

**VILLAGE OF HINCKLEY**  
**REGULAR BOARD MEETING - MINUTES**  
**July 29, 2019**

**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 Mike Constant, Jeff Nier, Lou Manivong, and Rob Zimmermann. Quorum Established.

**Absent:** Trustee Chuck Riforgiate.

**Also Present:** Deputy Clerk Rita Barnett, Police Chief Gettemy, Attorney Aaron Szeto, Attorney Kristine Gibbons, Joe Moore (Public Works), Dale Youngers (TEST), Chris Ott (EEI), and Members of the Public.

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

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

Resident Larry Menz, 270 Miller, commented regarding the transfer of \$40,000.00 from the Garbage Fund to the General Fund. He asked why there was a profit, and why it didn't go back to the residents. President Nelson said that she will look into the reason why there was balance in the Garbage Fund.

**GENERAL BUSINESS**

- **Agenda item for discussion/approval:** 07/08/19 Regular Board Meeting Minutes  
Trustee Constant moved to approve the 07/08/19 Regular Board Meeting minutes and Trustee Nier seconded the motion. Roll Call Vote: Zimmermann-Aye, Manivong -Abstain, Nier- Aye, Constant-Aye, Nancy Nelson-Aye. Motion carried.
- **Agenda item for discussion/approval:** Payment of Invoices Due  
Trustee Manivong asked if the lease was pulled on the BNSF property. President Nelson reported that the lease is for the public parking lot. Joe Moore stated that our sanitary runs through it and at other crossings. Trustee Nier stated that it's not a public easement. Our utility is on their property and that it's not easy to deal with the Railroad. There was a discussion. Trustee Manivong suggested we ask about buying the property. President Nelson stated that we will see what we can do. Attorney Aaron Szeto also noted that the Railroad is extremely difficult to work with, but that it might be worth looking into. There was a discussion.  
Trustee Zimmermann questioned why the Village is getting taxed by Verizon and Frontier. Trustee Manivong stated that the Village is taxed by utilities, but that it eventually comes back to us. Trustee Nier noted that we have the bill from Metropolitan Industries and that they did discount the bill. It was \$5488.00 total to repair the Lift Station, and that we will be looking into the other Lift Station for repairs.  
Trustee Nier moved to approve the invoices as amended, and Trustee Manivong seconded the motion. Roll Call Vote: Zimmermann-Aye, Manivong - Aye, Nier- Aye, Constant-Aye. Motion carried.

## PRESIDENT'S REPORT

- **Agenda item for discussion/approval:** *Appointment of New Trustee – 2 Year Unexpired Term*  
Village President Nelson asked for a motion to appoint Christine Clark to fill the open trustee position for a two year unexpired term. Trustee Manivong moved to approve the appointment of Christine Clark as a Village Trustee for a two year unexpired term and Trustee Nier seconded the motion. Roll Call Vote: Manivong - Aye, Nier- Aye, Constant-Aye, Zimmermann-Aye. Motion carried.  
President Nelson performed the swearing in of Christine Clark.
- **Agenda item for discussion/approval:** *Resolution 2019-07 Approving Metropolitan Industries Contract for SCADA Device at Royal Estates Lift Station*  
Attorney Gibbons noted her concerns on the document, such as paying for services that we don't need right away, page-3 Insurance, and that Lake County Grading should be listed. Should a Code Red notice be given to Lake County Grading or TEST? Steve Phillips stated that they would maintain it and have no problem changing the language in Resolution, but they won't build parts of the Lift Station without this document signed. They would pay the monthly fee until it's accepted. Dale Youngers asked what time frame would be needed to turn it over to the Village and Mr. Phillips estimated 3 months. Mr. Phillips would like it built within the month and operational in two months. He is working with ComEd to get them on schedule. Attorney Aaron Szeto spoke regarding the village as a customer, and that an assignment clause is needed as well as it needing some tweaks to memorialize it. President Nelson asked if there was a consensus to hold the vote until the next meeting. There was a discussion. Trustee Nier inquired about a succession clause. Trustee Manivong noted that Verizon cell pricing is going to drop, and asked if there would be training for the staff. A meeting was scheduled for August 6 at 5:00 PM at the Lift Station, with the following to attend: Steve Phillips, Lou Manivong, Dale Youngers, Kristine Gibbons. Trustee Nier moved to layover Resolution 2019-07 until the next board meeting and Trustee Manivong seconded the motion. Roll Call Vote: Nier- Aye, Clark-Aye, Constant-Aye, Zimmermann-Aye, Manivong - Aye. Motion carried.
- **Agenda item for discussion/approval:** IDOT Compliance Review  
President Nelson read the IDOT letter dated April 24, 2019 regarding the Compliance Review #57 covering the receipt and disbursement of Motor Fuel Tax funds by the Village for the period beginning January 1, 2017 and ending December 31, 2018. The report is on file with the Village.
- **Agenda item for discussion/approval:** Committee Assignments – Rob Zimmermann Streets & Alleys Committee Chairperson and Member of Buildings, Grounds & Parks and Water & Sewer Committees.  
President Nelson gave committee assignments to Trustee Zimmermann as listed on the agenda. Trustee Nier moved to approve the committee assignments for Trustee Zimmermann as Streets & Alleys Committee Chairperson, Member of Buildings Grounds & Parks, and Water & Sewer Committees, and Trustee Manivong seconded the motion. Roll Call Vote: Clark-Aye, Constant-Aye, Zimmermann-Abstain, Manivong - Aye, Nier- Aye. Motion carried.

President Nelson read two letters from residents regarding utility bill late fees. The residents thanked the Village for waiving the fees, due to problems with Fifth/Third Bank and the USPS.

## REPORTS OF OFFICERS, TRUSTEES AND DEPARTMENT HEADS AND ACTION ITEMS

### • Treasurer's Report

No report.

### • Attorney's Report

Attorney Gibbons reported that she will be working with Mr. Phillips on the Resolution regarding Metropolitan Industries.

### • Engineer's Report

Chris Ott reported that there will be a pre-construction meeting soon with IDOT regarding the Rt. 30 Project, easement added, crossing signs at Sycamore & 30. Trustee Manivong asked when we should let the businesses know that they may be affected by the project.

### • Chief of Police

Chief Gettemy reported on the following:

- They are sponsoring an event for National Night Out. The Police Department will be grilling hotdogs and will have things for the kids. They have notified WSPY about the event.
- They are working on a mission statement.
- They are working with the school district on: Child Safety Council supplies for kids for school, development and maintenance of a crisis plan, and a Stop the Bleed program.
- They need to upgrade the report writing system which is approximately \$180.00 per computer per year.
- The annual communications bill was paid.
- Their radio system is still not online, \$1500.00 per year for 4 years.
- There are cats running at large and we have no ordinance on that.
- The current bid on the Crown Vic posted online is \$640.00
- An administrative cost needs to be added to the ordinance regarding lawn cutting of overgrown lawns.

### • Parks & Recreation

No report.

### • Water & Sewer

- Dale Youngers reported on the following:
- On the 19<sup>th</sup> of July the Water Treatment Plant computer was offline. There were able to manually operate it. The Tri-City Elec. computer program software that operates the computer was gone. The processor has a problem when there is a power glitch. The processor needs to be replaced but we must prove it's a recurring problem before they will replace the processor. There was no call-out to TEST to notify them that it happened. Mr. Youngers will be talking about programming changes at future meetings.
- At 10:00 AM on August 10, 2019 TEST will hosting a tour of the Water and Wastewater Treatment facilities. The event is called "Science in Hinckley: Are we drinking the same water that Dinosaurs drank?" For safety reasons, the tour is limited to 8 children, ages 10+, and must be accompanied by an adult. Young adults over 15 will not need an adult present to participate.
- On July 9, 2019 there was an EPA inspection and there were no issues. We now qualify for reduced radium monitoring, and can be monitored annually instead of quarterly.
- There is a problem with the influence sampler, 1x per hour, must maintain the temperature. They tried an evap. sensor that cost under \$200.00 but that didn't work. The cost to replace the refrigeration is \$1100.00. Mr. Youngers will let us know soon what we need to do.
- Trustee Manivong thanked Dale for doing a tour. President Nelson noted that we will post

the event on the village website.

- **Public Works**

Joe Moore reported on the following:

- The electrical box was literally jumping and the street lights were going on and off. There is one photo-eye and the lugs were bad.
- The L8000 passed the safety lane.
- There was a tree down near 200 Sycamore.
- There is a new sump pump for the Village Hall basement.

- **Agenda item for discussion/approval:** *Stephens Tree Service – Multiple Locations Trimming and Removal- Not to Exceed \$2800.00*

Trustee Zimmermann moved to approve the quote from Stephens Tree Service not to exceed \$2800.00 and Trustee Clark seconded the motion. Roll Call Vote: Constant-Aye, Zimmermann-Aye, Manivong - Aye, Nier- Aye, Clark-Aye. Motion carried.

- **Village Clerk**

President Nelson reported that the Village Clerk is on vacation until Thursday, and that the Utility Bills went out on Saturday.

## COMMITTEE REPORTS

- **Personnel**

No report.

- **Harvesting our Future**

Joan Umano reported that 30 people attended a Harvesting Our Future Meeting. The artist for the mosaic mural is Danielle Casali, who has created murals for other towns. They brainstormed a design. It will be on the building that the South Moon rents facing West. Ms. Casali will draw it up and the team will critique it. The community will cut the mosaic pieces, which is about an 8-9 month process. Strypes is donating the space in their building. Trustee Constant mentioned the completion date. Ms. Umano said that the planned completion date is: 06 05 20, which represents the zip code for Hinckley, 60520. There will be an event held when it's complete. Ms. Umano thanked the board for their support on this project.

- **Finance & Economic Development**

- **Agenda item for discussion/approval:** *FY2020 Appropriations Ordinance*

Trustee Constant moved to approve the FY2020 Appropriations Ordinance and Trustee Manivong seconded the motion. Roll call vote: Zimmermann- Aye, Manivong-Aye, Nier-Aye, Clark-Aye, Constant-Aye. Motion carried. It was noted that the ordinance will be filed tomorrow.

- **Agenda item for discussion/approval:** *Transfer Garbage Fund Balance and Future Incremental Income to General Fund*

Trustee Constant moved to table this agenda item. Trustee Clark seconded the motion. Roll call vote: Zimmermann- Aye, Manivong-Aye, Nier-Aye, Clark-Aye, Constant-Aye. Motion carried.

Trustee Constant reported that he attended a meeting with the DeKalb County Community Foundation regarding small communities in DeKalb County. He made a lot of good contacts with members of other small towns, for example: Kingston).

- **Streets and Alleys**

- **Agenda item for discussion/approval:** *MFT Resolution to Authorize the use of MFT Funds for the Village Share of US Route 30 Improvements – NTE \$48,990.00*

Trustee Zimmermann moved to approve the MFT Resolution to authorize the use of MFT Funds for the Village share of US Route 30 improvements, not to exceed \$48,990.00 and Trustee Nier seconded the motion. Roll call vote: Clark-Abstain, Constant-Aye, Zimmermann- Aye, Manivong-Aye, Nier-Aye. Motion carried.

- **Public Safety**

President Nelson reported to Joe Moore that there is a large hole that's open and dangerous in the alley by her home.

- **Water & Sewer**

Trustee Nier reported that they will be setting up a meeting soon.

- **Buildings, Grounds & Parks**

Trustee Manivong reported that they got the contract for the fiber optic line and it should be online by September 1<sup>st</sup>. President Nelson reminded the Trustees that when they are replying to an email message, that they should NOT "Reply to All" unless that's their specific intention. Trustee Zimmermann noted that he has completed the Open Meetings Act training.

At 8:17 pm Trustee Nier moved to enter into Executive Session pursuant to (5 ILCS 120/2(c)(1) (Meetings held to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body...) and Trustee Manivong seconded the motion. Roll call vote: Zimmermann-Aye, Manivong-Aye, Nier-Aye, Clark-Aye, Constant-Aye. Motion carried. President Nelson noted there will be a 5 minute break before the start of the session.

At 9:27 pm President Nelson requested a vote to resume the Regular Board Meeting. Roll call vote: Riforgiate-Aye, Manivong-Aye, Sellers-Aye, Constant-Aye. Motion carried.

- **Agenda item for discussion/approval:** *Full Time Police Officer Pay Increase*

Trustee Constant moved to increase pay for Office Gary Michaels to a 5% hourly increase effective July 28, 2019 with an increase on May 1, 2020 of 3% and subsequent 3% increases on the 1<sup>st</sup> day of the fiscal year through 2023, and the Police Department pay scale to be reviewed annually as needed. Trustee Manivong seconded the motion. Roll Call Vote: Nier- Aye, Clark-Aye, Constant-Aye, Zimmermann-Aye, Manivong - Aye. Motion carried.

Trustee Constant moved to increase pay for Officer John (Jack) Weibler a 3% hourly increase effective May 1, 2020 and subsequent 3% increases on the 1<sup>st</sup> day of the fiscal year through 2023. Trustee Manivong seconded the motion. Roll Call Vote: Clark-Aye, Constant-Aye, Zimmermann-Aye, Manivong – Aye, Nier- Aye. Motion carried.

- **Agenda item for discussion/approval:** *Resolution 2019-08 Amending Village Clerk Compensation Package*

Trustee Manivong moved to approve Resolution 2019-08 regarding the Village Clerk Compensation Package by adding an additional one week of vacation for the Village Clerk and Trustee Zimmermann seconded the motion. Roll Call Vote: Constant-Aye, Zimmermann-Aye, Manivong - Aye, Nier- Aye, Clark-Aye. Motion carried.

**PUBLIC COMMENT**

No comments.

**OPEN DISCUSSION**

- Trustee Clark announced that she is happy to be back on the board.
- President Nelson would like to talk about complaints regarding the condition of the Parks at the next board meeting, in Executive Session.

**ADJOURNMENT**

**Motion:** Trustee Nier moved to adjourn the meeting at 9:30 PM. Trustee Manivong seconded the motion. Voice Vote: All members voted yes. Motion carried.

The next Regular Meeting of the Village Board is scheduled for August 12, 2019.

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Nancy Nelson, Village President

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Rita Barnett, Deputy Clerk