\$ 671.05

Trustee Luker made a motion to approve the transfer; seconded by Trustee Prellberg.
Motion carried 6-0.

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, August 3, 2009 at 7:30 p.m. at Village Hall.

Dan P. Godhardt, Village President

Dawn R. Grivetti, Village Clerk