

VILLAGE OF HINCKLEY
COMMITTEE OF THE WHOLE MEETING - MINUTES
May 26, 2020
REMOTE VIA TELECONFERENCE
[IMMEDIATELY FOLLOWING REGULAR BOARD MEETING]

NOTE: PURSUANT TO GUBERNATORIAL EXECUTIVE ORDER 2020-07 (AND EXTENDED BY EXECUTIVE ORDER BY 2020-33), THE VILLAGE BOARD AND MEMBERS OF THE PUBLIC ARE ENCOURAGED TO PARTICIPATE IN THIS MEETING REMOTELY VIA VIDEO AND TELECONFERENCE.

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CALL BOARD MEETING TO ORDER: Meeting was called to order by Village President Nancy Nelson at 8:27 PM. Roll call was taken showing the following:

Present: Trustees Lou Manivong, Daniel Roop, Walter Rainford, and Mike Constant. Quorum Established.

Absent: Trustees Christine Clark and Chuck Riforgiate.

Also Present: Village Clerk Elizabeth Losiniecki, Chief Gettemy, Attorney Josef Kurlinkus, Treasurer Maroo, Ceneca Wagner, Dale Youngers (TEST, Inc.), Chris Ott (EEL), and Members of the Public.

PUBLIC COMMENT on Agenda Items Scheduled for Action Only

None.

GENERAL BUSINESS

Agenda item for Discussion/Approval: Committee of the Whole meeting minutes from 01/27/20 and 05/11/20

Trustee Constant stated that he had been mistaken at the last meeting and apologized for delaying the vote on the previous minutes. Trustee Constant moved to approve the 01/27/20 and 05/11/20 Committee of the Whole meeting minutes and Trustee Roop seconded the motion. Roll call vote: Manivong-Aye, Roop-Aye, Rainford-Aye, Constant-Aye. Motion carried.

PRESIDENT'S REPORT:

• **Agenda item for Discussion and Recommendation:** Regarding Parks Program
President Nelson stated that a new Park Program Coordinator is needed but that there are no programs running right now due to the COVID 19 restrictions on public gatherings. Trustee Constant suggested suspending the Parks Program until things change.

° **Personnel**

Agenda item for Discussion and Recommendation Regarding Park Program Coordinator

Trustees Manivong, Roop and Rainford feel that candidate search and selection should begin now so that someone is already in place. President Nelson suggested suspending programs and look for candidate. The opening will be posted on the website.

Agenda item for Discussion Regarding Utility Billing Clerk Position

Nelson stated that phone interviews have taken place and the process will continue after the holiday. Treasurer Maroo stated that the job ads (for Parks Program and Utility Billing) are meaningless because so many people are unemployed right now and the office is inundated with unqualified applicants. President Nelson suggested posting the job opening on the website. Trustee Constant agreed with Maroo, stating that job ads are a waste of time. Constant also mentioned the two open seats for the Planning Commission.

Agenda item for Discussion Regarding Employee Health Insurance

President Nelson stated that the employee health insurance renewal time is approaching and that the new options were distributed to Trustees for review.

° **Finance & Economic Development**

Agenda item for Discussion and Recommendation: Cell Tower Land Lease Contract Renewal

Trustee Constant stated that he has been in contact with the broker for the land lease agreement. American Cell Tower owns the tower and MD7 is the broker. Chris Ott was able to get cell tower lease information from other municipalities. Constant also talked to Derek Hiland and Jolene Willis (DeKalb County) and they will be sending information from other communities within the county.

There was a discussion regarding how the tower company can change the existing agreement and Attorney Kurlinkus stated that the contract renews every five years, and this is a part of the renewal process. Constant stated that the tower company wants to buy out the lease or lower the monthly payments. He does not feel that the Village should accept lower monthly lease payments.

Constant also stated that this negotiation is a “legal quagmire” and needs a response from the Village attorneys, not Trustee Constant. Attorney Kurlinkus offered to meet with Constant next week to discuss and added that the exclusivity clause needs to be addressed. Constant stated no to the reduction in monthly payment amount and no to exclusivity and asked Treasurer Maroo to weigh in on exclusivity.

Treasurer Maroo stated that the tower needs valuation and that a lease term needs to be negotiated. He suggested getting a professional evaluation/valuation. Ott offered a comparison to the Village of Burlington, whose brand-new tower is negotiated at \$1400.00 per month.

Constant reminded everyone that June 1, 2020 is the deadline for submissions for the appropriations ordinance.

° **Public Safety**

Agenda item for Discussion Related to Property Violations

President Nelson stated that she had a meeting with Attorney Kurlinkus, Chief Gettemy and Seth Sommer (B&F) regarding property violations and that a plan is being developed.

° **Streets & Alleys**

Agenda item for Discussion and Recommendation regarding Sidewalk repair program

This item will be held over to the next meeting so that Trustee Riforgiate can participate.

Agenda item for Discussion and Recommendation regarding 435 Clark Street

Nelson stated that she had received a complaint regarding storm drainage on Clark Street and that a collapsed section of (Village) drainage tile needs to be repaired. Ceneca Wagner stated that it will be televised to determine the location of the collapse and then repaired.

Agenda item for Discussion and Recommendation regarding Verizon Broadband/One Talk for Public Works and WWTP

Trustee Manivong stated he had been reviewing the Verizon bills for the WWTP and Public Works

facility and the Village can save over \$100.00 per month by switching from Frontier to Verizon Broadband. This item will be on the agenda for the next Regular Board meeting.

° **Buildings, Grounds & Parks**

Agenda item for Discussion and Recommendation related to *Potential Donation to the Village of property located at 142 W. Lincoln Avenue (Marwaha Building) by Dr. Vijay Marwaha*

Attorney Kurlinkus stated that he has not met with Dr. Marwaha. He stated that the medical equipment needs to be assessed for value. A phase 1 environmental assessment needs to be done on the building, as well as a title search. Trustee Manivong asked if the building could be a part of the Rebuild Illinois grant and Kurlinkus replied that it would depend on the use. Chris Ott stated that he would check into it but that the grant application is due June 30, 2020.

° **Water & Sewer**

Agenda item for Discussion and Recommendation relate to *Water Tower Project*

Trustee Manivong stated that he is working with EEI and TEST to develop a plan so that the project can be completed next year.

Dale Youngers stated that he had a conference call last week with EEI regarding concerns that he has related to the project. He explained the regeneration phase and the resulting swing in pressure that occurs, which can create system wide pressure fluctuations. These pressure fluctuations can take the well out of service for up to 30 minutes, causing a system wide loss of pressure, which then requires boil orders. Mr. Youngers went on to say that health department protocols for businesses after a boil order are very expensive. He suggests trying to obtain permission/approval from the EPA to bypass the softening/radium treatment phase during the rehabilitation project. This would mean no radium removal during that timeframe.

Agenda item for Discussion and Recommendation related to *Invoice Cloud ePayment Proposal*

Trustee Roop stated that the implementation of this type of service would save on postage and employee time mailing bills and processing payments. Features would include direct debit, auto pay and electronic bill presentation. There would be a \$250.00 per month portal access fee for the Village and transaction fees for the residents that chose to use the service. Trustee Manivong asked if it were possible to trial the program and Roop responded that it would not be worth the time to go through all the necessary steps to implement it for only a short period of time. Roop stated that there are other companies with similar offerings, but this company was recommended by MSI.

Trustee Constant asked how this would be implemented and Roop stated that an integration plan would need to be developed. Constant asked who would implement the new service. Roop stated that “user intervention” would be required. This item will be on the next agenda for discussion/approval.

Trustee Manivong thanked Ceneca Wagner and the Public Works department for taking care of Prairie View Street.

Dale Youngers and Nancy Nelson discussed a letter that will go out to residents regarding inappropriate items being flushed into the sewers. The letter will be sent out later.

Dale Youngers reported that the vegetation around the hydrants and lift station in Royal Estates needs to be mowed in preparation for hydrant flushing. Nelson asked Youngers to contact Lake County Grading.

Youngers stated that there is a problem with people parking/storing vehicles near the south lift

station that is causing him problems with access. Chief Gettemy stated that he has spoken to the property/vehicle owner(s) and that the vehicles are on private property. Trustee Manivong asked Youngers to take a picture so that Trustees could see the impediment. Youngers stated that the south side of the lift station is where service vehicles gain access, and this is where parked vehicles are blocking. Gettemy stated that it can be designated as no parking and that he will investigate and report back at the next meeting.

PUBLIC COMMENT

Resident Jennifer Klambauer spoke regarding 60520 Day and stated that there will be a commemorative stamp, signs, bumper stickers, shirts, coffee, and a pork chop dinner fundraiser.

OPEN DISCUSSION

Chris Ott stated that there is no time limit on other grant opportunities, but they have a \$250,000.00 minimum cost of improvements. He also stated that he has been in contact with the engineer for Royal Estates as they would like a reduce their letter of credit. EEI will come out to review the punch list items for completion. He also stated that the first "Rebuild Illinois" payment should have been received. This money is considered supplemental Motor Fuel Tax funds (MFT) and can be used for "normal MFT expenditures like resurfacing."

President Nelson stated that the tables had been removed from Streamside Park due to vandalization and flood damage. She also complimented the Public Works Department for the good work they did during the recent flooding.

ADJOURMENT

Motion: Trustee Manivong moved to adjourn the meeting at 9:52 pm. Trustee Roop seconded the motion. Voice Vote: All members voted yes. Motion carried.

The next Regular Meeting of the Village Board is scheduled for June8, 2020.

Nancy Nelson, Village President

Elizabeth Losiniecki, Village Clerk