

VILLAGE OF HINCKLEY
REGULAR BOARD MEETING - MINUTES
April 30, 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, Tim Sellers, Jeff Nier, Chuck Riforgiate, and Christine Clark.
Quorum Established.

Absent: Trustee Joe Diedrich.

Also Present: Village Clerk Elizabeth Losiniecki, Attorney Kristine Gibbons, Treasurer Dave Maroo, Joe Moore, Chief Everhart, Dale Youngers (TEST, INC.), Barb Dettmer (ICCI), 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: 04/09/18 Regular Board Meeting Minutes

Trustee Constant moved to approve the 04/09/18 Regular Board Meeting minutes and Trustee Nier seconded the motion. Roll Call Vote: Clark-Abstain, Riforgiate-Aye, Nier-Aye, Sellers-Aye, Constant-Aye. Motion carried.

Agenda item for discussion/approval: Payment of Invoices Due

Trustee Constant inquired regarding the frequency of the Clark Mosquito payments and Trustee Nier stated that this was the first payment of the year. Village President Nelson inquired regarding the CDL exam invoice for Officer Pero and Chief Everhart stated that Officer Pero is a truck enforcement officer and has to have an annual CDL exam. Trustee Nier moved to approve the invoices as presented and Trustee Riforgiate seconded the motion. Roll Call Vote: Clark-Aye, Riforgiate-Aye, Nier-Aye, Sellers-Aye, Constant-Aye. Motion carried.

• **President's Report**

Agenda item for discussion/approval: Appoint Russell Kula as Tree Board Chairman

President Nelson stated that, as part of the Tree City USA certification process, the Village needs to appoint a Tree Board Chairman. Trustee Nier moved to approve the appointment of Russell Kula as Tree Board Chairman and Trustee Clark seconded the motion. Roll Call vote: Clark-Aye, Riforgiate-Aye, Nier-Aye, Sellers-Aye, Constant-Aye. Motion carried.

Agenda item for discussion/approval: Police Radios

Village President Nelson asked Chief Everhart to discuss this item. Chief Everhart stated that the County is upgrading their E911 dispatch equipment and as such, the Police Department would need to purchase new radios to be able to communicate with dispatch. She stated that DeKalb County is offering a loan program for the purchase of the radios. Chief Everhart presented loan purchase information for six radios. Discussion followed regarding the dispatch operations in the County and surrounding municipalities, purchase costs per unit, life expectancy, and the quantity requested. Trustee Riforgiate moved to approve the purchase of four radios. Trustee Clark seconded the motion. Trustee Constant stated that he is hesitant to approve a request with a blank line item for total

amount. Trustee Riforgiate rescinded his motion and President Nelson suggested tabling the vote until the May 14, 2018 meeting. Chief Everhart stated that she would get a new quote based on four radios.

Agenda item for discussion/approval: Escape Room Permit

Village President Nelson stated that the property owner of 125 S. May Street had been issued a residential permit to renovate the structure. In the course of the renovation, the owner decided to convert the home into an “escape room” for commercial purposes. The property is in the B-1 district but has always been a single family home. The owner called the building inspector and the Village President to discuss the change in plans and to seek guidance on the required permitting for the commercial operation. Attorney Gibbons stated that, after reviewing the allowable uses in B-1, the closest description they could find was for “amusement/arcade”. She stated that the Trustees would have to vote to determine whether or not they felt that this description fit the intended purpose. She stated that once a classification was agreed upon, the owner would need to re-apply for a commercial permit, including the submission of a business plan that would include a parking and occupancy. She also stated that the owner could pursue a zoning text amendment for an “escape room.” Further discussion followed regarding maximum occupancy, parking and business plans. Trustee Constant and Attorney Gibbons stated that the owner would need to apply for a special use permit and go through the Zoning Board of Appeals. Discussion tabled.

Agenda item for discussion/approval: DCEDC Annual Contribution

Village President Nelson stated that the annual contribution to the DeKalb County Economic Development Corporation is due. She stated that the requested contribution is \$500.00 but that the Village could contribute less. Trustee Sellers moved to approve a \$500.00 contribution to the DCEDC and Trustee Constant seconded the motion. Roll Call vote: Clark-Aye, Riforgiate-Aye, Nier-Aye, Sellers-Aye, Constant-Aye. Motion carried.

Village President Nelson stated that Trustee Diedrich is in the hospital again and extended well wishes for him and his family.

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 Sellers asked how our current financial situation compares to this time last year and Treasurer Maroo stated that he would run the necessary reports and provide that information at the next meeting.

• Attorney’s Report

None.

• Engineer’s Report

Not present.

• Chief of Police

Chief Everhart provided her monthly report summary and stated that the Police Department has been busy. She also stated that she had been approached by the Village of Big Rock regarding the possibility of entering into an Inter-Governmental Agreement for police coverage. She stated that this is a preliminary discussion and that she was seeking input from the Trustees. Discussion followed regarding scheduling, costs, insurance, vehicle use, and time frame. President Nelson stated that this item will be on an agenda at a later date. Attorney Gibbons stated that she would begin work on the agreement if there was consensus to do so from the Trustees. There was additional discussion

regarding scheduling and costs. There was consensus among the Trustees to move forward with the negotiations.

- **Parks & Recreation**

No report.

- **Water & Sewer**

Dale Youngers Stated that he was in the process of updating the emergency response plan and that he needed current contact information for some of the Trustees. He also stated that he had gone to Springfield for a Plant Operators conference. Hinckley did not win the award but was among the top five plants selected. Mr. Youngers presented President Nelson with recognition plaque from the Illinois Water Resource Operators. Dale also said that the IEPA lead surveys continued to be tuned in and that he was pleased with the response rate. Fire hydrant flushing will begin the week of May 7, 2018.

Mr. Youngers also informed the Board that there had been a leak in the UV disinfection system that caused algae growth. Attempts were made to seal the leak, including welding a patch. The welding work cost more than anticipated and Mr. Youngers apologized for the unexpected expenditure.

- **Public Works**

Agenda item for discussion/approval: Village Hall Sign Maintenance

Joe Moore provided his monthly report and stated that the annual siren maintenance had been done. He also stated that the lights in the sign at the Village Hall were not working. The cost to repair the electronic ballasts is \$184.62 or the sign could be upgraded to LED lights for a cost of \$826.50.

Discussion followed regarding the cost savings associated with LED lighting. Trustee Sellers moved to approve the LED upgrade for a cost of \$826.50 and Trustee Riforgiate seconded the motion. Roll call vote: Clark-Aye, Riforgiate-Aye, Nier-Nay, Sellers-Aye, Constant-Aye. Motion carried.

Committee Reports

- ° **Personnel**

Agenda item for discussion/approval: Park Program Coordinator

Trustee Clark stated three candidates had been interviewed and that the Personnel Committee recommends the hiring of Sabrina Geroulis for the Parks Program Coordinator position. Trustee Clark moved to approve the hiring of Ms. Geroulis for the Parks Program Coordinator position and Trustee Constant seconded the motion. Roll call vote: Clark-Aye, Riforgiate-Aye, Nier-Aye, Sellers-Aye, Constant-Aye. Motion carried. President Nelson welcomed Ms. Geroulis to the team and Trustee Clark stated that she would schedule a Personnel Committee meeting for this week or next week.

- ° **Finance & Economic Development**

Agenda item for discussion/approval: Appropriations Budget

Trustee Constant stated that he is working with Treasurer Maroo and Department Heads to put together the necessary information. He stated that the appropriations budget is not due until the end of the first fiscal quarter.

Agenda item for discussion/approval: Ordinance Amending Village of Hinckley Ordinance

NO. 2012-10

Attorney Gibbons explained that the Trustees needed to vote to approve increasing the debt limit on the original ordinance to cover the mistake made by the IEPA in fixing the original loan amount. Trustee Constant moved to approve the Ordinance Amending the Village of Hinckley Ordinance NO. 2012-10 and Trustee Nier seconded the motion. Roll call vote: Clark-Aye, Riforgiate-Aye, Nier-Aye, Constant-Aye. Motion carried.

Trustee Constant stated that the Harvesting Our Future survey is open until May 4, 2018 and that a

link is available on the Village website. He stated that there would be a separate survey for business owners.

Mr. Constant stated that he, Treasurer Maroo and Clerk Losiniecki had met with the representative from Lauterbach and Amen for the preliminary audit meeting. The field work will be performed the week of June 4, 2018 and the final presentation to the Board will be on August 27, 2018.

° **Public Safety**

Trustee Riforgiate stated that he would deviate from the agenda order of listed items.

Agenda item for discussion/approval: Police Department Vehicle lease/purchase

Trustee Riforgiate stated that in order to maintain police department functionality it would be necessary to have regular fleet rotation. He reviewed the current status of the Police vehicles and the lease proposal received for a new 2018 Ford Explorer. Discussion followed regarding radio compatibility, black squad car for trade in, and other options. Trustee Riforgiate moved to approve the 5 year lease of a 2018 Ford Explorer not to exceed \$38,000.00. Trustee Sellers seconded the motion. Roll call vote: Clark-Aye, Riforgiate-Aye, Nier-Nay, Sellers-Aye, Constant-Aye. Motion carried.

Agenda item for discussion/approval: Update Village's Building & Safety Codes and Ordinances

Trustee Riforgiate stated that he is proposing to move the Village from the 2006 code council to the 2015 International Code Council. Discussion followed regarding the 2015 code requirement for sprinklers in all new residential construction. Attorney Gibbons stated that many municipalities that adopt the 2015 code have elected to amend out the sprinkler requirement. Further discussion occurred regarding the expense of purchasing new code books, the potential deterrence to new developers if sprinklers are required. A roll call vote was taken and all Trustees voted in favor of having the attorneys review the new code. Attorney Gibbons stated that she would review the information and provide feedback at the next meeting.

Agenda item for discussion/approval: Review Village's Current Code Consulting Company

Trustee Riforgiate stated that the Village had been looking into replacing the current Code Consulting Company, Safebuilt, and that a variety of options had been investigated. He stated that the Public Safety committee recommends ICCI out of Somonauk. Mr. Riforgiate invited Barb Dettmer, from ICCI, to give a brief presentation. Ms. Dettmer provided a brief overview of the services they provide and discussed response times, fee schedule, and past history with Hinckley. Trustee Riforgiate moved to approve ICCI as the new building and code consulting company and Trustee Sellers seconded the motion. Roll call vote: Clark-Aye, Riforgiate-Aye, Nier-Aye, Sellers-Aye, Constant-Aye. Motion carried. Trustee Riforgiate stated that the required sixty day notice would be drafted and sent by the attorneys.

° **Streets & Alleys**

No report. Joe Moore stated that Fitzgerald Electric would be out soon to repair three street lights on Prairie View.

° **Buildings, Grounds & Parks**

Agenda item for discussion/approval: Ordinance Amending Chapter 54 of the Village Code of Ordinances Governing Parks and Recreation Board Member Residency Requirement

Trustee Sellers introduced the proposed ordinance amendment requiring residency for Parks Board members and stated that he did not support the amendment. Discussion followed regarding the residency requirements for various Village committees and positions and it was agreed that the requirement would be amended to residency within 1 ½ miles of the Village. President Nelson suggested tabling the discussion until the attorneys could make the requested changes to the proposed amendment.

Agenda item for discussion/approval: Garbage Contract Electronic Recycling & Hazardous Waste Collection Dates

Trustee Sellers stated that DC Trash was interested in securing dates for electronic recycling and hazardous waste collection. After a brief discussion it was agreed that the dates would be the 3rd Saturday in June, 2018 and the 3rd Saturday in October, 2018.

Agenda item for discussion/approval: Garbage Contract Garbage pick-up day

Trustee Sellers stated that the Village could have Thursday or Friday for garbage collection. Monday is not available. All Trustees agreed to select Thursday for garbage collection.

Agenda item for discussion/approval: Termination of Waste Management Contract

Trustee Sellers stated t that the Waste Management contract needed to be canceled by June 1, 2018. Attorney Gibbons requested a copy of the current contract so that she could begin to prepare the cancellation notice. She also stated that she is clarifying items for the DC Trash contract and that it would be ready for approval at the May 14, 2018 meeting. Discussion followed regarding port-o-lets at the parks and parks board members with expired terms. Trustee Clark stated that she would work with the parks board members to determine interest.

° Water & Sewer

No report.

Public Comment:

Resident Larry Menz stated that he felt that the sprinkler requirement should be left in the new building code for the safety of multi-family properties.

Open Discussion:

None.

ADJOURNMENT

Motion: Trustee Riforgiate moved to adjourn the meeting at 9:25 PM. Trustee Clark seconded the motion. Voice Vote: All members voted yes. Motion carried.

The next Regular Meeting of the Village Board is scheduled for May 14, 2018.

Nancy Nelson, Village President

Elizabeth Losiniecki, Village Clerk