

VILLAGE OF HINCKLEY
REGULAR BOARD MEETING - MINUTES
November 21, 2016

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

Present: President Jim Roderick, Trustees Nancy Nelson, Mark Wrzeciona, Joe Diedrich, Jeff Nier, Dale Clark and Mike Constant. Quorum Established.

Absent: None.

Also Present: Village Clerk Elizabeth Losiniecki, Treasurer Cindy Thon, Attorney Kirsten Casas, Office Manager Cheryl Weiler, Dale Youngers (TEST), Pete Wallers (EEI), and Members of the Public.

PLEDGE OF ALLEGIANCE: The pledge to the flag was recited.

Comments from Persons Present:

Dr. Lulu Blacksmith, from Waubensee Community College (WCC), gave a brief presentation regarding Waubensee's 50th anniversary. As part of their anniversary celebration, they are recognizing various groups and municipalities that have contributed to the success of WCC. Dr. Blacksmith presented a commemorative plaque to President Roderick. She also presented Chief Everhart with a certificate honoring First Responders.

Resident Larry Menz inquired regarding the 2016 Tax Levy. Treasurer Thon stated that she had just received the paperwork from the County. Trustee Clark suggested that it be on the next agenda. Mr. Menz stated that he felt that too many expenses were being put on residents. Mr. Menz also inquired regarding the recording of the meetings. Village Clerk Losiniecki stated that it was still being reviewed. Mr. Menz described an incident that had occurred earlier in the day at the Village Hall between himself, resident Rob Zimmerman, Trustee Nier, Treasurer Thon, and Office Manager Cheryl Weiler. The altercation culminated with Treasurer Thon filing a formal complaint against Mr. Menz and Mr. Zimmerman. Trustee Nier stated that what he witnessed was not what was described in the email that Treasurer Thon sent to Trustees regarding the incident.

Resident Rob Zimmerman commented regarding WWTP loan spreadsheet provided by Treasurer Thon at the November 3, 2016 Committee of the Whole meeting. President Roderick indicated that the spreadsheet depicted the "worst case scenario". President Roderick explained the water rate study that had been conducted by the IEPA, prior to securing the loan to build the plant. He explained that in 2009 an ordinance was passed (2009-11) detailing the water rate structure and that the water billing rates had never been implemented. The Village has gone fourteen quarters with the wrong rate being charged, which has resulted in a \$357,000 shortage. Further discussion followed and President Roderick reiterated that from 2009-2013 the debt service was not charged at the rate established by ordinance 2009-11.

Agenda item for discussion: Risk Management Insurance Presentations

Trustee Constant stated that he had worked with two brokers and had gotten three quotes.

Illinois Municipal League – Blaine Kurth presented an overview of the coverage proposal from the Illinois Municipal League.

Arthur J. Gallagher – Ryan Doyle presented an overview of the coverage proposal from Arthur J.

Gallagher. He provided a review of the quotes received from Allied Public Risk and Trident. He

recommends that the Village select the coverage from Allied Public Risk due to the cost savings and

lower deductible. A brief discussion followed and Trustee Clark requested that the selection of the insurance provider be put on the agenda for approval for the Regular Board Meeting on December 5, 2016.

CONSENT AGENDA

#	Item Description	Action	Details
1	Previous Meeting Minutes	Vote	November 7, 2016 Regular Board Meeting November 3, 2016 Committee of the Whole
2	Payment of Bills	Vote	Invoices Due

Trustee Nelson requested to have the bills removed from the consent agenda. Trustee Nelson stated that she had a correction to the Regular Board Meeting minutes regarding the Police Department bills. She had asked that the bills be withheld and not approved until further discussion could be had with Chief Everhart. Trustee Diedrich moved to approve the previous meeting minutes, with corrections, and Trustee Clark seconded. Roll Call Vote: Nelson-Aye, Wrzeciona-Aye, Diedrich-Aye, Nier-Aye, Clark-Aye, Constant-Aye. Motion carried.

Trustee Nelson asked Chief Everhart for clarification on the police department invoice from College of DuPage. Treasurer Thon clarified that the Village has a “credit account” with John Deere Financial for loader maintenance and repair parts. Trustee Clark moved to approve the bills and Trustee Nelson seconded. Roll Call Vote: Nelson-Aye, Wrzeciona-Aye, Diedrich-Aye, Nier-Aye, Clark-Aye, Constant-Aye. Motion carried.

Treasurer

Treasurer Thon presented the monthly Treasurer’s report.

Agenda item for discussion:

President Roderick asked Attorney Casas to provide overview of 1% Sales Tax. Attorney Casas stated that the 1% Sales Tax could be done by ordinance or referendum. Discussion followed regarding options the Village has as it relates to how the monies would be allocated and how the tax would be terminated in the future. Further discussion followed decreasing the tax amount and the Department of Revenue requirements. Trustee Nelson suggested that the 1% Sales Tax discussion be tabled until the new Trustees have been elected. Trustee Clark stated that if the discussion is held for the new board, the proposed tax could not be on the ballot until November. President Roderick stated that capital improvement money would still be needed. He also indicated that Steve Phillips, from Lake County Grading, would be at the next Regular Board Meeting to address the developer’s agreement for Royal Estates, including impact on debt service. Additional discussion followed regarding the possibility of a percentage of the 1% sales tax levy going toward payment of water and sewer. Trustee Constant pointed out that if a percentage of the sales tax levy goes to water and sewer then other areas of the budget will need to be trimmed down. Trustee Nier asked Treasurer Thon to provide information at the next meeting for the Trustees to review. It was generally agreed to table the 1% Sales Tax discussion until more information was available.

Attorney

Attorney Casas provided a draft Expense and Travel Reimbursement Policy ordinance for Trustee

review. She stated that this will be on the agenda for approval for the next Regular Board Meeting on December 5, 2016.

Engineer

Agenda item for discussion/approval: Pay Estimate #1 MFT Road Program

Pete Wallers gave a brief summary regarding Pay Estimate #1 for MFT Road Program. Trustee Clark moved to approve Pay Estimate #1 and Trustee Wrzeciona seconded. Roll Call Vote: Nelson-Aye, Wrzeciona-Aye, Diedrich-Aye, Nier-Aye, Clark-Aye, Constant-Aye. Motion carried.

Agenda item for discussion:

President Roderick asked Mr. Wallers if he wanted to discuss the Dixon Engineering Report regarding the elevated water tank and Mr. Wallers stated that it would be better covered in a committee meeting. It was agreed that there would be a Public Works committee meeting on November 29, 2016 at 7:00 pm.

Mr. Wallers also stated that the bids for the concrete blocks for the sludge storage building were due on November 29, 2016 and that they would be presented to the Board at the December 5, 2016 Regular Board Meeting.

Department Head Reports

Agenda item for discussion/approval: Land Application of Sludge bids

Dale Youngers provided a review of the bids received for the land application of bio-solids. After a brief discussion, Trustee Wrzeciona his preference for Stewart Spreading. Trustee Wrzeciona moved to approve Stewart Spreading for the land application contract and Trustee Clark seconded. Roll Call Vote: Nelson-Aye, Wrzeciona-Aye, Diedrich-Aye, Nier-Aye, Clark-Aye, Constant-Aye. Motion carried.

Office Manager, Cheryl Weiler, reported on a variety of tasks that the office staff had completed, including: liquor licenses, website data entry, shed permit issued to Mr. Gary Olson, new Ford Truck status, election research, and late notices for water bills.

Police Chief Everhart reported that the CODE RED contract would arrive tomorrow and that Officers Michaels and Meisner would be trained. She indicated that she would let Trustee Nelson know when it was up and running. Chief Everhart also stated that the paperwork to return the Hummer was progressing slowly. She stated that the control knobs for the defrost and heat in her squad car had fallen off and would need to be fixed. This expense will be in addition to the \$90.00 for dashboard lights replacement.

Committee Reports

Public Safety

None.

Public Works

Trustee Nier stated that a committee meeting had been scheduled for November 29, 2016 at 7:00pm. He directed Trustees to read the thank you note from a resident regarding sidewalk repair and the good work Public Works employees were doing getting work done and leaves picked up. Trustee Nelson asked what was being done about residents putting leaves in the street and Chief Everhart stated that officers were knocking on doors when they see or when it's reported. She encouraged Trustees and residents to let the Police Department know when they see violations. Discussion

followed regarding when leaf pick up would end and it was agreed that it would be discussed at the committee meeting next week. Trustee Nier thanked the Police Department for taking care of the “flag issue” that had occurred over the weekend. Trustee Nier requested that Joe Moore provide him with the name of the company that left the flags on the ground.

Administration

Trustee Constant stated that Carbonite had been installed on three of the four laptops and that the last one should be done this week.

Agenda item for discussion/approval: Village Clerk Role/Responsibilities/Wages

President Roderick suggested waiting until the end of the fiscal year to address the role of the Village Clerk. He suggested that the Clerk continue to work in the office to provide oversight and to learn the office procedures. He asked Village Clerk Losiniecki if fifteen hours per week would be enough to get the job done. Clerk Losiniecki stated that she has been working about twelve hours per week and that fifteen hours would not gain any more than what has been possible at twelve hours per week and that the pay structure would have to be resolved. Discussion ensued regarding whether or not the Clerk’s salary can be increased during the term. President Roderick stated that if the Clerk’s role was going to change that it needed to be stated specifically and address oversight and separation of duties. Trustee Constant asked if the Village Clerk appointment was open ended. President Roderick stated that it is a recurring appointment and that the Village Clerk serves at the leisure of the Mayor. Additional discussion followed regarding budget funding for an increase in hours/pay for the Village Clerk. Attorney Casas indicated that elected officials have to wait until a new term for a salary increase but appointed officials can have a salary increase during their term. Additional discussion followed regarding Village Clerk as employee vs. appointed official. Trustee Nelson requested that the discussion be continued at the next Regular Board Meeting on December 5, 2016. Trustee Nier asked if an Executive Session would be required and Attorney Casas stated that the Board can always vote to go into Executive Session. It does not have to be on the agenda.

PRESIDENT’S REPORT

President Roderick stated that he had nothing further to report.

Open Discussion

None.

ADJOURNMENT

Motion: Trustee Clark moved to adjourn the meeting at 9:20 PM. Trustee Wrzeciona seconded the motion. Voice Vote: All members voted yes. Motion carried.

The next Regular Meeting of the Village Board is scheduled for December 5, 2016.

James K. Roderick, Village President

Elizabeth Losiniecki, Village Clerk