

VILLAGE OF HINCKLEY
REGULAR BOARD MEETING - MINUTES
MARCH 23, 2020

CALL BOARD MEETING TO ORDER: Meeting was called to order by Village President Nancy Nelson at 7:00 PM. Roll call was taken showing the following:

Present: Trustees Chuck Riforgiate, Lou Manivong, Walter Rainford, and Mike Constant (via phone).
Quorum Established.

Absent: Christine Clark.

Also Present: Village Clerk Elizabeth Losiniecki, Chief Gettemy, Attorney Josef Kurlinkus, Chris Ott (EEL), Treasurer Dave Maroo (arrived at 7:08pm), Daniel Roop, and Members of the Public.

PLEDGE OF ALLEGIANCE: The pledge to the flag was recited.

PUBLIC COMMENT on Agenda Items Scheduled for Action Only

None.

GENERAL BUSINESS

• **Agenda item for discussion/approval:** *03/16/20 Special Meeting Minutes*

Trustee Manivong moved to approve the 03/16/20 Special Meeting minutes and Trustee Riforgiate seconded the motion. Roll Call Vote: Constant-Aye, Manivong-Aye, Riforgiate-Aye, Rainford-Aye.
Motion carried.

• **Agenda item for discussion/approval:** *Payment of Invoices Due*

Trustee Rainford moved to approve the invoices as presented and Trustee Manivong seconded the motion. Roll call vote: Manivong-Aye, Constant-Abstain, Rainford-Aye, Riforgiate-Aye, Nelson-Aye.
Motion carried.

PRESIDENT'S REPORT

• **Agenda item for discussion/approval:** *Appointment of Daniel Roop to fill vacancy in position of Village Trustee Term Being Filled: 2017-2021*

Village President Nelson stated that she'd like to have a motion to appoint Daniel Roop to fill the vacant Village Trustee position; term expiring in 2021. Trustee Riforgiate asked what Daniel will bring to the table and Mr. Roop stated that, having been employed by the Village for four years, he brings extensive experience with the inner workings of the Village. President Nelson stated that Daniel is young and brings fresh ideas. Trustee Manivong moved to approve the appointment of Daniel Roop to fill the vacant Trustee position, term ending in 2021, and Trustee Rainford seconded the motion. Roll call vote: Constant-Aye, Manivong-Aye, Riforgiate-Aye, Rainford-Aye. Motion carried.

Village President Nelson administered the oath of office for Mr. Roop.

• **Agenda item for discussion/approval:** *60520 Day Street Closures*

The 60520 Day committee has asked to close McKinley Ave. between Maple and Sycamore for a street festival on June 5, 2020. Chief Gettemy stated that he is okay with the closure but temporary "no parking" signs will have to be posted ahead of time. Trustee Constant moved to approve the street closure and Trustee Manivong seconded the motion. Roll call vote: Riforgiate-Aye, Manivong-Aye, Rainford-Aye, Constant-Aye, Roop-Aye. Motion carried.

• **Agenda item for discussion/approval:** *Emergency Powers Ordinance*

Attorney Kurlinkus stated that this ordinance gives the Village President emergency powers to perform duties in emergency situations. It grants the Village President the power to declare a state

of emergency and approve expenditures. The version being considered grants very broad powers but can be narrowed in scope. It also suspends the imposition of late fees and shut offs for delinquent utility accounts.

Discussion followed regarding duration and extensions of the emergency powers ordinance. Attorney Kurlinkus stated that the ordinance expires in thirty days and can be renewed in thirty-day increments. It can also be revoked (at any time) by the Board of Trustees. Trustee Manivong moved to approve the emergency powers ordinance, as presented, and Trustee Riforgiate seconded the motion. Roll call vote: Constant-Aye, Manivong-Aye, Riforgiate-Aye, Rainford-Aye, Roop-Aye. Motion carried.

President Nelson stated that, thus far, there is one COVID-19 case in DeKalb County. Chief Gettemy stated that that case has not yet been confirmed. Nelson stated that some businesses in town have closed due to the Governor's "stay at home" order. She stated that Brian's, Dairy Joy, Subway, and South Moon are open for pick up or delivery. She stated that the supermarket is open and still stocked with essentials. She said that the public works department needs hand sanitizer and Lysol spray. She said that they will not be entering houses during this time.

Chief Gettemy stated that the police department is responding to non-emergency call by phone and report, only. Only emergency calls will have an officer sent out.

Treasurer Maroo stated that his monthly report was given at the last meeting. He stated that a COVID-19 expense account will be set up to track expenses for potential reimbursement. He will call the IEPA regarding the loan payments due this summer.

- **COMMITTEE REPORTS**

- **Personnel**

No report.

- **Finance & Economic Development**

- **Agenda item for discussion:** *Amendments to/creation of the Village of Hinckley Capital Assets Policy & the Village of Hinckley Fund Balance/Net Assets Policy*

Trustee Constant asked the Board to review the documents provided for these agenda items and be prepared to discuss at a future meeting. Treasurer Maroo stated that these are policies that the auditors would like to have implemented to track assets by department. Trustee Roop stated that FIIX also tracks assets.

- **Public Safety**

No report.

- **Streets & Alleys**

No report.

- **Buildings, Grounds & Parks**

No report.

- **Water & Sewer**

- **Agenda item for discussion/approval:** *Temporary Suspension of Utility Billing Penalties/Shut-Offs*

Discussion regarding Governor Pritzker's Executive Order suspending utility shut offs. Attorney Kurlinkus clarified that it was only in reference to utilities regulated by the State. Kurlinkus stated that Executive Order No. 1 from Village President Nancy Nelson states that shut-offs and penalties will be delayed during the COVID-19 "stay at home order." It was agreed that the late fees being suspended are for the current period only. Next quarter will be reviewed later. Trustee Riforgiate

moved to approve the suspension of late fees and shut offs for the April bill (covering services from January 15th to approximately April 15th) and Trustee Manivong seconded the motion. Roll call vote: Riforgiate-Aye, Manivong-Aye, Rainford-Aye, Constant-Aye, Roop-Aye. Motion carried.

New Business

Trustee Manivong stated that DC Trash will provide the port-o-lets and dumpster for the 60520 day. He and/or Trustee Constant will let the committee know.

Chris Ott stated that EEI had updated the water main atlas, per Dale Youngers request. Youngers also asked for an update to the sanitary & storm atlas. EEI is preparing a proposal for that request.

PUBLIC COMMENT

None.

OPEN DISCUSSION

None.

ADJOURMENT

Motion: Trustee Manivong moved to adjourn the meeting at 7:58pm. Trustee Riforgiate seconded the motion. Voice Vote: All members voted yes. Motion carried.

Due to the outbreak of the COVID-19 virus, Regular Meetings of the Village of Hinckley Board of Trustees are suspended until further notice.

Nancy Nelson, Village President

Elizabeth Losiniecki, Village Clerk