

VILLAGE OF HINCKLEY
REGULAR BOARD MEETING - MINUTES
March 26, 2018

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

Present: Trustees Mike Constant, Jeff Nier, Joe Diedrich, Chuck Riforgiate, and Christine Clark.
Quorum Established.

Absent: Trustee Tim Sellers.

Also Present: Village Clerk Elizabeth Losiniecki, Attorney Kristine Gibbons, Treasurer Dave Maroo, Joe Moore, Steve Dennison and 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

Resident Larry Menz asked if the mowing bids had been opened and Trustee Nier stated that they had. Mr. Menz stated that he thought that it was customary to open bids in public.

General Business

Agenda item for discussion/approval: 03/12/18 Regular Board Meeting Minutes

Trustee Constant moved to approve the 03/12/18 Regular Board Meeting minutes and Trustee Nier seconded the motion. Roll Call Vote: Clark-Aye, Riforgiate-Aye, Diedrich-Abstain, Nier-Aye, Constant-Aye. Motion carried.

Agenda item for discussion/approval: 03/12/18 Committee of the Whole Meeting Minutes

Trustee Nier moved to approve the 03/12/18 Committee of the Whole meeting minutes and Trustee Riforgiate seconded the motion. Roll call vote: Clark-Abstain, Riforgiate-Aye, Diedrich-Abstain, Nier-Aye, Constant-Aye. Motion carried.

Agenda item for discussion/approval: Payment of Invoices Due

Trustee Constant moved to approve the invoices as presented and Trustee Diedrich seconded the motion. Roll Call Vote: Clark-Aye, Riforgiate-Aye, Diedrich-Aye, Nier-Aye, Constant-Aye. Motion carried.

• President's Report

Agenda item for discussion/approval: FY 2018-2019 Regular Board Meeting Schedule

President Nelson presented the FY 2018-2019 Regular Board Meeting schedule for approval. Trustee Constant suggested that the document should be labeled FY 2018-2019 at the top. Trustee Diedrich moved to approve the FY2018-2019 meeting schedule and Trustee Clark seconded the motion. Roll Call vote: Clark-Aye, Riforgiate-Aye, Diedrich-Aye, Nier-Aye, Constant-Aye. Motion carried.

Agenda item for discussion/approval: Solar Panel Text Amendment Ordinance No. 2018-
Attorney Gibbons stated that the "solar panel text amendment" is really just a text amendment to amend the existing Village Code. She provided a brief explanation of the proposed changes, including the number of copies of documents that a variance petitioner is required to provide. Trustee Constant asked what happens in the event of an appeal and Attorney Gibbons stated that it would have to go to court. Trustee Nier moved to approve the proposed text amendment as submitted and Trustee Constant seconded the motion. Roll call vote: Clark-Aye, Riforgiate-Aye, Diedrich-Aye, Nier-Aye, Constant-Aye. Motion carried.

Agenda item for discussion/approval: Solar Panel Variance Request 530 E. McKinley Ordinance No. 2018-

Attorney Gibbons stated that the variance request was for solar panels to be allowed in the side yard, rather than the back yard as stated in the ordinance. She stated that she had prepared a staff report and findings of fact that recommends approval of the variance request. Trustee Constant stated that he had not seen or read the report as it was not provided prior to the meeting. President Nelson suggested that the Trustees take a moment to review the report. Attorney Gibbons stated that no objections were received or presented and that none of the neighbors or other residents came to the Public Hearing. Brief discussion followed while Trustee Riforgiate and Nier reviewed the drawings. Trustee Riforgiate moved to approve the zoning variance request and Trustee Clark seconded the motion. Roll call vote: Clark-Aye, Riforgiate-Aye, Diedrich-Aye, Nier-Nay, Constant-Aye. Motion carried.

Report of Officers, Trustees and Department Heads

• Treasurer's Report

Treasurer Maroo presented year to date revenue and expense information and a summary of funds. He stated that the water & sewer account continues to be underfunded and reminded everyone to continue to watch spending at all levels. Trustee Riforgiate asked if it was only water and sewer that were underfunded and Treasurer Maroo said yes, that this deficit has accumulated over time and that the debt service fee on the utility bill does not fully cover the loan payments.

• Attorney's Report

None.

• Engineer's Report

Steve Dennison stated that the Engineer's report would be provided later in the meeting, during the Streets & Alleys committee report.

• Chief of Police

Not present. President Nelson stated that Chief Everhart was out on medical leave.

• Parks & Recreation

President Nelson stated that Parks Program Coordinator, Molly Ferguson, had submitted her resignation effective March 30, 2018. She stated that the Personnel Committee is reviewing the job description and that the job will be advertised as soon as the job description is approved. Interviews will begin as soon as possible.

• Water & Sewer

Dale Youngers that he had received notice of two exceedances in February after excessive rain and snow melt. The exceedances were for biological ammonia levels and particulates. The water treatment facility processed 1.9 million gallons on February 20, 2018, not including by pass.

Mr. Youngers also stated that there is currently not enough dry sludge for pick up and spreading so the Village would not have that expenditure at this time. Discussion followed regarding whether or not the Village could go to a once per year spreading schedule and Dale and Steve Dennison advised against it.

Dale also stated that the EPA has come out with new guidelines regarding lead and copper in drinking water. He stated that this will require a materials inventory of every water main and service line all the way to the residence. There is a cross connection control survey that will have to be sent out every two years to aid in the discovery. This will go to all utility billing accounts with the next utility bill. It will also be posted on the Village website.

- **Public Works**

Joe Moore provided his monthly report and indicated that he would have more to present during the Streets & Alleys Committee report.

Committee Reports

- ° **Personnel**

Agenda item for discussion/approval: Park Program Coordinator Job Description

Trustee Clark stated that there are three Parks Board members whose terms have already expired and one that is expiring this year. This will need to be addressed. She will schedule a Committee meeting to discuss/review the Parks Program Coordinator job description.

- ° **Finance & Economic Development**

Agenda item for discussion/approval: Auditor Candidate Review

Trustee Constant provided proposals from two accounting firms to Trustees and stated that he and Treasurer Maroo had met with the candidates. He stated that Sikich had offered a new partner and staff for “all new eyes” and that both firms had recommended a move to an accrual based accounting system, based on new State Comptroller ruling. Mr. Constant stated that the Finance & Economic Development Committee recommends retaining Lauterbach & Amen, LLP for a three year contract. This is will be a savings of \$15,000.00 over three years. Attorney Gibbons stated that the contract can be awarded tonight but that a resolution would need to be passed at the next meeting authorizing the agreement. This will be on the April 9, 2018 Regular Board Meeting agenda. Trustee Constant moved to approve Lauterbach & Amen, LLP for a three year contract and Trustee Clark seconded the motion. Roll call vote: Clark-Aye, Riforgiate-Aye, Diedrich-Aye, Nier-Aye, Constant-Aye. Motion carried.

Agenda item for discussion/approval: IEPA Loan Interest Payment

Trustee Constant stated that the Illinois EPA had made a mistake in the original loan repayment schedule and that the Village owes another \$32,000.00. He stated that Steve Dennison (EEI) had come up with the following options: 1. Pay the IEPA now (or later) the full amount or 2. Pass an ordinance to adjust the original loan amount approved with ordinance 2012-10. The second option would fix the problem and not cause our payment to increase. Attorney Gibbons stated that the ordinance would need to be voted on. Treasurer Maroo clarified that the original ordinance does not match the total loan amount and that this would correct the discrepancy. Trustee Constant moved to approve option #2 and Trustee Diedrich seconded the motion. Roll call vote: Clark-Aye, Riforgiate-Aye, Diedrich-Aye, Nier-Aye, Constant-Aye. Motion carried.

Agenda item for discussion/approval: Sales Tax Referendum Ordinance No. 2018-

Trustee Constant stated that the sales tax referendum passed and that it would be effective July 1, 2018. The estimated annual revenue is \$75,000.00 and the Village will begin receiving payments quarterly from the State. Mr. Constant stated that this ordinance would need to be passed to impose the tax. Trustee Constant move to approve the Sales Tax Referendum Ordinance and Trustee Diedrich seconded the motion. Roll call vote: Clark-Aye, Riforgiate-Aye, Diedrich-Aye, Nier-Aye, Constant-Aye. Motion carried.

Trustee Constant stated that he had sent out an email to all Department Heads and Trustees regarding the upcoming appropriations budget and that information is due back to him by April 10, 2018. He also stated that there will be a working budget for FY 2018-2019.

Mr. Constant stated that the DeKalb County Community Foundation grant program committee had signed a contract with the Northern Illinois University Center for Governmental Studies, as part of the first phase of the grant process. He stated that a Facebook page had been created and that a list of

residents had been identified and contacted to participate as part of a larger committee to begin the discovery phase. He stated that a logo had been created and passed around a copy of such.

° **Public Safety**

None.

° **Streets & Alleys**

Agenda item for discussion/approval: MFT Road Program

Trustee Diedrich stated that Joe Moore would provide the report. Joe Moore reviewed repair options based on priority and funds available. Discussion followed regarding which streets were priority and the possibility of patching some in the interim until funds become available for full repair. Trustee Diedrich moved to repair N. Oak Street, Miller Avenue and View Street and to prioritize patching others if there is money left over. Trustee Riforgiate seconded the motion. Roll call vote: Clark-Aye, Riforgiate-Aye, Diedrich-Aye, Nier-Aye, Constant-Aye. Motion carried.

° **Buildings, Grounds & Parks**

Agenda item for discussion/approval: Mowing Contract Award

Trustee Nier stated that three quotes had been received and provided a summary page for Trustees to review. Trustee Diedrich stated that he did not feel that the East side of Sycamore Street should be included in the property list as it would set precedence for other non-Village owned properties. He also stated that he felt that any mulching should be done by Village employees, not contractors and that spraying needs to be done by a licensed contractor who has experience and insurance. Trustee Nier stated that the mowing of Sycamore Street had been added to the list due to historic neglect but that it could be easily removed from the list. He also stated that all three respondents have insurance for spraying. Insurance coverage was verified for all three respondents: Velazquez Landscape, Teach'em to Fish Landscape and Thorp Lawn Care. Mr. Nier also stated that the contract would cover April 15, 2018 through November 15, 2018 as opposed to October 15, 2018 as stated in the bid request. President Nelson stated that mulch was requested due to the way the Village Hall looks and that bushes need to be trimmed and weeds need to be taken care of. Trustee Nier stated that weed control would be taken off the contract due to concerns regarding the impact chemicals would have on the pollinator garden going in at the Village Hall. Trustees Riforgiate and Clark expressed agreement regarding the chemicals. Trustee Nier moved to approve Thorp Lawn Care for the 2018 mowing contract, (leaving out Sycamore Street, chemicals and mulch) and Trustee Constant seconded the motion. Roll call vote: Clark-Aye, Riforgiate-Aye, Diedrich-Aye, Nier-Aye, Constant-Aye. Motion carried.

Trustee Nier moved to amend the mowing contract end date to November 15, 2018 and Trustee Constant seconded the motion. Roll call vote: Clark-Aye, Riforgiate-Aye, Diedrich-Aye, Nier-Aye, Constant-Aye. Motion carried. President Nelson thanked Trustee Nier for all of the work he put into the mowing contract.

Agenda item for discussion/approval: Park Program

Trustee Nier stated that he and Trustee Sellers (absent) were seeking concurrence on the continuance of the Parks Program. All Trustees voiced their commitment to continue the Parks Program. Discussion followed regarding seeking a Parks Board Member to take over the coordinator position until a new coordinator can be hired. President Nelson stated that this would be a volunteer situation and that there would be no additional pay out to the Parks Board Member(s) that take over coordination in the interim. Trustee Constant stated that he would attend the March 29, 2018 Parks Advisory Board meeting and convey the information.

° **Water & Sewer**

No report.

Public Comment:

Residents Sabrina Geroulis and Jeffrey Gordon, 612 E. Lincoln Avenue, addressed the Board regarding the status of an alley on the north side of their property. Ms. Geroulis stated that they purchased the property fifteen months ago and were told at the time by former Office Manager, Cheryl Weiler, that the alley had been abandoned. Geroulis and Gordon have since been informed by DeKalb County that the alley was never formally abandoned. They request that the Village file the necessary papers to lift the easement on the alley. Discussion followed regarding a dispute with neighbors regarding use of the driveway on the 612 E. Lincoln Avenue property. Geroulis and Gordon stated that the plat of survey shows that the driveway belongs to 612 E. Lincoln Avenue. Attorney Gibbons stated that she would look into the situation. The residents restated their request to either have the alley formally abandoned or cut the concrete on Rees Street to allow other access to the adjacent properties.

Open Discussion:

None.

ADJOURMENT

Motion: Trustee Diedrich moved to adjourn the meeting at 8:58 PM. Trustee Nier seconded the motion. Voice Vote: All members voted yes. Motion carried.

The next Regular Meeting of the Village Board is scheduled for April 9, 2018.

Nancy Nelson, Village President

Elizabeth Losiniecki, Village Clerk