

Village of Hinckley Board Meeting for June 16, 2008

President Joe Diedrich called the meeting to order at 7:30 p.m.

Roll call showed Trustees: Todd Prellberg, Dan Godhardt, Lee Luker, and Rob Fischer all present. Trustee George Hubert Jr. was not present. This established a quorum.

Other persons in attendance included: Waste Water Treatment Plant Supervisor Dale Youngers of T.E.S.T. Inc., and Chairman Rob Judd, Hinckley Planning Commission.

The Pledge of Allegiance was recited.

The minutes for the June 2, 2008 Village Board meeting were presented for approval. Trustee Fischer made a motion to approve the minutes as presented; seconded by Trustee Prellberg.

Motion carried 3-0. Trustee Godhardt voted present.

The minutes for the June 2, 2008 Delinquent Water Bill Hearing were presented for approval. Trustee Luker made a motion to approve the minutes as presented; seconded by Trustee Fischer.

Motion carried 4-0.

Dawn Grivetti, Clerk Pro-tem distributed an updated list of delinquent accounts. Account #362 was to make a final payment on June 11, 2008. That payment was not made. Account #146 paid the night of the hearing, but office staff was notified today that the check bounced. There was discussion regarding the remaining accounts that are still delinquent. Regarding account #729, if the property has been sold but not closed, there is still time to put a lien on the property. In cases of shared service with non-delinquent accounts, the property owner should receive a follow-up letter indicating all service to the property will be shut off if the bill is not paid.

The bills were presented for approval of payment. Trustee Luker asked the Board if the Village should continue to participate in the NAEIR program (check #4269 for NAEIR Dues and Subscriptions). Trustee Prellberg replied that the Park Program orders and received items regularly. Trustee Luker stated ordering from the quarterly catalog of available items does not insure you receive what you want; for the items the Village does receive, we could buy what we want directly and possibly save money. Trustee Fischer suggested paying the dues from the Parks and Recreation budget. Trustee Godhardt recommended talking to the Parks and Recreation Advisory Board to see what their opinion of the service is. It was recommended the topic will be put on the next Committee of the Whole agenda. Trustee Prellberg suggested also including it on the next Village Board agenda as the Advisory Board is scheduled to have a meeting July 2, 2008. Trustee Godhardt made a motion to approve paying the bills as presented while withholding check #4269; seconded by Trustee Luker.

Motion carried 4-0.

TOTAL OF ALL BILLS

General Fund	\$	9,619.90
Police Fund		24,308.10
Garbage Fund		10,413.06
Water and Sewer Fund		68,160.87
Road and Bridge		234.80
Payroll		<u>12,955.91</u>
Total:	\$	125,692.64

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		13,108.79
Weslan Corporate Center		1,433.50
Cambridge Homes, Inc (close account)		<u>4,352.69</u>
Total:	\$	97,107.34

TREASURER'S REPORT:

The Monthly Treasurer's Report of May 2008 was presented by Trustee Luker in Trustee Hubert's absence. Trustee Luker stated the Village has a total of \$531,151.29 on hand. Trustee Luker made a motion to approve the report as presented; seconded by Trustee Fischer.

The motion carried 4-0.

DEPARTMENT SUPERVISOR'S REPORT:

Treatment Plant Supervisor Dale Youngers of T.E.S.T., Inc. reported the new chain installed on #2 RB works great. The Village saved a lot of money by not having to rehab the whole unit. However, because the unit was off line, too much ammonia was used.

Mr. Youngers also reported the installation of the above ground fuel storage tank at the Waste Water Treatment Plant should be finalized by the end of this week. However, there is still an open pit where the underground tank used to be. Mr. Youngers will get bids to back fill the space.

Mr. Youngers also stated he will be receiving added help from T.E.S.T. Inc on June 24, 2008 to get caught up on replacing outdated water meters. He spoke with President Diedrich earlier regarding hiring part-time summer help to paint at the treatment plant. He asked if the Board is willing to provide for part-time summer help for both the Waste Water Treatment Plant and the Maintenance Department. Trustee Luker suggested checking with the county for persons in need of community service hours. The topic will be added to the Committee of the Whole agenda.

During the recent storm on June 13, 2008, Mr. Youngers was not notified that the power to the Waste Water Treatment Plant had been out for several hours. He indicated that the automatic calling system at the Water Tower was not operating properly at the time. President Diedrich stated he has spoken to the Maintenance Department Supervisor and will speak to the Police Chief regarding a call list. Mr. Youngers would like to purchase a second emergency auto dialing system to be installed at the Waste Water Treatment Plant as the plant and the Water Tower are on separate electric grids. The cost would be around \$250.00 and there would be no monthly service charges. Trustee Fisher asked about a generator. Mr. Youngers replied the Village has a generator at the plant, but it needs to be started manually. Trustee Luker made a motion to allow Mr. Youngers to purchase an emergency auto dialing system for the Waste Water Treatment Plant; seconded by Trustee Godhardt. Trustee Luker then amended his motion to include the possibility of purchasing a system that did not require batteries; Trustee Godhardt approved the amendment to the motion.

Motion carried 4-0.

COMMENTS FROM PERSONS PRESENT:

Ms. Ann Fabian, 320 Garfield St., requested Garfield St. be blocked off from McKinley Ave. to Miller Ave. on June 29, 2008 for a block party from 2:00 – 8:00 p.m. Public access to Garfield Park will remain open. The Village Board had no objections.

COMMITTEE REPORTS:

Todd Prellberg, Streets and Alleys – Trustee Prellberg stated he distributed the minutes from his meeting on Friday, June 6, 2008. He also stated he attended the School District's Committee of the Whole meeting on June 11, 2008 to discuss the Safe Routes to School Program. He has scheduled a Safe Routes to School Committee meeting for Friday, June 20, 2008 at 9:00 a.m. at Village Hall. Trustee Prellberg made a motion to send Dawn Grivetti, Community Development Administrative Assistant to a Safe Routes To School Training Session in Moline, IL on June 24, 2008 and to provide for travel and meal expenses; seconded by Trustee Godhardt.

Motion carried 4-0.

Trustee Prellberg stated Police Chief Walker has requested four hour parking restriction signs be installed within the Business District of Sycamore St. north and south of Rt. 30 to the alleys. Trustee Prellberg will talk to Joe Moore about putting the signs up.

Trustee Prellberg also reported that Mr. Moore would like to rent a larger wood chipper to help remove more of the larger branches brought down in the recent storm. Trustee Prellberg was instructed to have Mr. Moore proceed in the most economical way possible to remove the branches. After researching the options, Mr. Moore can consult with President Diedrich for a final decision.

Sewer and Water Committee – On behalf of the Sewer and Water Committee, Trustee Prellberg reported Mr. Moore recently televised the sanitary system along Rt. 30 and found some problems. There was spiral cracking and significant filtration found around two manholes. Mr. Moore consulted with Norm Beeh, Beeh Engineering to verify the cracks are new since the Rt. 30 construction. Mr. Moore is recommending the Board act on these issues now by lining or sleaving the pipes and recoup the repair costs later. Trustee Luker would like Mr. Moore to get repair costs before the Board makes a decision. Trustee Prellberg suggested Mr. Moore could get prices from Visu-Sewer. It was suggested this item be put on the next Village Board agenda.

Trustee Prellberg then updated the Board on the outstanding consultant invoices. The consultants recently counter offered with a 20% reduction of the outstanding invoices payable within twenty days of the offer. The Village has received no response from the developers.

Dan Godhardt, Economic Development –The next Planning Commission meeting is scheduled for Wednesday June 25, 2008. Trustee Godhardt has instructed Mrs. Grivetti to send a letter to Mr. Garbe regarding the Weslan Corporate Center's Escrow Account being delinquent in funds, and informing him the Village will make no considerations toward this development until his bills are paid. Trustee Luker had previously suggested two items be put on the agenda: approve the preliminary plat/plan and

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establish a committee to negotiate the annexation agreement. Trustee Godhardt suggested these items be considered for the agenda for the next Committee of the Whole meeting pending payment of funds.

Regarding delinquent developer escrow accounts, Trustee Prellberg stated Engineering Enterprises, Inc. (EEI) has requested a schedule of completion of improvements for Royal Estates Subdivision, Unit 8 from Tim Lunn of Redbud Properties, LLC. He stated October 2008 will be the two-year anniversary of the start of construction by Redbud Properties, LLC.

Trustee Luker asked the Board if they should have Attorney Lewis review the most recent versions of the draft ordinances. Trustee Luker suggested the Planning Commission discuss a date for a public hearing for the ordinances. Trustee Godhardt stated he needs more information on notification of changes for the Zoning Map so it can be approved with the draft Zoning Ordinance. Trustee Godhardt will also request digital copies of the final revisions of the ordinances when the consultant's outstanding invoices are paid.

Lee Luker, Building and Grounds – Trustee Luker stated he met with EEI concerning the alley and parking area south of 5/3 Bank from May St. to Sycamore St. He asked them for a bid to finish the work on the east and west ends of the alley not completed by the Rt. 30 construction and to clean up the parking area. He would like to see some diagonal and some parallel parking. Trustee Luker relayed Mr. Moore's belief that the parking area has to be 25 feet off the center of the tracks.

Trustee Luker asked Mr. Youngers if he has internet service at the Treatment Plant through T.E.S.T. Inc. Mr. Youngers indicated he does. Trustee Luker stated Mr. Moore needs internet access for his laptop computer and asked if service could be obtained by sharing service with Mr. Youngers. Trustee Prellberg suggested Trustee Luker obtain permission from T.E.S.T. Inc. and then employ The On-Site Computer Guy to secure the system and the laptop.

Rob Fischer, Parks and Equipment – Trustee Fischer stated there will be a Parks and Recreation Advisory Board meeting on Wednesday July 2, 2008. He also stated he has looked into the possibilities of installing a fence around Garfield Park. He has viewed many parks in neighboring communities and most of them have no fences concurring with our own Village Parks and Equipment policy of open green space. Trustee Fischer received one bid for fencing ranging from \$6,000 -14,000 depending on the style of fence. This would use too much of the appropriated funds for the committee. It is Trustee Fischer's opinion that no fence should be installed. President Diedrich agreed stating a fence would be a maintenance and liability issue for the Village. The Village Board decided a fence around Garfield Park would not be appropriate.

Trustee Fischer also reported the IL Lincoln Highway Coalition is still committed to granting the Village a mural. Trustee Godhardt suggested Trustee Fischer ask the Hinckley Historical Society to determine what the mural will look like. Trustee Luker suggested the Hinckley Business Association determine where the mural will be installed. President Diedrich will add the mural to the agenda for the next Village Board meeting.

Trustee Luker asked if Mr. Moore is going to put gravel on the parkway in front of Garfield Park. Trustee Prellberg stated he will consult with Mr. Moore regarding the issue.

George Hubert, Jr., Finance Committee and Personnel Committee – Trustee Huber was not present. There was nothing to report.

TABLED ISSUES

1. Personnel Manual Changes
Tabled for a future date.

PRESIDENT'S REPORT:

1. Former Wright Place Property, 132-134 E. Lincoln Ave.
Trustee Prellberg wants to know the Village's plan if the property does not sell at auction on June 26, 2008. Trustee Prellberg would like to know if it is possible to sell it for less than what is owed to the Village. President Diedrich ensured Trustee Prellberg that the property will sell. Trustee Luker stated Attorney Lewis has to start at the minimum bid. He also indicated any further discussion should be done during a closed session. There was no further discussion.
2. Prevailing Wage Ordinance
Trustee Luker made a motion to approve the Prevailing Wage Ordinance #08-05; seconded by Trustee Godhardt.
Motion carried 4-0.
3. Appointment of New Trustee
President Diedrich stated he received three submissions for the open trustee position. He recommends Steve Warner be assigned to fill John Marsh's open position. Trustee Prellberg made a motion to appoint Steve Warner to fill John Marsh's open position as Village Board Trustee; seconded by Trustee Godhardt.
Motion carried 4-0.

DISCUSSION:

1. DeKalb County Economic Development *Corporation* Letter
The Hinckley Village Board received a thank you letter from DeKalb County Economic Development Corporation for the annual contribution submitted in May, 2008.
2. Pioneer Park Planter
Mrs. Johnson has planted the flowers in the planter at Pioneer Park in honor of her late husband, Earl Johnson. Trustee Luker made a motion to install a plaque on the planter in memory of Mr. Johnson; seconded by Trustee Godhardt.
Motion carried 4-0.

President Diedrich will purchase a plaque and set a date for the dedication; Mrs. Grivetti will then send a letter to Mrs. Johnson.
3. Letter from Kris Ohnstad
Mrs. Ohnstad would like to thank Officer Ford for his service to the Park Program for Hinckley Safety Village.

CLERK PRO TEM'S REPORT:

Mrs. Grivetti reported she received registration materials for the IL Municipal League's Annual Conference September 25-28, 2008. She will distribute copies after the meeting.

Mrs. Grivetti also discussed the updated list of delinquent water bill accounts. ~~Mr. Youngers mentioned the Sensus Metering System the Village has not utilized yet.~~ Mr. Youngers mentioned the Village has not *fully* utilized the Sensus Metering System yet. Trustee Godhardt would like to see a more detailed report from the Jayhawk software program that manages these accounts in order for the Board to keep updated on delinquent accounts. Trustee Luker mentioned printing water bills on a full sheet of paper and distributing them with other pertinent Village information. There was also discussion of residents being able to paying bills online and/or with a credit card.

Regarding those delinquent accounts with shared water service, Mrs. Grivetti was instructed to send letters to property owners informing them that water will be shut off to the entire property if the bill is not paid. Mrs. Grivetti distributed copies of Sec. 86-165. "Notice of delinquency; termination of service for nonpayment." The ordinance does not indicate who is responsible for the payment beyond the user. The deposit system is also confusing and is not consistent. Trustee Luker suggested posting the names of the delinquent accounts in a local newspaper. Trustee Fischer suggested requiring a deposit when new accounts are established. It was recommended the topic be added to the Committee of the Whole agenda.

Mrs. Grivetti then presented the money received since June 2, 2008.

MONEY RECEIVED SINCE JUNE 2, 2008

Income Tax	\$	30,366.49
Motor Fuel Tax		5,196.58
Sales Tax		18,458.83
CD Interest (Water and Sewer)		750.36
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Park Rental (Meyer)		50.00
Park Rental (Radcliffe/Ruppert)		50.00
Park Rental (Key)		50.00
Park Rental (Rogers)		50.00
Park and Recreation Fees		544.00
Police Report		5.00
Police Fines		1,994.02
Squad Car Acquisition and Maintenance		60.00
Permit #08-35 (Pickert/deck)		<u>100.00</u>
Total:	\$	58,425.64

ADJOURNMENT

Trustee Luker made a motion to adjourn the meeting at 9:25 p.m., seconded by Trustee Prellberg.
The motion carried 4-0.

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

The next Committee of the Whole meeting of the Hinckley Village Board will be July 14, 2008 at 7:00 p.m. at the Village Hall.

The Board is also reminded of the invitation to participate in the Hinckley-Big Rock School District's Committee of the Whole joint workshop/meeting scheduled for July 9, 2008 at 6:00 p.m. at the High School. Dinner will be served at 5:30 p.m.

Joseph J. Diedrich, President

Dawn R. Grivetti, Clerk Pro-Tem