

Village of Hinckley Board Meeting for October 6, 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 and Dale Youngers, Waste Water Treatment Plant Supervisor.

The Pledge of Allegiance was recited.

The minutes for the September 15, 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.

The bills were presented for approval of payment. Trustee Hubert made a motion to approve paying the bills as presented; seconded by Trustee Godhardt. Trustee Luker asked if any trustees approved orders for the NAEIR Catalog. President Diedrich replied he approved the Parks and Recreation Advisory Board's order and Trustee Prellberg approved the Maintenance Department's order.

Motion carried 5-0.

TOTAL OF ALL BILLS

General Fund	\$	6,692.48
Police Fund		1,913.44
Water and Sewer Fund		6,358.28
Road and Bridge Fund		20.00
Payroll Fund		<u>14,133.62</u>
Total:	\$	29,117.82

TOTAL OF ALL DEVELOPER ESCROW BILLS

Land Partners, LLC		9,771.75
General (Joint) Escrow Account		51,973.93
Royal Estates Subdivision, Unit 8		13,120.54
Weslan Corporate Center		<u>473.18</u>
Total:	\$	75,339.40

TREASURER'S REPORT:

Because of the flood in September, the August Treasurer's Report was not available to be presented at the previous Village Board meeting. Trustee Hubert presented the Monthly Treasurer's Report of August 2008 tonight. Trustee Hubert stated the Village has a total of \$550,145.72 on hand. Clerk Pro-tem Dawn Grivetti reminded the Board that the School Impact Savings Fund is still being charged a monthly service fee, because it does not meet the minimum balance requirements for the type of account it is. It should be changed from a Money Market account to a Business Checking Account that is free. Trustee Hubert stated the School Board must request the money from the Village for it to be

distributed to them. Trustee Hubert made a motion to approve the report as presented; seconded by Trustee Godhardt.

Motion carried 5-0.

ATTORNEY'S REPORT:

Attorney Lewis stated he has communicated with Trustee Luker regarding finding a solution to the large number of delinquent water bills. He stated part of the solution already exists in current ordinances to require separate shut-off valves per meter. Section 38 of Article 86 requires water service to include separate outside shut off valves. He stated some older buildings may have been grandfathered in.

Trustee Luker asked if the Village can bill property owners only. Mr. Lewis replied the current ordinance states owner or occupant can be notified. Trustee Luker stated if a landlord does not want to install separate shut-offs, they will be responsible for all the water service to their building. Trustee Prellberg asked how many buildings we are referring to. The responses indicated the number is minimal.

Trustee Godhardt suggested the Village make sure the building ordinances require multiple units to have the same number of shut-offs. Single family homes that have since been converted to multi-family units are more of a problem. Attorney Lewis stated, without changing any ordinances, the tools the Village need are in the existing ordinances.

Trustee Luker suggested requiring lockable shut-offs at the meter. Trustee Warner stated the problem areas have meters inside. Attorney Lewis stated the Village needs to require meters to be outside.

Attorney Lewis went on to address the Weslan Corporate Center's Annexation Agreement. He stated he must have misunderstood the Village Board's intention to work with a third party attorney. Trustee Warner stated the Annexation Negotiation Committee is considering a third attorney to negotiate the agreement with the Village and Weslan's attorney thereby excluding Mr. Lewis from the negotiation because of his firm's relationship with Weslan's attorney.

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

DEPARTMENT SUPERVISOR'S REPORTS:

Police Chief Walker asked the Board for permission to send Officer Ford to a four day training course. The cost of the course is \$60.00. Trustee Hubert made a motion to approve sending Officer Ford to the training session; seconded by Trustee Godhardt.

Motion carried 5-0.

Trustee Prellberg asked Chief Walker if, once certified, Officer Ford would do any public service for the community based on his training. Chief Walker replied yes.

Chief Walker reported on the invoice to the Hinckley-Big Rock School District regarding the Resource Officer Program. The total cost is \$9,000.00. The school district has appropriated \$1,900.00 for the

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program. The H-BR PTO will be providing \$1,000.00. The Village needs to find the remaining sum to cover the cost of the program.

Chief Walker also asked the Board for permission to post No Parking signs on both sides of McKinley St. from Donald St. to Rees St. The road is narrower here and there is no curb. High School students have been parking here. President Diedrich stated an ordinance would need to be created and approved to enforce a No Parking zone. Trustee Luker suggested also including Rees St. in the parking ban. There was no consensus on this. Trustee Prellberg asked, once posted, can the Village warn people before ticketing begins. Chief Walker replied the department always does that.

Waste Water Treatment Plant Supervisor, Dale Youngers reported on October 13, 2008, he will begin flushing water mains.

Mr. Youngers also informed the Village Board that the H-BR Middle School in Big Rock has reported elevated levels of arsenic in their water supply. Waterman is also dealing with elevated levels of arsenic. Residents have addressed concerns to Mrs. Grivetti at Village Hall asking if there is arsenic in Hinckley's water supply. Mr. Youngers stated the test is only required by the State every three years. To Mr. Youngers' knowledge the Village has not tested for arsenic since he has been employed here. The cost of the test is \$17.50. Mr. Youngers suggested testing the water to be proactive in informing the residents of Hinckley's status. Trustee Warner asked if the Village has a back-up plan if the test is positive for arsenic. Mr. Youngers replied no. Trustee Prellberg stated if the Village is currently in compliance, then the scheduled test will come soon enough. President Diedrich asked the Board if they wanted to run the test. Trustee Godhardt asked if the Board is ready for a bad result. There was no consensus on the test.

Public Works Supervisor, Joe Moore stated he has been reviewing the locations of all the reported sewer back-ups as a result of the recent flood. He will report his findings at the next Sewer and Water Committee meeting.

Today was the last day for brush pick-up. The Village will begin leaf pick-up on Monday, October 20, 2008.

Mr. Moore also reported the Village needs to replace approx. 20 feet of 12-inch line on McKinley St.

The stream bank at Stream Side Park eroded during the recent flood. A fence has been installed to warn persons of the danger.

Mr. Moore also informed the Board of a compatibility issue that exists between the meter-reading hardware of Sensus and the billing software of Jayhawk. Jayhawk can re-populate the system at a cost of \$300.00 to make it more compatible with Sensus. There were some questions regarding the process of reading and billing. Trustee Luker made a motion to approve the \$300.00 expense to Jayhawk to repopulate the data; seconded by Trustee Godhardt.

Motion carried 5-0.

COMMENTS FROM PERSONS PRESENT:

There were no comments from persons present.

COMMITTEE REPORTS:

George Hubert, Jr., Finance & Personnel Committees – Trustee Hubert requested a closed session to discuss personnel matters. He will have a Personnel Committee meeting to create a job description for a new Office Manager position. He stated he will ask Betty Schleifer, Secretary/Treasurer, for verification that she will be retiring in May 2009.

Lee Luker, Building and Grounds – Trustee Luker presented the Board with the plaque for Mrs. Johnson who plants flowers at Pioneer Park. President Diedrich will contact Mrs. Johnson.

Trustee Luker also reported he will meet with a new lawyer to help the Annexation Negotiation Committee with the Weslan Corporate Center annexation agreement. He also reported he contacted On-Site Computer Guy to discuss TBC's billing for back-up software. On-Site feels the Village does not need it. Trustee Prellberg explained the billing was for updated protection and technical support for the server's software; and he suggested the Village pass on the service. The Board agreed.

Trustee Luker then asked the Board if they want Village employees or The On-Site Computer Guy to have administrative privileges for upgrading software on computers. Trustee Prellberg suggested leaving the privileges with a professional, insured service like On-Site; it should be out of the hands of employees. Trustee Luker suggested having a confidentiality agreement with The On-Site Computer Guy.

Dan Godhardt, Economic Development – Trustee Godhardt had no report.

Steve Warner, Water and Sewer – Trustee Warner reported he will be scheduling a Water and Sewer Committee meeting with EEI representatives to discuss upgrading the sewer treatment to increase capacity. The committee's objective is to avoid future infiltration and leaks in the system. They will also discuss the problem with Royal Estates lots draining into Lake Louise. It took the lake 15 days to reduce to a normal level. They will also discuss buying more pumps to be better prepared for future flooding. Trustee Luker asked if the bypass pump is functional. Mr. Moore replied the Village can look into it; it was removed previously at the request of the EPA. Mr. Moore also added there were 40 manholes under water during and after the flood; these will also need to be addressed. Trustee Luker added the Village needs to improve the lift stations to cut down on work time the next time it happens.

Mr. Youngers stated the Village could increase capacity with the use of an equalization pond. President Diedrich stated the land behind the present treatment plant can be available for purchase since Robert Arthur Land Company is no longer going to purchase it and donate it to the Village.

Parks and Recreation – Trustee Prellberg reported the Park Advisory Board has asked the Village Board for a \$200.00 donation for Halloween Fest at Plowman's Park this year. Trustee Prellberg moved to donate \$200.00 to the Park Advisory Board for Halloween Fest; seconded by Trustee Hubert.

Motion carried 5-0.

The Board then set the Trick-or-Treat hours for 4 p.m. to 7 p.m.

Todd Prellberg, Streets and Alleys – Trustee Prellberg continued to state there will be a pre-construction meeting with EEI, Curran and Bish representatives and the school district regarding the elementary school/park entrance improvements.

Trustee Prellberg also reported he spoke to representatives of LGS and Ancel, Glink et al. They have agreed to a 25% reduction to all outstanding invoices. The caveat is to pass the new ordinances. Representatives of EEI have offered to review the Zoning, Subdivision Control, Sign, Fence and Landscape Ordinances at no cost to the Village. Once the ordinances are passed, the Village can negotiate payment from the developers. Trustee Luker agreed. Trustee Godhardt will drop off copies of the ordinances to EEI.

TABLED ISSUES

1. Royal Estates Subdivision, Unit 8

a. Letter of Credit

EEI recommends accessing the Letter of Credit. They feel it will cover the costs of completing the remaining infrastructural improvements. Trustee Prellberg asked if the bidding process to complete the improvements could forbid Redbud Properties from bidding. He also stated the Letter of Credit covers a specific list of improvements. Trustee Godhardt stated he is concerned the Letter of Credit might not cover the cost of all improvements. Trustee Luker asked Attorney Lewis, if the Village commissions all this work, will Mr. Lunn still own the property. Attorney Lewis replied, yes.

President Diedrich stated he wants the intersections through the subdivision closed. Trustee Prellberg asked if the Village accesses the Letter of Credit, how long the Village will have until it expires. Attorney Lewis replied the Village will need to call it before the expiration date. Trustee Prellberg stated the Village has a record of what needs to be completed. President Diedrich stated he would like to set up a meeting with EEI, a Benchmark bank representative, and Attorney Lewis. President Diedrich just wants to fix the intersection at Prairie and Oak Streets. Trustee Prellberg stated that intersection is not included in the Letter of Credit. Trustee Godhardt told President Diedrich to set up the meeting. Trustee Prellberg suggested Trustee Warner could prepare and estimate to improve the intersection.

b. Building Permits

Trustee Luker made a motion to rescind authorization for three building permits for Royal Estates Subdivision, Unit 8; seconded by Trustee Hubert.

Motion carried 5-0.

2. Outstanding Invoices with LGS and Ancel, Glink et al.

Previously discussed in Committee Reports.

3. Fence, Sign, Landscape, Zoning and Subdivision Control Ordinance Review

Previously discussed in Committee Reports.

PRESIDENT'S REPORT:

1. Boundary Agreement with Big Rock

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Trustee Luker made a motion to accept the ordinance approving an intergovernmental agreement between the Village of Hinckley and the Village of Big Rock; seconded by Trustee Godhardt.

Motion carried 5-0.

2. Letter from Village Clerk (elected)

President Diedrich stated he received a letter of resignation from elected clerk Sharon Paradis-Hagerty effective September 1, 2008. Trustee Hubert made a motion to accept the letter of resignation effective September 1, 2008; seconded by Trustee Warner.

Motion carried 5-0.

Trustee Luker asked if the Village Board will be looking for a new clerk now. Attorney Lewis stated the elected position, like any elected position needs to be filled. Trustee Luker stated Dawn Grivetti, Clerk Pro-tem cannot be appointed Clerk because she lives outside the corporate limits. There was no further discussion.

DISCUSSION:

There were no items for discussion.

CLERK PRO TEM'S REPORT:

Mrs. Grivetti reported the money received since September 15, 2008 and the transfers for approval.

MONEY RECEIVED SINCE SEPTEMBER 15, 2008

Utility Tax (State)	4,601.80
State Use Tax	2,647.02
Income Tax	10,477.94
Utility Tax (NICOR)	5,846.90
Faxon Rent (Oct-Nov-Dec)	225.00
Park and Recreation Fees	18.00
Police Report	5.00
Parking Fine	5.00
Permit #08-58 (Hall/re-roof)	100.00
Permit #08-60 (Mason/re-roof)	100.00
Permit #08-61 (Mueller/re-roof)	100.00
Permit #08-62 (Ludwig/fence)	100.00
Permit #08-63 (Ludwig/re-roof)	100.00
Permit #08-64 (Wallace/detached garage/elec.)	150.00
Permit #08-65 (Barenie/re-roof)	100.00
Permit #08-66 (Nagy/shed)	100.00
Permit #08-67 (Smith/driveway)	<u>100.00</u>
Total:	\$ 24,776.66

TRANSFERS FOR APPROVAL

To Payroll from:		
General Fund	\$	17,302.66
Police Fund		18,322.05
Water and Sewer Fund		5,087.24
Road and Bridge Fund		<u>4,267.80</u>
Total:	\$	44,979.75
To Road and Bridge Fund from:		
General Fund	\$	60,000.00

Trustee Luker made a motion to approve the Transfers; seconded by Trustee Godhardt.
Motion carried 5-0.

[There was a ten minutes recess before the closed session.]

[The meeting resumed at 9:15 p.m. following the closed session.]

Trustee Hubert made a motion to promote Patrolman Ford to Sergeant at the previously discussed pay increase; seconded by Trustee Godhardt.
Motion carried 5-0.

ADJOURNMENT

Trustee Godhardt made a motion to adjourn the meeting at 9:20 p.m.

The next regular meeting of the Hinckley Village Board will be October 20, 2008 at 7:30 p.m. at the Village Hall.

Joseph J. Diedrich, President

Dawn R. Grivetti, Clerk Pro-Tem