

**VILLAGE OF HINCKLEY**  
**REGULAR BOARD MEETING - MINUTES**  
**OCTOBER 9, 2023**  
**7:00 PM**

**CALL BOARD MEETING TO ORDER:** Meeting was called to order by Interim Village President Quirk at 7:00 PM.

Roll call was taken showing the following:

**Present:** Sarah Quirk, Jennifer Klambauer, Alyssa Prickett, Russell Kula, Steve Gayhart, and Mike Constant. Quorum Established.

**Absent:** None.

**Also Present:** Deputy Clerk Kathy Michaels, Police Chief Ken Gettemy, Ceneca Wagner, Dale Youngers, Village Attorney Tait Lundgren, and Members of the Public.

**PUBLIC COMMENT on Agenda Items Scheduled for Action Only**

None.

**GENERAL BUSINESS**

• **Agenda item for discussion/approval:** September 25, 2023, Regular Board Meeting Minutes  
Trustee Kula made a correction on page 3 to 42” not 42’. Trustee Kula moved to approve the minutes from September 25, 2023, and Trustee Constant seconded the motion. Roll call vote: Quirk-Aye, Klambauer- Aye, Prickett-Aye, Kula-Aye, Gayhart-Aye, and Constant-Aye. Motion carried.

• **Agenda item for discussion/approval:** Payment of Invoices Due  
Trustee Klambauer moved to approve the invoices as presented and Trustee Prickett seconded the motion. Roll call vote: Klambauer- Aye, Prickett-Aye, Kula-Aye, Gayhart-Aye, Constant-Aye, and Quirk-Aye. Motion carried.

**PRESIDENT’S REPORT**

Trustee Quirk introduced Stephanie Long as the Parks & Recreation Coordinator to the Board.

**ATTORNEY’S REPORT**

Attorney Lundgren stated he hoped the Board Members read over the Noise Ordinance.

**CLERK’S REPORT**

No Report.

**ENGINEER’S REPORT**

No Report.

**TREASURER REPORT**

No Report.

## **COMMITTEE REPORTS**

### **Public Safety**

#### **For Discussion/Approval:** Mobile Food Truck License Fee

There was a short discussion of what to charge for a Mobile Food Truck License Fee. The board agreed to a one-day fee of \$25.00 valid for a 3-day period or a yearly fee of \$100.00. Trustee Prickett motioned to charge \$25.00 a one-day fee valid during a 3-day period or a yearly fee of \$100.00 and Trustee Klambauer seconded the motion. Roll call vote: Prickett-Aye, Kula-Aye, Gayhart-Aye, Constant-Aye, Quirk-Aye, and Klambauer-Aye. Motion carried.

#### **For Discussion/Approval:** Noise Ordinance #2023-XX amending Noise Ordinance #2022-06

Trustee Prickett stated she is good with the language now that it has been clarified. Trustee Prickett moved to approve the Noise Ordinance #2023-XX amending Noise Ordinance #2022-06 and Trustee Gayhart seconded the motion. Roll call vote: Kula-Aye, Gayhart-Aye, Constant-Aye, Quirk-Aye, Klambauer-Aye, and Prickett-Aye. Motion carried.

#### **For Discussion/Approval:** .gov email domain

Police Chief Gettemy stated that we need to get a .gov email domain. The police department needs this to secure certain search warrants through online companies such as Snapchat. The board agreed it was a good idea. Attorney Lundgren stated no vote was needed.

### **Finance and Economic Development**

No Report.

### **Streets & Alleys**

No Report.

### **Buildings, Grounds & Parks**

#### **For Discussion/Approval:** Village issued laptops and cell phones

Trustee Klambauer stated that our IT provider FutureLink, has sent a quote that all the Trustees were emailed for the 7 Laptop/Notebooks for set up, cost of set up, and maintenance. Trustee Constant stated that everyone should use them with no option of opting out for the computers. This way no papers need to be printed. Everything can be available online. Trustee Prickett stated that was a great idea. Trustee Klambauer moved to approve Village issued laptops from FutureLink NTE \$6000.00 and Trustee Prickett seconded the motion. Roll call vote: Gayhart-Aye, Constant-Aye, Quirk-Aye, Klambauer-Aye, Prickett-Aye, and Kula-Aye. Motion carried.

Trustee Prickett stated that the package with T-Mobile is \$2463.00 for cell phones for the entire board including the new Parks & Rec Coordinator. Trustee Kula stated that he already has a Village issued cell phone. Trustee Klambauer asked if they could opt out of the cell phone because she does not want to carry two phones. Attorney Lundgren reminded the board the phones are subject to FOIA, and they can drop the information they need. Trustee Prickett stated she does want a Village issued phone and will not use her personal phone for the Village. Trustee Prickett moved to approve the Village issued cell phones with the option to opt out NTE \$2500.00 and Trustee Klambauer seconded the motion. Roll call vote: Constant-Aye, Quirk-Aye, Klambauer-Aye, Prickett-Aye, Kula-Aye and Gayhart-Aye. Motion carried.

## **Water & Sewer**

**For Discussion/Approval:** Well 3 flow meters rebuild or replace. Rebuild NTE \$1,763 or Replace NTE \$3,473. Both options have a 1-year warranty, shipping not included.

Dale Youngers stated he would recommend doing the rebuild especially since it has the same warranty. Trustee Gayhart moved to approve the Well 3 flow meters rebuild NTE \$1,763.00 which has a 1-year warranty, shipping not included, and Trustee Klambauer seconded the motion. Roll call vote: Quirk-Aye, Klambauer- Aye, Prickett-Aye, Kula-Aye, Gayhart-Aye, and Constant-Aye. Motion carried.

**For Discussion/Approval:** WWTP Emergency Generator Annual Preventive Maintenance. NTE \$918.40

Trustee Gayhart moved to approve the WWTP Emergency Generator Annual Preventative Maintenance NTE 918.40 and Trustee Kula seconded the motion. Roll call vote: Klambauer- Aye, Prickett-Aye, Kula-Aye, Gayhart-Aye, Constant-Aye, and Quirk-Aye. Motion carried.

**For Discussion/Approval:** Two Portable Emergency Generator's Annual Preventive Maintenance. NTE \$1,204.38 (Not performed last year)

Ceneca Wagner stated that both portable generators are taken out and started every year, but they are not hooked up to anything in the field. Trustee Gayhart stated he will go to EEI and sit down with them to get current prices on 2 new generators to see where we are at on the cost. Dale Youngers stated there is a risk if you do not have the annual preventive maintenance done if we break down. Trustee Gayhart moved to approve the Two Portable Emergency Generator's Annual Preventive Maintenance. NTE \$1,204.38 (Not performed last year) and Trustee Kula seconded the motion. Roll call vote: Prickett-Aye, Kula-Aye, Gayhart-Aye, Constant-Aye, Quirk-Aye, and Klambauer-Aye. Motion carried.

## **Personnel**

No Report.

## **PUBLIC COMMENT**

Brian Zarbock, running for DeKalb County Coroner, wanted to introduce himself to the Board of Trustees. He is a resident of Somonauk and has 37 years of experience as a surgical assistant, 25 years as a paramedic and critical care medic for 5 years.

Larry Menz, 270 Miller Street, suggested that the yearly Food Truck Permits should be based on January 1<sup>st</sup>- December 31<sup>st</sup>, this way it is not confusing to the office personnel.

## **OPEN DISCUSSION**

Ceneca Wagner stated he received a quote for taking down trees in Garfield Park and Pioneer Park. Trustee Gayhart stated he would find out who owns the tree on West Oak Knoll and would get back to the board at the next Regular Board Meeting on October 23, 2023.

**ADJOURMENT**

Trustee Prickett moved to adjourn the meeting at 7:41 pm and Trustee Gayhart seconded the motion. Voice vote: All in favor. Motion carried. The next Regular Board Meeting will be held on October 23, 2023.

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Sarah Quirk, Interim Village President

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Kathy Michaels, Deputy Clerk