

## Village of Hinckley Board Meeting for September 2, 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. This established a quorum.

Other persons in attendance included: Jeffrey Lewis, Village Attorney; Dave Walker, Chief of Police; Joe Moore, Public Works Supervisor, Dale Youngers, Waste Water Treatment Plant Supervisor and Rob Judd, Chairman, Hinckley Planning Commission.

The Pledge of Allegiance was recited.

The minutes for the August 18, 2008 Village Board meeting were presented for approval. Trustee Prellberg made a motion to approve the minutes as presented; seconded by Trustee Godhardt.

**Motion carried 5-0.**

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

**Motion carried 5-0.**

### TOTAL OF ALL BILLS

General Fund	\$	6,754.25
Police Fund		2,334.78
Water and Sewer Fund		27,495.11
Road and Bridge Fund		16,031.33
Payroll Fund		<u>11,348.78</u>
Total:	\$	63,964.25

### TOTAL OF ALL DEVELOPER ESCROW BILLS

Land Partners, LLC		9,771.75
General (Joint) Escrow Account		54,275.83
Royal Estates Subdivision, Unit 8		12,844.54
Weslan Corporate Center		<u>123.18</u>
Total:	\$	77,015.30

### ATTORNEY'S REPORT:

Attorney Lewis handed out a draft annexation agreement for Weslan Corporate Center. Trustee Luker stated it is too general. Attorney Lewis agreed.

Attorney Lewis stated he will be out of the office the following week.

President Diedrich asked Mr. Lewis about advertising the lot at 132-134 E. Lincoln Ave. (the former Wright Place) for sale. He stated he would work with Dawn Grivetti, Clerk Pro-tem to get an ad posted.

Mr. Lewis stated the Village could advertise the lot for sale now or wait a while. President Diedrich instructed Public Works Supervisor, Joe Moore to put up a for sale sign at the site. Trustee Godhardt inquired about the appraised value of the property. Attorney Lewis stated no appraisal has been done, so any amount would be speculative. Trustee Prellberg stated the Village needs to address the safety issues of the lot before attempting to sell it.

President Diedrich then asked Attorney Lewis about the status of the McKinley St. alley. Attorney Lewis replied the county intends to deed the parcel over to the Village, however, State's Attorney Ron Matekaitis has asked to speak to him about the matter first.

**DEPARTMENT SUPERVISOR'S REPORTS:**

Police Chief Walker reported the Hinckley-Big Rock PTO has budgeted \$1,000.00 for the School Resource Officer. He thanked the PTO for their contribution.

Waste Water Treatment Plant Supervisor, Dale Youngers provided quotes for replacement of valves in the basement of the Waste Water Treatment Plant that allow for control of water and sludge. Some current valves are at a point where they cannot be turned. Mr. Youngers stated he would like to start replacing some of the valves this winter. It can take at least two weeks to get the valves in. He would like to have at least two new valves on hand when he begins the project.

Mr. Youngers also stated he would like the Board to consider bidding to have the water tower inspected. Mr. Youngers indicated it has been four years since the previous inspection. Trustee Prellberg corrected him by stating it has been three years.

Mr. Youngers went on to remind the Board about the problems with the new above ground fuel tank. It now has a valve and is generally shut off. It cannot be used on a continual basis. Mr. Youngers stated the best idea is to install an electric solenoid valve. When the day tank gets low, the pump in the tank will draw fuel from the above ground tank.

Now that the above ground tank has been installed, Mr. Youngers stated the Village needs to address the underground tank. EPA and State Fire Marshall have indicated the Village is not regulated. The tank can be cleaned out and the hole can be filled in. The Village Board approved the process.

Public Works Supervisor, Joe Moore stated he has fixed nine b-boxes since Friday, August 29, 2008. At 330 N. Main, the box is deep and could not be keyed. Mr. Moore had to dig out the box. The resident would like the Village to take down the dying tree that is close to the b-box. If the Village removes the tree, the resident will replace it. The Village Board agreed to wait until the tree dies, if it dies.

Mr. Moore stated Mueller inspected fire hydrants and agreed they need to be repainted.

Mr. Moore also talked about training for trenching and shoring in confined spaces. Mr. Al Thorson can provide the training for \$300.00. President Diedrich stated the IL Water Association also provides training sessions for free. He will look into it.

**COMMENTS FROM PERSONS PRESENT:**

There were no comments from persons present.

**COMMITTEE REPORTS:**

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

**George Hubert, Jr., Finance & Personnel Committees** – Trustee Hubert has scheduled a Personnel Meeting for Monday, September 29, 2008 at 4:00 p.m. at Village Hall. He would like Police Chief Walker to attend. The Personnel Committee needs to finalize a job description before advertising an opening for a training assistant to the Village's Secretary/Treasurer.

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

**Dan Godhardt, Economic Development** – Trustee Godhardt reported the Planning Commission held a public hearing for the zoning request for Weslan Corporate Center. The hearing was continued again until September 10, 2008 at 7:00 p.m. at Village Hall. The Commission is waiting for the Natural Resource Information report from the DeKalb County Soil and Water Conservation District. The Planning Commission could have a recommendation available to the Board by September 15, 2008.

Trustee Godhardt also stated the Village received an application to fill the seat on the Planning Commission vacated by Steve Warner. The application was previously distributed to the Board members. The Planning Commission approves the applicant and is requesting the Village Board appoint her to the Commission. Trustee Godhardt made a motion to appoint Elizabeth Losinieki to the Planning Commission; seconded by Trustee Prellberg.

**Motion carried 5-0.**

Trustee Godhardt went on to report about the most recent meeting of the DeKalb County Regional Planning Commission. Most other communities are experiencing the same development issues as Hinckley. The Regional Planning Commission has asked for updates to municipal comprehensive plans as they will be updating the DeKalb County Unified Comprehensive Plan. Their next meeting is set for October 23, 2008. Trustee Luker asked what happened with a previous potential developer's request to have land added to the Village's Comprehensive Land Use Plan. Trustee Godhardt stated the Village is waiting for his client's response to the Planning Commission's suggestion they pay for the update.

**Steve Warner, Water and Sewer** – Trustee Warner reported there will be several large auctions coming up of sewer supplies because of sewer contractors going out of business.

**Todd Prellberg, Streets and Alleys** – Trustee Prellberg had nothing to report for streets and alleys, however, he did attend the Park Advisory Board's meeting earlier this evening and reported they will start advertising the upcoming House Walk. All proceeds of the walk will benefit park improvements. Trustee Luker asked if the House Walk is a public service or a fundraiser. He asked if the Village wants the Park Advisory Board to run their events as fundraisers or public service events. Trustee Prellberg stated he is okay with them as fundraisers. Trustee Hubert stated that is the way it has been done in the past.

President Diedrich asked Trustee Prellberg what the completion date is for the Street Program. Trustee Prellberg stated he does not know. President Diedrich stated he does not want blacktop work done during the winter.

#### **TABLED ISSUES**

There were no tabled issues.

#### **PRESIDENT'S REPORT:**

1. Draft Fence, Sign, Landscape, Subdivision Control and Zoning Ordinances  
President Diedrich stated Mrs. Grivetti has corrections to be made to the Subdivision Control and Zoning Ordinances. She also has not seen the Landscape Ordinance. Trustee Godhardt indicated he may have a copy at home. Trustee Godhardt also spoke to members of the Regional Planning Commission about codification of ordinances. Some companies will fix minor corrections to ordinances before codifying. The Village Board only needs to approve the content and format of the ordinance. Trustee Luker stated a new codifying company would have to review our current book of codes to fit the new ordinances into it. Trustee Godhardt suggested Mrs. Grivetti contact the Clerk of Cortland for more information. Trustee Luker would like a company representative to give a presentation to the Village Board.
2. Parks & Recreation Advisory Board Ordinance  
Trustee Luker stated he would not tie the Park Advisory Board's pay with another Board's pay. Attorney Lewis stated that is how this whole process got started. Trustee Prellberg suggested tabling the issue until the Village Board is certain all the members of the Park Advisory Board wish to be paid. The Village Board agreed to table the issue until the next Village Board meeting.

#### **DISCUSSION:**

President Diedrich informed the Board that he spoke to Bill and Barb Dettmer of International Codes Consultants and Inspections, Inc. (ICCI) regarding reimbursing residents for work done in the public right of way. The Dettmers stated it is the resident's responsibility to maintain the easement between the sidewalk and the curb. Driveway permits are issued for the entire driveway and include the easement. Final inspections are only done when residents call ICCI and inform them the work is done. There was further discussion regarding easements and resident's responsibilities to the Village. Trustee Luker stated the main concern is work that is going on by residents that is not specifically permitted by ICCI. Trustee Godhardt stated, when residents apply for a permit, drawings have to be presented.

Trustee Prellberg asked how curbing is being installed without meeting code. Trustee Godhardt replied the problem may be with final inspections. President Diedrich stated he will invite Bill and Barb Dettmer to the Village Board meeting scheduled for October 6, 2008.

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President Diedrich addressed the Disaster Mitigation Act of 2000 and the DeKalb County All Hazards Mitigation Plan of January 2008. The Village needs to pass a resolution in favor of the Mitigation Plan. Trustee Godhardt made a motion to pass the resolution. Trustee Prellberg asked if Chief Walker has approved the plan. Chief Walker replied he has not seen it. Trustee Prellberg asked for the resolution to be tabled until the next Village Board meeting scheduled for September 15, 2008.

President Diedrich informed the Board he sent a letter to Mr. Tim Lunn, Redbud Properties, a representative of Benchmark Bank, Mr. Lewis and Kevin Bomstad, Engineering Enterprises, Inc. regarding the Village's issues with Royal Estates Subdivision, Unit 8. The president of Benchmark Bank will speak with Mr. Lunn personally; both will be in attendance at the next Village Board meeting on September 15, 2008.

President Diedrich also stated the ad was submitted to the DeKalb County Visitor's Bureau for their upcoming booklet.

**CLERK PRO TEM'S REPORT:**

Mrs. Grivetti presented the money received since August 18, 2008 and the transfers for approval.

**MONEY RECEIVED SINCE AUGUST 18, 2008**

Reimbursement from Redbud (legal fees)	\$	946.25
Utility Tax (State)		4,163.08
State Use Tax		2,153.74
Income Tax		17,969.69
Park Rental (Alderman 8/24)		50.00
Park and Recreation Fees		57.30
Permit #08-50 (Gotsch/fence)		100.00
Permit #08-51 (Davis/porch)		100.00
Permit #08-52 (Pease/replace windows)		100.00
Permit #08-53 (Thurow/re-roof)		100.00
Permit #08-54 (Troutman/driveway)		100.00
Permit #08-55 (Trumpy/re-roof)		100.00
Permit #08-56 Sellers/fence)		<u>100.00</u>
Total:	\$	26,040.06

**TRANSFERS FOR APPROVAL**

To Payroll from:		
General Fund	\$	15,301.32
Police Fund		17,094.87
Water and Sewer Fund		4,661.47
Road and Bridge Fund		<u>3821.40</u>
Total:	\$	40,879.06

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Trustee Luker moved to approve the Transfers; seconded by Trustee Hubert.  
**Motion carried 5-0.**

**ADJOURNMENT**

Trustee Godhardt made a motion to adjourn the meeting at 8:25 p.m., seconded by Trustee Prellberg.  
**Motion carried 5-0.**

The next regular meeting of the Hinckley Village Board will be September 15, 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