

**VILLAGE OF HINCKLEY**  
**REGULAR BOARD MEETING - MINUTES**  
**MAY 26, 2020**  
**REMOTE VIA TELECONFERENCE**  
**7:00 PM**

**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.**

*Join from PC, Mac, iOS or Android:*  
<https://meetings.ringcentral.com/j/1481935442>

-- or --

*Join by Phone:*  
(773) 231-9226  
Meeting ID: 148 193 5442

**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 Lou Manivong, Daniel Roop, Walter Rainford (audible at 7:10pm), and Mike Constant. Quorum Established.

**Absent:** Trustees Christine Clark and Chuck Riforgiate.

**Also Present:** Village Clerk Elizabeth Losiniecki, Chief Gettemy, Attorney Josef Kurlinkus, Chris Ott (EEI), Treasurer Dave Maroo, Ceneca Wagner, Dale Youngers (TEST, Inc.), Nathan Lambes (Midwest Facilities and Construction), 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:** Regular Board Meeting Minutes from May 11, 2020  
Trustee Constant moved to approve the May 11, 2020 Regular Board meeting minutes as presented and Trustee Manivong seconded the motion. Roll call vote: Manivong-Aye, Rainford-Aye, Roop-Aye, Constant-Aye. Motion carried.

• **Agenda item for discussion/approval:** *Payment of Invoices Due*  
Trustee Manivong moved to approve the payment of invoices due and Trustee Roop seconded the motion. Roll call vote: Manivong-Aye, Rainford-Aye, Roop-Aye, Constant-Aye, Rainford-Aye. Motion carried.

**PRESIDENT'S REPORT**

• **Agenda item for discussion:** *Resignation of Employee*

Village President Nelson stated that Park Program Coordinator, Kari Schaddelee, had resigned effective May 22, 2020. President Nelson stated that the Park Program will be discussed later in the meeting.

• **Agenda item for discussion:** *Letter to Governor*

Village President Nelson stated that a letter from DeKalb County municipalities was sent to Governor Pritzker regarding the phase 3 re-opening requirements, asking to include churches and small

businesses.

- **Agenda item for discussion:** *Letter to Residents*

Village President Nelson stated that a letter to residents regarding COVID 19 had been posted on the Village website.

- **Agenda item for discussion:** *Communications from Teamsters Local 330*

Village President Nelson stated that she and some Trustees had received a letter from Teamsters Local 330 regarding Lakeshore Recycling (DC Trash). This is regarding an issue between the Teamsters and Lakeshore and the Village has received this communication in the past.

- **ATTORNEY'S REPORT**

- **Agenda item for discussion:** *Planning Commission Recommendations regarding Potential Sale of a portion of Woodlawn Avenue*

Village President Nelson stated that she is the Director of Finance for Midwest Facilities and Construction (MFC). Midwest Facilities and Construction is owned by Midwest Holdings. Midwest Holdings is owned by four people, one whom is her son. Trustee Daniel Roop is also employed by Midwest Facilities and Construction. As such, Nelson and Roop will recuse themselves from any part of the discussion and/or vote on this agenda item.

Attorney Kurlinkus stated that Midwest Facilities and Construction has approached the Village regarding a request to purchase the western portion of Woodlawn Avenue. MFC would also like to fence off this section of road to create a secured parking/storage area. Kurlinkus stated that the Public Works department uses this section of road to turn around snowplows and the leaf truck. He also stated that there is water/sewer/sanitary under that section of road coming under the tracks from the water tower. This issue comes to the Board of Trustees after the Planning Commission conducted an initial review. It is the recommendation of the Planning Commission that the Board of Trustees make a determination as to whether or not the Village is interested in pursuing this request.

Trustee Constant stated no financial information was discussed at the Planning Commission meeting and asked what value is placed on this request. Kurlinkus stated that the section of road would have to be appraised to determine actual market value. Constant stated that there are residences along the south side of the road and asked where the fence would be in relation to the residences. Kurlinkus stated that the fence would not obstruct the driveways. Constant asked if the residents have any say in this request and Kurlinkus stated that the roadways are under the control of the Board of Trustees. Trustee Manivong asked where the water/sewer/sanitary is and Ceneca Wagner stated that an easement would have to be granted very close to where the fence would be. Manivong asked about maintenance/repair of Village utilities on private property, including turning the plows around. Wagner stated that it would be inconvenient but could be worked around. Manivong stated that the value of the property needs to be assessed.

Constant asked if the utilities are under the gravel area of the existing roadway and Wager stated that they are. Constant stated that the burden is on the petitioner and that the Village should not expend any money on this. Kurlinkus stated that MFC should come to the Village with a formal proposal that includes specific drawings with underground facilities noted and the location of the proposed fence. Nathan Lambes (MFC) stated that he would come back to the Board with a formal request. This will be on the next Regular Board meeting agenda for further discussion.

- **TREASURER'S REPORT**

Treasurer Maroo presented the monthly financial reports. He stated that the loan payment to the IEPA is due in June and that the auditors will be here next week for field work.

- **COMMITTEE REPORTS**

**Buildings, Grounds & Parks**

No report.

**Finance and Economic Development**

**Agenda item for Discussion:** *amendments to/creation of the Village of Hinckley Capital Asset Policy*

**Agenda item for Discussion:** *amendments to /creation of the Village of Hinckley Fund Balance/Net Assets Policy*

Trustee Constant stated that these policies had been handed out and discussed in March and he had hoped to vote on them tonight, but the agenda did not provide for a vote. These items will be on the next Regular Board Meeting agenda.

**Personnel**

No report.

**Public Safety**

**Agenda item for discussion/approval:** *Resolution 2020-02 in Support of the Intergovernmental Agreement for Code Enforcement Hearing Officer*

Village President Nelson stated that the resolution has not been finalized and will be brought up for discussion/approval when the details are worked out.

**Water/Sewer**

**Agenda item for discussion/approval:** *Elevated Water Storage Tank Repair Project Engineering Firm Selection*

Trustee Manivong moved to approve the selection of Engineering Enterprises, Inc. for the Elevated Water Storage Tank repair project and Trustee Constant seconded the motion. Village President Nelson stated that Trustee Riforgiate is in support of this selection. Roll call vote: Manivong-Aye, Rainford-Aye, Roop-Aye, Constant-Aye. Motion carried. Chris Ott stated that he will send copies of the agreement that will need to be signed and sent back.

**Agenda item for discussion/approval:** *Motor for non-potable water system – estimated cost \$1750.00*

Dale Youngers stated that a bearing is going bad in the motor. He has received an estimated quote for a new motor that needs to have a few items added to it. Mr. Youngers suggests a not to exceed price of \$1750.00. Trustee Manivong moved to approve the purchase of the motor for the non-potable water system, not to exceed \$1750.00, and Trustee Constant seconded the motion. Roll call vote: Manivong-Aye, Rainford-Aye, Roop-Aye, Constant-Aye. Motion carried.

**New Business**

President Nelson stated that the agendas for this meeting were finalized and posted before Governor Pritzker came out with revised guidelines for phase 3 re-opening of businesses. As such, she would like to discuss what the Village can do to help support the local businesses to reopen quickly. She proposes closing a portion of Sycamore Street between Route 30 and the alley to the north so that it can be used for outdoor seating for the restaurants in town. Picnic tables can be brought in from the park. Discussion followed regarding sanitization, port-o-lets, parking restrictions, hours of operation, liquor consumption, and barricades. An ordinance or resolution will need to be passed at the next meeting to allow for this. Attorney Kurlinkus stated that this is for outdoor seating only, and that a signed agreement will be needed from each restaurant planning to participate. This plan will detail insurance coverage, staffing, cleaning, etc. Trustee Manivong stated that he will work with DC Trash to procure the necessary port-o-lets and garbage/recycling bins. Consensus agreement was reached to allow for the temporary closure of Sycamore Street between Route 30 and the alley to the north.

Trustee Manivong asked about the timeframe for hiring a new Park Program coordinator and

President Nelson stated that it will be discussed during the Committee of the Whole meeting.

Ceneca Wagner stated that CamVac will be coming out to televise the Clark/Miller storm drain.

**PUBLIC COMMENT**

Resident Rob Zimmermann inquired regarding the \$60,000.00 that had been appropriated for road repairs and Trustee Constant stated that he had wanted to address this three months ago and was told no, so he has no comment. Mr. Zimmermann asked Attorney Kurlinkus to cite the State Statute that allowed Village President Nelson the authority to approve the payment of invoice without Board approval. He stated that this happened prior to the COVID 19 Emergency Declarations and that he has been trying to find the specific statute without success. Attorney Kurlinkus declined to comment on the request.

Resident Pam Mackey suggested that the Village talk to the business owners that will be affected by the road closure.

**OLD BUSINESS**

None.

**ADJOURNMENT**

**Motion:** Trustee Constant moved to adjourn the meeting at 8:25pm. Trustee Manivong seconded the motion. **Voice Vote:** All members voted yes. Motion carried.

The next Regular Board Meeting will be held via teleconference on June 8, 2020.

---

Nancy Nelson, Village President

---

Elizabeth Losiniecki, Village Clerk