

Village of Hinckley Board Meeting for July 21, 2008

President Joe Diedrich 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. Trustee Rob Fischer was not present. This established a quorum.

Other persons in attendance included: Kevin Bomstad, Engineering Enterprises Inc.

The Pledge of Allegiance was recited.

The minutes for the July 7, 2008 Village Board meeting were presented for approval. Trustee Godhardt made a motion to approve the minutes as presented; seconded by Trustee Hubert.

Motion carried 5-0.

TOTAL OF ALL BILLS

General Fund	\$	10,210.60
Police Fund		4,530.33
Parks and Recreation Fund		196.40
Highway Fund		32,535.52
Garbage Fund		10,413.06
Water and Sewer Fund		23,846.92
Road and Bridge Fund		4,861.10
Payroll		<u>12,196.22</u>
Total:	\$	98,790.15

TOTAL OF ALL DEVELOPER ESCROW BILLS

Robert Arthur Land Company	\$	14,871.00
Land Partners, LLC		9,771.75
General (Joint) Escrow Account		53,569.61
Royal Estates Subdivision, Unit 8		13,596.29
Weslan Corporate Center		<u>1,987.35</u>
Total:	\$	93,796.00

Trustee Hubert made a motion to approve paying the bills as presented; seconded by Trustee Godhardt.
Motion carried 5-0.

TREASURER'S REPORT:

The Monthly Treasurer's Report of June 2008 was presented by Trustee Hubert. Trustee Hubert stated the Village has a total of \$573,084.38 on hand. Trustee Hubert made a motion to approve the report as presented; seconded by Trustee Godhardt.

Motion carried 5-0.

DEPARTMENT SUPERVISOR'S REPORT:

At this point, President Diedrich read aloud a letter of resignation submitted by Trustee Fischer. His resignation is effective July 21, 2008. Trustee Luker made a motion to accept Trustee Fischer's resignation; seconded by Trustee Godhardt.

Motion carried 5-0.

President Diedrich handed out three options for the "Welcome to Hinckley" sign. The Trustees gave their opinions of design and color to President Diedrich. The incorporated date is incorrect on the handout but will be changed. It was suggested to put the item on the next Village Board meeting agenda.

President Diedrich presented two proposals from Public Works Supervisor Joe Moore for the repair of the storm sewer around Rt. 30.

President Diedrich also stated Dale Youngers, Waste Water Treatment Plant began to empty the sludge tank today. It will take one more day to complete the process.

COMMENTS FROM PERSONS PRESENT:

Ms. Shannon White, 218 N. Sycamore St. had a question regarding her water bill. She stated she did not receive her bill when she first moved to town. The second quarterly bill showed a late charge of \$19.30 for the first quarter. Trustee Warner made a copy of the bills and will consult with the Village Treasurer.

Mr. Ken Smith, 149 N. Sycamore St. also had a question regarding his water bill. He had a late fee from his previous quarterly bill applied to his current bill. He is requesting the late fee be waived due to late delivery of the Post Office. Trustee Warner made a copy of the bills and will consult with the Village Treasurer.

Mr. Smith also had a concern regarding patrons of J & K's Half Moon smoking in the alley north of the establishment after closing and being excessively loud as well. President Diedrich will consult with the Chief of Police concerning the matter.

COMMITTEE REPORTS:

Todd Prellberg, Streets and Alleys – Trustee Prellberg distributed the Streets and Alleys Recommended 2008 Program of improvements. The total expenses would be \$185,489.00 with \$25,837.50 coming from the Hinckley Big-Rock Community Unit School District for their portion of maintenance to the Pioneer Park roadway however, he stated the Village may have to wait to get the money from the school district as a reimbursement after the project is completed. Trustee Prellberg would like to move to bid the projects. Trustee Luker asked the Board how much the Village would like to spend on the alley west of Sycamore St. He asked if the Board might want to put it off until next fiscal year. President Diedrich suggested the railroad company might be more receptive next year. Trustee Luker asked Kevin Bomstad, EEI, if there would be any problem cleaning up the entrances/exits to the alley between May St. and Sycamore St. and holding off on the alley until next fiscal year. Mr. Bomstad stated that would not be a problem.

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Trustee Prellberg made a motion to bid the May Street, Sycamore Street, Pioneer Park Roadway Improvements, and Miscellaneous Patching projects for this fiscal year; seconded by Trustee Luker.

Motion carried 5-0.

Mr. Bomstad stated the bids could probably be reviewed at the August 18, 2008 Village Board meeting.

Trustee Prellberg also reported on the developer/consultant negotiations for the outstanding invoices. He stated that Land Partners LLC will pay their portion by the end of July 2008. Robert Arthur Land Company has submitted a check for the payment of expenses related only to their individual escrow account.

Trustee Luker asked the Board if the Village would consider paying 80% of the outstanding invoices to LGS and Ancel, Glink, et al. up front before receiving payment from the developers. Trustee Prellberg suggested the Village pay Engineering Enterprises, Inc.'s invoice #43269 in the amount of \$1,245.00 as it relates to the Village's Zoning Map.

Trustee Luker stated October 3, 2008 is the deadline for Redbud Properties, LLC, developer of Royal Estates Subdivision, to complete all infrastructure improvements. President Diedrich stated he will send a letter to Mr. Lunn regarding this matter.

Steve Warner, Sewer and Water—Trustee Warner has scheduled a committee meeting for Wednesday, July 23, 2008 at 4:30 p.m. at Village Hall. Trustee Warner stated he reviewed the tapes of the televised sanitary system along Rt. 30 and concurred that most damage is the result of construction work on Rt. 30. He also stated there is a need to televise the drain around 270-280 N. Maple St.

Dan Godhardt, Economic Development—There will be a Public Hearing for the Weslan Corporate Center's request for zoning and a conditional special use permit for a Planned Unit Development scheduled for Wednesday, July 30, 2008. A regular meeting of the Planning Commission will follow. At the July 16, 2008 Planning Commission meeting, the Commission reviewed Attorney Stewart Diamond's comments throughout the June 2, 2008 versions of the draft Zoning and Subdivision Control Ordinances. The Planning Commission should have a recommendation to the Board following the July 30, 2008 meeting.

President Diedrich stated there is grant money available for necessary road improvements leading to industrial sites. This could help to improve Jericho Rd. as it will eventually be used to access the Weslan Corporate Center. President Diedrich has contacted the Village's grant writer and instructed her to research the topic.

Trustee Godhardt also stated the Village has received a Development Application for the re-subdivision of 441 Rees. St. by a potential buyer. The request will be heard by the Planning Commission when an escrow account is established. Trustee Luker requested a public hearing for the request. Dawn Grivetti, Community Development Administrative Assistant stated a public hearing is not required for a request of deviation of the subdivision code. If the Village considers this to be a request for a variance of the Zoning Code, then the Zoning Board of Appeals will hear and decide on the variance request however, the Planning Commission followed by the Village Board will still have to hear and decide on the request for deviation of the subdivision code. If all three boards hear the various requests, there is a potential to be approved for one and denied the other.

Lee Luker, Building and Grounds – Trustee Luker presented the contract with On-Site Computer Guy, Inc. for two new workstations, one new laser printer and labor totaling \$3,593.00. A check for equipment totaling \$2,093.00 is due prior to ordering the equipment. Trustee Luker asked the Board if the Village would like On-Site to dispose of the old workstations. Trustee Prellberg stated the Village should keep and destroy the hard-drives and have On-Site dispose of the rest. Trustee Luker made a motion to upgrade the two new workstations, one new laser printer and labor not to exceed \$4,000.00.

Trustee Prellberg stated the contract does not mention antivirus software. The Village currently has a user license for antivirus software. Trustee Prellberg would like the bid to include antivirus software.

Trustee Luker amended his motion as follows: move to upgrade two new workstations, one new laser printer, labor and installation of antivirus software not to exceed \$4,000.00; seconded by Trustee Hubert.

Motion carried 5-0.

George Hubert, Jr., Finance Committee and Personnel Committee – Trustee Hubert will consult with the Village Treasurer to obtain another insurance quote.

Parks and Equipment – A Park Advisory Board meeting is scheduled for Wednesday, August 6, 2008 at 6:30 p.m. at Village Hall. There was nothing further to report.

TABLED ISSUES

There were no items listed.

PRESIDENT'S REPORT:

1. NAEIR Contract

Trustee Warner stated there is no track record of past purchases established. He suggests contracting for one year and keeping track of items received to establish a record. President Diedrich informed the Board it will not be easy to divide the shipping and handling fees between departments and personal orders. Trustee Luker would like the program discontinued. Trustee Prellberg stated the Parks Program is not the only program benefitting from the membership. Trustee Luker made a motion to discontinue membership in the program; seconded by Trustee Hubert.

The motion failed with a vote of 3-2. Those voting in favor include: Trustee Hubert and Trustee Luker; those voting against include: Trustee Godhardt, Trustee Warner and Trustee Prellberg.

Trustee Prellberg then made a motion to continue the contract for one year prohibiting personal orders; seconded by Trustee Godhardt.

Trustee Luker asked if committee chairman should approve orders. Trustee Prellberg amended his motion to state: a motion to continue the contract for one year prohibiting personal orders and orders must be approved by committee chairmen; seconded by Trustee Godhardt.

The motion carried 5-0.

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2. Computer Contract
Discussed previously in Committee Reports
3. Mural
The Hinckley Business Association will meet August 19, 2008 and discuss a location for the mural. Trustee Prellberg asked if any member of the Board has asked 5/3 Bank about using their building. Trustee Luker suggested Subway. President Diedrich suggested the underground storage building on the southeast corner of May St. and Rt. 30. Trustee Prellberg suggested putting the mural on the east wall of the building west of 132-134 E. Lincoln Ave. (former Wright Place) property. He stated the Village could also put up a gazebo there and create a public garden. Trustee Luker stated the IL Lincoln Highway Coalition would prefer the mural be located on an east or north facing wall to prevent deterioration from the sun.
4. Streets and Pioneer Park Driveway Work
Discussed previously in Committee Reports
5. DeKalb Area Convention & Visitors Bureau
The Village Board needs to decide on a picture or group of pictures. It was suggested that Trustee Warner use his digital camera to take photos of the downtown district and select residential districts.

DISCUSSION:

1. Open Meetings Act
President Diedrich reminded the Board that emails discussing Village matters between more than two trustees constitute an open meeting. Records of such meetings need to be filed in Village Hall. Trustee Prellberg stated he has copied Mrs. Grivetti all emails sent to and received from developers and consultants detailing negotiations of outstanding invoices. Mrs. Grivetti stated she has filed all such messages appropriately.
2. Village Website
President Diedrich asked if the Village's website is up to date. Mrs. Grivetti indicated it is. She sends weekly updates to On-Site Computer Guy, Inc. who maintains the site. Trustee Luker concurred that On-Site has been billing the Village for the updates.
3. Streets and Alleys Committee Bills
Trustee Prellberg stated the Village has received two bills from Smitty's Concrete for work performed at the request of residents. A sidewalk was replaced for \$400.00. Work on a drainage issue was performed at 661 Coster Ct. A permit was issued, but the Village Board never pre-approved the work. Trustee Luker stated anyone who wishes to make any improvements in the public right-of-way must come before the Village Board for approval prior to work being performed. President Diedrich stated he understood residents could make a request of the Streets and Alleys committee. Trustee Luker stated a permit should be issued by the Village directly, not ICCI. He suggested the Village explain to Smitty's Concrete that Village work cannot be performed without prior approval from the Village Board. Trustee Hubert suggested returning the bills to the residents for lack of prior approval. Trustee Warner stated if a resident can produce proof of prior approval, the Village could reimburse them.

CLERK PRO TEM'S REPORT:

Mrs. Grivetti presented the Money Received since July 7, 2008 and Transfers for Approval.

MONEY RECEIVED SINCE JULY 7, 2008

Replacement Tax (General)	\$	1,102.03
Motor Fuel Tax		3,945.42
MediaCom (Franchise)		1,266.79
Sales Tax		13,876.61
Utility Tax (State)		4,250.91
Weslan Corp. Center (PUD & copies)		455.00
Park Rental (Gayle – 7/6)		50.00
Park Rental (Richert – 7/13)		50.00
Park and Recreation Fees		451.50
Permit #08-42 (Pearson/roof & siding)		200.00
Permit #08-43 (Werner/roof)		200.00
Ordinance Violation (fire)		25.00
Police Report		5.00
Police Fines		2,364.49
Squad Car Acquisition and Maintenance		<u>100.00</u>
Total:	\$	28,342.75

TRANSFERS FOR APPROVAL

To Payroll Fund from:		
General Fund	\$	8,935.88
Police Fund		<u>17,508.18</u>
Total:	\$	26,444.06

Trustee Godhardt moved to approve the Transfers; seconded by Trustee Hubert.

Motion carried 5-0.

ADJOURNMENT

Trustee Godhardt made a motion to adjourn the meeting at 9:10 p.m., seconded by Trustee Hubert.

Motion carried 5-0.

The next regular meeting of the Hinckley Village Board will be August 4, 2008 at 7:30 p.m. at the Village Hall.

Joseph J. Diedrich, President

Dawn R. Grivetti, Clerk Pro-Tem