

VILLAGE OF HINCKLEY
REGULAR BOARD MEETING - MINUTES
March 25, 2019

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 Mike Constant, Jeff Nier, Chuck Riforgiate. Quorum Established.

Absent: Trustees Tim Sellers and Lou Manivong.

Also Present: Deputy Clerk Rita Barnett, Treasurer Dave Maroo, Joe Moore (Public Works), Police Chief Waitkus, Attorney Kristine Gibbons, Dale Youngers (TEST), Chris Ott (EEI), and Members of the Public.

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

PUBLIC COMMENT on Agenda Items Scheduled for Action Only

N/A

GENERAL BUSINESS

• **Agenda item for discussion/approval:** *03/11/19 Regular Board Meeting Minutes*

Trustee Constant noted a correction in the minutes: "Capitol Bill" should be "Capital Bill". Trustee Constant moved to approve the 03/11/19 Regular Board Meeting minutes with that correction and Trustee Nier seconded the motion. **Roll Call Vote:** Riforgiate-Aye, Nier-Aye, Constant-Aye, Nelson-Aye. Motion carried.

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

Trustee Constant asked what the \$1715.95 Sensus AutoRead SW Annual Fee Invoice was for. Joe Moore stated that it is the software for reading the water meters. Mr. Constant also asked about the \$217.98 Brad Manning Ford invoice. Trustee Riforgiate noted that it was an approved repair to the 2018 Ford Interceptor vehicle. Trustee Constant moved to approve the invoices as presented, and Trustee Riforgiate seconded the motion. **Roll Call Vote:** Nier-Aye, Constant-Aye, Riforgiate-Aye, Nelson-Aye. Motion carried.

PRESIDENT'S REPORT

• **Agenda item for discussion/approval:** *Battery Back-up Quote*

President Nelson explained that the battery back-up quote is for back-up power supply and software for the two Village servers, and noted that the price of \$991.20 was a good price for two backup units. Trustee Constant moved to approve two IT server back-ups as presented not to exceed \$1,000.00 and Trustee Nier seconded the motion. **Roll Call Vote:** Constant-Aye, Riforgiate-Aye, Nier-Aye, Nelson-Aye. Motion carried.

• **Agenda item for discussion/approval:** *IT Update – PD Server & Email Hosting*

President Nelson reported that our IT Representative, Nick Schrand, is no longer with Stateline Technologies, and that she has asked Stateline Technologies to get the Village off of Hostway email service. Hostway cannot retrieve past deleted emails. Chief Waitkus noted that Hostway is a limited email service and that we need a better service that can manage larger file transfer sizes.

• **Agenda item for discussion/approval:** *FY20 Meeting Schedule*

President Nelson asked the trustees if there were any questions regarding the meeting date schedule. Trustee Constant moved to approve the FY20 Meeting Schedule as presented, and

Trustee Nier seconded the motion. **Roll Call Vote:** Constant-Aye, Riforgiate-Aye, Nier-Aye, Nelson-Aye. Motion carried.

- **Agenda item for discussion/approval:** *ICMA Contributions for Village Employees*

President Nelson reported that effective January 1, 2019 Retired Police Chiefs can no longer contribute to IMRF if they are already receiving benefits from another pension plan. They can contribute to ICMA which is a different program, and this program would be available to the potential new Police Chief. There was a discussion. The Village needs to determine how much the Village contributes to this plan. Treasurer Maroo asked if other employees can contribute to both plans and President Nelson said yes.

- **Agenda item for discussion/approval:** *Temporary Sign at 105 E. Lincoln Highway*

President Nelson reported that the reason this issue is being brought up is because she recently opened a shop at 105 E. Lincoln. She has a sign inside of her window, until the weather allows one to be painted on the window. She was told that she cannot have that sign. Ms. Nelson checked with the Village Attorney and a sign company and they don't believe she has to have a permit for that sign. If she did need a permit, then everyone downtown would have to have a permit. She stated that she just wants to do what's right. Regarding inside of her building, her wall is a peg-board wall. President Nelson also reported that she did not recommend that the crosswalk signs be at that intersection (Hwy 30 & Sycamore).

- **Agenda item for discussion/approval:** *Amendments to Sign Code Ordinance*

President Nelson initiated a discussion on the terminology of the sign ordinance. Trustee Nier reported that when he had a business in town, he did not need a sign permit because they were not permanent signs. There was a discussion on existing signs. Chief Waitkus noted that his understanding is that the permit only applies to signs that need a structural modification. Regarding Section 18-150 of the sign ordinance, Trustee Riforgiate stated that we may need to amend the terminology of the ordinance. Attorney Gibbons also stated her thoughts on the language. There was a discussion. There was a consensus of the board to update the ordinance terminology. Trustee Constant asked if our building inspectors shouldn't make that determination. There was a discussion. The consensus was to correct the "intent" of the ordinance so the Building Inspector can make determinations from the ordinance. The Attorney will update the ordinance language to include "Permit Not Required" description. At 105 E. Lincoln a permit is not required at this time.

REPORT OF OFFICERS, TRUSTEES AND DEPARTMENT HEADS AND ACTION ITEMS

- **Treasurer's Report**

Treasurer Maroo gave a summary of the monthly fund balance report and status of the accounts.

- **Attorney's Report**

Attorney Gibbons reported that there will be a Public Hearing on April 1, 2019 at 7:00 PM regarding DBA (Doing Business As) Brewrista and the Bean.

- **Engineer's Report**

Chris Ott reported that they did get the certified payroll they were waiting for. They got the final plans for the Rt. 30 project. The Sycamore signs were too late to be in the plan so they need a permit to get approved by the State and then the signs can be installed. Mr. Ott will bring documents from the Survey Dept. for the next meeting. Mr. Ott would like the funding resolution for discussion/approval at the next meeting, and the agreement for approval at the 2nd meeting in April, which is scheduled for April 29, 2019. Mr. Ott reported that there is work being done in Royal Estates, Commonwealth Edison is installing some services, and rear yard storm sewer connections are being done.

- **Chief of Police**

Chief Waitkus reported that a potential new Police Chief, Ken Gettemy, is expected to take the position in two weeks. Chief reported that it has been a busy week responding to calls. They responded to 261 Rees with Kane County to remove 3 had grenades found while the family was cleaning out an estate. It's unknown at this time if they were live. A DUI drove through a house on N. Garfield. There was one situation and two domestics. Trustee Nier asked if the snow parking signs were up. Joe Moore reported that they are up, and that the east-bound and west-bound signs have been up since February. President Nelson asked if an office could look at the street lights that are out in the evenings while on patrol. Chief Waitkus noted that they have a log of lights out.

- **Parks & Recreation**

Kari Schaddelee provided a detailed summary of items to the board. The summary included details of: Program Updates since the 2/25 meeting, Upcoming & Still Planning items, Miscellaneous items. There was a quorum at the March Advisory Committee Meeting. Trustee Nier noted that there is an interest in large activities, such as fund raisers. There was a discussion.

- **Water & Sewer**

Dale Youngers reported that the board should have a copy of the EPA Inspection. The Inspector asked Mr. Youngers to provide documents to him. One of the documents is a fiscal report, which he didn't think had been done yet. Trustee Nier stated that he will ask the Village Clerk to get one. Dale Youngers stated that he needs a copy of that report, and that if it's not already done, it needs to be done. Mr. Youngers reported that he spoke with Joe Moore on the sludge line that's plugged up. Mr. Moore contacted Trustee Nier and they will get a quote.

- **Public Works**

Joe Moore reported on the sludge line. They had the sanitary line televised from Foster to Rees. That line will need to be addressed before they do the highway. Mr. Moore reported that they will open the park when it's not freezing at night any more. He will have an annual quote on the tornado siren for the next meeting.

- **Village Clerk**

President Nelson reported that the Village Clerk is at Walt Disney World as her daughter is performing there with the HBR Wind Ensemble. Deputy Clerk Barnett noted there was nothing to report at this time.

COMMITTEE REPORTS

- **Harvesting Our Future**

Trustee Constant reported that they are working on finalizing contract language for 2 projects to be ready for the last meeting in April. A press release and was issued regarding the \$10,000 grant that will support the Harvesting Our Future priority projects. and that was posted to the village website today.

- **Finance & Economic Development**

N/A

- **Public Safety**

Agenda item for discussion/approval: *Hazard Mitigation Action Plan*

Trustee Riforgiate led a discussion regarding the plan. It is a DeKalb County plan, and the Village is a member participant. Joe Moore is working with Daniel Roop on getting a completed report in the mail to the county as soon as possible.

- **Streets & Alleys**

Agenda item for discussion/approval: *3rd Saturday Brush Drop-off Service*

President Nelson reported that she spoke with Trustee Sellers about the drop-off service and about prior discussions on leaf and garbage. Overtime is paid on Saturdays, just for brush drop-off. If the board agrees, and message will be posted on the website stating that we are no longer offering 3rd

Saturday brush drop-off service. The consensus of the board was to discontinue the service.

- **Water & Sewer**

Jeff Nier reported that he has the RFP (Request for Proposal) for Utility Privatization that to be vote on, to run the proposal in the Chronical newspaper for three consecutive weeks. May 10, 2019 at 10:00 AM is the deadline to accept bids. The bids will be open at 11:00 AM that same day. There was a discussion. The RFP is just for the drinking water. The Village keeps the storm sewer. Joe Moore is getting easements associated with this discussion. Chris Ott asked if the easements can be negotiated, and Trustee Nier said yes. Trustee Nier moved to approve the Resolution “Whereas, the Village of Hinckley, Illinois operates a municipal water system and a municipal sanitary sewer system in accordance with the provisions of the Illinois Municipal Code; and Whereas, the President and the Board of Trustees of the Village of Hinckley (the “Corporate Authorities”) have determined that it is advisable, necessary and in the best interest of the public health, safety and welfare to offer for sale the water system and sanitary sewer system, together with any land or rights in land, and all improvements or personal property currently utilized in the operation of each system to qualified purchasers capable of serving the needs of the residents and businesses of the Village of Hinckley.”, and the “Notice of Sale of Real and Personal Property Owned by the Village of Hinckley and an Invitation to Bid Thereon”. Trustee Riforgiate seconded the motion. **Roll Call Vote:** Riforgiate-Aye, Nier-Aye, Constant-Aye, Nelson-Aye. Motion carried.

Trustee Nier will let the Attorney know and will give the Village Clerk what she needs for the notice.

- **Buildings, Grounds & Parks**

N/A

- **Personnel**

N/A

PUBLIC COMMENT

- Larry Menz of Miller St. asked why the siren has not gone off in the last few weeks, and that the siren should sound every Tuesday at 10:00 AM. Mr. Menz also noted that the Royal Estates sandwich-shaped sign at the corner of Hwy 30 and Sycamore is a hazard.

OPEN DISCUSSION

N/A

EXECUTIVE SESSION - pursuant to (5 ILCS 120/2(c)(1) (Meetings held to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body...)

At 8:10 PM Trustee Constant moved to enter into Executive Session pursuant to (5 ILCS 120/2(c)(1) (Meetings held to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body...) and Trustee Nier seconded the motion. Roll call vote: Riforgiate-Aye, Nier-Aye, Constant-Aye, Nelson-Aye. Motion carried.

_____ start of minutes by Attorney Gibbons

At 8:17p.m. Motion to start the executive session was moved by Trustee Constant, seconded by Trustee Nier. Roll call vote: Riforgiate: Aye, Nier – Aye, Constant – Aye, Nelson – Aye.

At 9:15 pm. Executive Session ended. Motion to end Executive Session by Trustee Constant, seconded by Trustee Nier. Roll call vote: Riforgiate – Aye, Nier – Aye, Constant – Aye, Nelson – Aye.

Motion carried.

At 9:16 p.m. Motion to reconvene regular Board Meeting by Trustee Riforgiate, seconded by Trustee Nier. Roll call vote: Riforgiate – Aye, Nier – Aye, Constant – Aye, Nelson – Aye. Motion carried

• **Agenda item for Discussion/Approval:** Hiring of Corina Boyle

At 9:17 p.m. Trustee Riforgiate moved to hire Corina Boyle as part-time Accounting Clerk for the Village of Hinckley at \$16.00/hour, seconded by Trustee Constant. Roll Call vote: Riforgiate – Aye, Nier – Aye, Constant – Aye, Nelson – Aye. Motion carried

ADJOURNMENT

Trustee Constant moved to adjourn the meeting at 9:20 p.m. This was seconded by Trustee Nier. Riforgiate – Aye, Nier – Aye, Constant – Aye, Nelson – Aye. Motion carried

_____ end of minutes by Attorney Gibbons.

The next Regular Meeting of the Village Board is scheduled for April 8, 2019.

Nancy Nelson, Village President

Rita Barnett, Deputy Clerk

Kristine Gibbons, Village Attorney