

VILLAGE OF HINCKLEY
REGULAR BOARD MEETING - MINUTES
May 15, 2017

CALL BOARD MEETING TO ORDER: Meeting was called to order by President Nelson at 7:00 PM.

Present: Trustees Tim Sellers, Joe Diedrich, and Mike Constant. Quorum Established.

Absent: Trustee Jeff Nier.

Also Present: Village Clerk Elizabeth Losiniecki, Attorney Kirsten Casas, Cheryl Weiler, Joe Moore, Chief Everhart, Pete Wallers, Dave Maroo, Christine Clark, Chuck Riforgiate, 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.

Agenda item for Discussion/Approval: Appointment of Village Treasurer

Trustee Diedrich moved to approve the appointment of Mr. David Maroo as Village Treasurer and Trustee Constant seconded the motion. Roll Call Vote: Diedrich-Aye, Sellers-Aye, Constant-Aye. Motion carried.

Agenda item for Discussion/Approval: Appointment of Village Trustee(s)

Trustee Constant stated that he had met with both candidates and appreciates their interest and willingness to serve as Village Trustees. Trustee Constant moved to approve the appointment of Mr. Chuck Riforgiate to fill the open Trustee position not filled during the election. This will be a two year appointment until the next general election. Trustee Diedrich seconded the motion. Roll Call Vote: Diedrich-Aye, Sellers-Aye, Constant-Aye. Motion carried.

Trustee Diedrich moved to approve the appointment of Ms. Christine Clark to fill the open Trustee position vacated by Nancy Nelson. This appointment will be for the remaining two years left on former Trustee Nelson's term. Trustee Constant seconded the motion. Roll Call Vote: Diedrich-Aye, Sellers-Aye, Constant-Aye. Motion carried.

Agenda item: Swearing in of newly appointed officials

Village Clerk Losiniecki swore in:

Mr. David Maroo, Village Treasurer

Mr. Chuck Riforgiate, Village Trustee (2 year term)

Ms. Christine Clark, Village Trustee (2 year term)

Agenda item: IT Support Contract Presentations

Mr. Lincoln Ekle from On-Site Computer Guy stated that his company had been supporting the Village IT infrastructure for ten years and asked why the Village was soliciting quotes from other companies. President Nelson stated that the Trustees felt it was prudent to review all contracts and seek competitive bids to be sure the Village was getting the best they could. A brief discussion followed with questions and answers regarding the quote from On-Site Computer Guy.

Mr. Mike Van Offeren from Stateline Technologies stated that his company has been supporting municipalities, libraries, police departments and fire department in the northern Illinois area for eighteen years. A brief discussion followed with questions and answers regarding the quote.

Agenda item for discussion/approval: 05/01/17 meeting minutes

Trustee Diedrich moved to approve the previous meeting minutes and Trustee Sellers seconded the motion. Roll Call Vote: Diedrich-Aye, Sellers-Aye, Constant-Aye. Motion carried.

Agenda item for discussion/approval: Payment of Invoices Due

Trustee Sellers stated that he had questions regarding the invoices from ComEd that were showing previous balances on each monthly bill. Cheryl Weiler stated that she would look into it and provide an answer at a later time. All Trustees agreed to hold the ComEd bills for payment until an answer is provided to Mr. Seller's question. Trustee Sellers inquired regarding the real estate tax bill. President Nelson suggested holding the second tax payment until September when the next payment is due. All Trustees agreed to hold the real estate tax payment until September. Trustee Sellers moved to approve the invoices due and the first installment of real estate taxes with the bills withheld for ComEd and the second installment real estate taxes. Trustee Diedrich seconded. Roll Call Vote: Clark-Aye, Riforgiate-Aye, Diedrich-Aye, Sellers-Aye, Constant-Aye. Motion carried.

●Report of Officers, Trustees and Department Heads and Action Items

Treasurer

None.

Attorney

Attorney Casas stated for clarification that the resignation of Trustee Nelson (accepted at the 05/01/17 Regular Board Meeting) did not require Board approval, as suggested by a member of the audience at the May 1, 2017 meeting.

Engineer's Report – EEI

Agenda item for discussion/approval: Sanitary Sewer Line repair

Mr. Pete Wallers stated that the Village had three options to consider for the repair of the main sanitary sewer line and that those options were detailed in the handout provided. Mr. Wallers stated that the option to excavate and point repair was the best option and that he had worked with Joe Moore to identify contractors. Mr. Wallers provided a bid summary report and stated that by-pass pumping was included as an option in all of the quotes. Mr. Wallers stated that the low bidder was Superior Excavating. Trustee Constant asked for an explanation as to why there was such wide range in the prices quoted from the contractors. Mr. Wallers explained that some contractors don't have enough work and they bid low to get the job, while other contractors have too much work and bid high because they don't want the job. After a brief discussion, Mr. Wallers stated that this would be a "managed emergency repair" that needs to be done before June 18, 2017. He reminded the Trustees that this is the main line that serves the Village and that he recommends awarding the contract to the low bidder. He also stated that the Public Works department would handle the restoration. Trustee Sellers moved to award the contract to Superior Excavating, not to exceed \$8,000.00. Trustee Diedrich seconded the motion. Roll Call Vote: Clark-Aye, Riforgiate-Aye, Diedrich-Aye, Sellers-Aye, Constant-Aye. Motion carried.

Mr. Wallers stated that the delivery of the concrete blocks for the sludge storage building would be coordinated with Joe Moore and that further information would be available at a later date.

PRESIDENT'S REPORT

Agenda item for discussion/approval: ComEd Tree Trimming

President Nelson stated that ComEd power line tree trimming would be on-going this summer and that Asplundh Tree Experts would be doing the work. A map was provided and will be posted on the Village website. Joe Moore stated that ComEd had notified all residents affected.

Agenda item for discussion/approval: Electric Service Aggregation Ordinance

Trustee Diedrich moved to approve the electric service aggregation ordinance and Trustee Sellers seconded the motion. Roll Call Vote: Clark-Aye, Riforgiate-Aye, Diedrich-Aye, Sellers-Aye, Constant-Aye. Motion carried.

Agenda item for discussion: Amending Committee System

President Nelson stated that she would like to go back to the Committee Structure as outlined in the Hinckley Municipal Code. The Committees will be: Personnel, Finance, Water & Sewer, Public Safety,

Buildings & Grounds, and Streets & Alleys. President Nelson is working with Attorney Casas and will have committee assignments by the first meeting in June. Trustee Constant asked if there is an ordinance that was passed doing away with the committee structure that would have to be amended and President Nelson stated that she and the attorney were looking into that. Trustee Sellers asked if the committees had to follow the same guidelines for agendas and minutes that the Board meetings follow and Attorney Casas indicated that they do. Agendas have to be posted forty-eight hours in advance of any public meeting. Minutes of the meeting are recorded by the committee chairperson and the Village Clerk does not attend these meetings. No objections were voiced by the Trustees regarding this change of procedure.

Agenda item for discussion: Landmark Dividend LLC Lease Easement Purchase

Trustee Diedrich stated that the discussion should be tabled until the new Trustees and Treasurer have the opportunity to review the proposal. Attorney Casas stated that the choice is between a small amount of money over a long period of time versus a large one-time lump sum payment. President Nelson suggested a Committee of the Whole meeting prior to the June 5th meeting to discuss in detail the options. All Trustees agreed to a Committee of the Whole meeting at 6:30pm on June 5, 2017 to discuss the Cell Tower lease.

Chief of Police - Chief Everhart:

Chief Everhart provided a copy of her monthly report to Trustees and noted that it was a two week view as she had attended the first meeting in May, as well, and had provided a report. She stated that her squad car is in for 60,000 mile maintenance and should be back Wednesday. She stated that her air conditioner still needed to be repaired and President Nelson asked Chief Everhart to bring an estimate to the next meeting. President Nelson inquired regarding a past due invoice from ISAWWA and Chief Everhart stated that she would look into it. Trustee Sellers asked what training the officers had been attending and Chief Everhart stated that Officer Michaels had been to homicides investigations training and Officer Meisner had been to drug detection training.

Public Works – Joe Moore:

Agenda item for discussion/approval: Line Locator replacement

Joe Moore handed out his monthly report and stated that he had looked for lower priced units without much success. After a brief discussion regarding batteries, Trustee Constant moved to approve the purchase of a new line locator (with batteries) from HD Supply, not to exceed \$7390.00. Trustee Diedrich seconded the motion. Roll Call Vote: Clark-Aye, Riforgiate-Aye, Diedrich-Aye, Sellers-Aye, Constant-Aye. Motion carried.

Agenda item for discussion/approval: IPWMAN agreement

Attorney Casas reported that she had gotten the agreement in an editable format but that she still had not received the by-laws or operating agreement. All Trustees agreed to table the discussion until the next meeting on June 5, 2017.

Joe stated that he was helping 84 Lumber to improve drainage by removing excess vegetation and asked if 84 Lumber could burn the brush on-site. Chief Everhart stated that the Police Department would need to be notified and that it would have to be a controlled burn. Trustee Constant stated that it would be a one-time only agreement. President Nelson suggested that residents could be notified via a posting on the website and via CODE RED.

Office Manager – Cheryl Weiler

Cheryl stated that a copy of her monthly report was in the Board packet. She stated that the electronic recycling event was booked for June 17, 2017 and would be located on the west side of the Village Hall parking lot. As more information is available she will provide it. President Nelson

suggested putting a notification in the Hinckley Update. Cheryl provided information on upcoming training available to Village Officials, one of which was IEMA (Illinois Emergency Management Association) training. President Nelson stated that she would be forming an ad hoc emergency preparedness committee comprised of Village Trustees, employees, local business owners, and residents and suggested that those people may also like to attend the training. Attorney Casas clarified that an ad hoc committee could meet once or more but is not a standing committee. An ad hoc committee dissolves after providing findings to the Board.

Joe Moore asked if the Board wanted the Public Works department to resume brush drop-off for residents on the third Saturday. All agreed that Saturday brush drop-off would be an agenda item for the next meeting.

TEST – Dale Youngers:

President Nelson stated that Mr. Youngers was not able to attend the meeting and that hydrant flushing would begin on May 22, 2017. She said that the water tower inspection had to be delayed until July 25, 2017 due to relief valves not working properly. Pete Wallers stated that well 3 and well 5 were both online and running combined. He said that it's wise to be able to run both wells at the same time and that it would be needed during the tower inspection.

At 8:30 pm, Trustee Diedrich moved to enter into EXECUTIVE SESSION TO DISCUSS pursuant to (5 ILCS 120/2(c)(1) (Meetings to consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees). Trustee Constant seconded the motion. Roll Call Vote: Clark-Aye, Riforgiate-Aye, Diedrich-Aye, Sellers-Aye, Constant-Aye. Motion carried.

At 9:56 pm, Trustee Diedrich moved to reconvene the Regular Board Meeting. Trustee Riforgiate seconded. Roll Call Vote: Clark-Aye, Riforgiate-Aye, Diedrich-Aye, Sellers-Aye, Constant-Aye. Motion carried.

Committee Reports

° Administration:

Agenda Item for Discussion/Approval: IT Support Contract

Trustee Sellers asked office staff about their thoughts regarding current IT support. Cheryl Weiler stated that she had no problem with the current vendor. President Nelson stated that IT support intern, Daniel Roop, and Village Clerk Losiniecki both recommend Stateline. Chief Everhart stated that she would prefer a vendor that can do remote access. Trustee Constant moved to award the IT support contract to Stateline Technologies and Trustee Riforgiate seconded the motion. Roll Call Vote: Clark-Aye, Riforgiate-Aye, Diedrich-Aye, Sellers-Aye, Constant-Aye. Motion carried.

Agenda item for Discussion/Approval: Resolution to Amend the Village Clerk Appointment from a Part-time position to a Full-time position

Trustee Constant moved to approve the resolution to amend the Village Clerk position from part-time to full-time and Trustee Clark seconded the motion. Roll Call Vote: Clark-Aye-Riforgiate-Aye, Diedrich-Aye, Sellers-Aye, Constant-Aye. Motion carried.

Agenda item for Discussion/Approval: Joe Moore and Ceneca Wagner pay increase

Trustee Constant moved to approve a 2% pay increase for Joe Moore retroactive to May 1, 2017. Trustee Diedrich seconded the motion. Roll Call Vote: Clark-Aye, Riforgiate-Aye, Diedrich-Aye, Sellers-Aye, Constant-Aye. Motion carried.

Trustee Constant moved to approve a 2% pay increase for Ceneca Wagner retroactive to May 1, 2017

and Trustee Diedrich seconded the motion. Roll Call Vote: Clark-Aye, Riforgiate-Aye, Diedrich-Aye, Sellers-Aye, Constant-Aye. Motion carried.

° **Public Safety:** No report.

° **Public Works:** No report.

Public Comment:

Resident Larry Menz inquired regarding the appointment of Mr. Maroo as Village Treasurer and asked if there was a conflict of interest because Mr. Maroo is employed by a bank where the Village has an account. Attorney Casas stated that there is no conflict of interest because the Treasurer does not decide the disposition of the Village's money alone. Rather, the Treasurer seeks the approval of the Board for all financial matters. Mr. Menz suggested that an ordinance allowing the Treasurer to transfer money between accounts would need to be changed to avoid any possible conflict. Trustee Constant stated that such an ordinance could be changed and that the Village staff would look into identifying any such ordinances. Mr. Menz asked if the job description and pay would be the same for Mr. Maroo as it was for the former Treasurer and President Nelson said yes.

Mr. Menz inquired regarding the Village Clerk's pay and President Nelson stated that it would be discussed and voted on at the next meeting.

Resident Pam Mackey suggested putting information regarding the recycling event in the garage sale flyers. All agreed.

Trustee Sellers inquired regarding implementing a Facebook page for the Village. He stated that many progressive municipalities have done so with success. He stated that the Police Department has had good success with their Facebook page. President Nelson stated that is was something that could be considered and discussed at a later date. Trustee Constant stated that the Village website had improved greatly and Attorney Casas stated that public comment (on a Facebook page) may have to be restricted to preserve first amendment protection. President Nelson wondered about Open Meeting Act compliance with Trustees commenting on topics posted. All agreed to discuss further at a later time.

ADJOURMENT

Motion: Trustee Constant moved to adjourn the meeting at 10:22 PM. Trustee Diedrich seconded the motion. Voice Vote: All members voted yes. Motion carried.

The next Regular Meeting of the Village Board is scheduled for June 5, 2017.

Nancy Nelson, Village President

Elizabeth Losiniecki, Village Clerk