

Village of Hinckley Regular Board Meeting for January 19, 2010

President Godhardt called the regular meeting of the Village Board 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, Bill Dunn, Village Engineer, Engineering Enterprises Inc. and Rob Mason, Village Treasurer.

The Pledge of Allegiance was recited.

A moment of silence was observed in memory of Mrs. Betty Schleifer. Mrs. Schleifer served the Village of Hinckley as the Village Secretary from 1980-2010 and Village Treasurer from 1984-2009.

MINUTES FROM PREVIOUS MEETINGS

The minutes from the January 4, 2010 Village Board 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 Luker questioned the bill for JULIE, Inc. Mrs. Grivetti indicated the bill represents a 25% annual pre-payment. The Village currently has a credit balance with the company from last calendar year. Trustee Albright made a motion to pay the bills as presented; seconded by Trustee Maroo.

Motion carried unanimously by voice vote.

TOTAL OF ALL BILLS

General Fund	\$	7,129.27
Police Fund		3,185.30
Parks and Recreation Fund		185.00
Garbage Fund		0.00
Road and Bridge Fund		986.96
Water and Sewer Fund		2,119.54
Water Improvement Project Fund		0.00
Motor Fuel Fund		<u>0.00</u>
Total:	\$	13,606.07

TOTAL OF ALL DEVELOPER ESCROW BILLS

[No Report Presented]

TREASURER'S REPORT

The Monthly Treasurer's Report ending December 31, 2009 was presented by Treasurer Mason. The balance of the Payroll Fund was not available at the time the report was created. Total balance on hand 12-31-09 was \$291,773.82.

COMMENTS FROM PERSONS PRESENT

There were no comments from persons present.

COMMITTEE REPORTS

Finance, Dave Maroo – Trustee Maroo stated his committee met with the Village Accountant recently. The committee recommends timecards be approved by supervisors prior to payday then approved by the Trustee/President when paychecks are signed eliminating the need to have them signed prior to payday. The committee also discussed duties of the Clerk, Treasurer and Office Manager. The Finance Committee recommends the Monthly Clerk's Report be called the "Monthly Report;" it is to be prepared by the Office Manager and approved and presented to the Village Board by the Treasurer in place of the Treasurer's Report. The committee also suggests a summary page of balances be included in the Monthly Report.

Trustee Maroo stated the Total of Bills report now includes a Current Bank Account Balance table. The committee also discussed back-charging the Water and Sewer Fund for charges the General Fund may have paid before the end of the fiscal year.

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

Personnel, Nancy Nelson – Trustee Nelson scheduled a Personnel Committee meeting for Tuesday, January 26, 2010 at 6:00 p.m. at Village Hall to review personnel manuals from other municipalities.

Streets and Alleys, Lee Luker – Trustee Luker had nothing to report.

Parks and Equipment, Todd Prellberg – Trustee Prellberg reported the Park Advisory Board met recently. They would like to send out the Spring Park Program Guide as an insert to the Hinckley Update. The Advisory Board would also like to honor Ken Bushnell for his many years of service on the Board at the next Village Board meeting.

Mrs. Grivetti stated one of the bills presented for payment tonight was for the renewal of the Village's Post Office Bulk Rate Permit. It was presented as a Park Program Fund expense for the purpose of mailing program guides. Trustee Prellberg made a motion to withhold payment to the Postmaster for the permit; seconded by Trustee Albright.

Motion carried unanimously by voice vote.

Water and Sewer, Steve Warner – Trustee Warner stated an RCB valve has been in need of repair for several months. It could cost approximately \$ 7,000.00 to fix it. A pump at one of the waste water lift stations is also in need of repair. The estimated repair cost is \$ 5,000.00. Supervisor Youngers is

acquiring bids. Trustee Maroo stated funds have been appropriated for these repairs. He would like the Water and Sewer Committee to bring a recommendation to the Board.

Building and Grounds, Bob Albright – Trustee Albright had nothing to report.

TABLED ISSUES

There were no tabled issues.

PRESIDENT’S REPORT

President Godhardt stated the Lion’s Club asked to use the Village’s loader again for their auction. Trustee Luker stated the President should check with the Public Works Supervisor to see if the loader is available and in good working order to loan it to the Lion’s Club.

President Godhardt also stated the IEPA has approved the Village’s loan for the Water Improvement Project. The loan will be at 0% interest with 25% of the loan forgiven. The first payment will be due in December, 2011.

CLERK’S REPORT

Clerk Grivetti presented the Monthly Report.

Clerk Grivetti also reported on the money received.

MONEY RECEIVED SINCE JANUARY 4, 2010

Income Tax Income	\$	14,141.17
Recycle Bin		5.00
Motor Fuel Tax		4101.81
Police Fines		1,268.31
Police Reports		25.00
Replacement Tax Income		749.24
Sales Tax Income		<u>10,761.45</u>
Total:	\$	31,051.98

EXECUTIVE (CLOSED) SESSION

At 8:25 p.m., Trustee Prellberg made a motion to go into executive session subsequent to Sec. 2(c)(1) of the Open Meetings Act for the purpose of discussing personnel matters; seconded by Trustee Nelson.

Motion carried 6-0 by roll call vote.

President Godhardt stated decisions will be rendered following the session.

President Godhardt reconvened the regular meeting of the Village Board of Trustees at 8:44 p.m.

President Godhardt stated the Board discussed the awarding of vacation time. The Village will continue to follow the Personnel Manual as it pertains to vacation time.

DISCUSSION

Trustee Luker asked who signs checks in the President's absence; and when did the policy change from requiring two signatures to only one. Treasurer Mason suggested reviewing Village Ordinances regarding the policy. Trustee Maroo suggested Mrs. Grivetti should not be signing checks.

ADJOURNMENT

Trustee Luker made a motion to adjourn the meeting at 8:45 p.m.; seconded by Trustee Albright.
Adjournment was approved unanimously.

The next regular meeting of the Hinckley Village Board will be Monday, February 1, 2010 at 7:30 p.m. at Village Hall.

Dan P. Godhardt, Village President

Dawn R. Grivetti, Village Clerk