

## January 24<sup>th</sup>, 2023 Regular Board Meeting Minutes

Meeting called to order at the Village of Hainesville Council Chambers by Mayor Gerry Daley at 6:30 p.m.

Village Clerk Kathy Metzler took roll call. The following Officials were present: Mayor Gerry Daley, Trustees George Duberstein, Kris Chynoweth, Wally Kriese, Jack Chynoweth and Georgeann Duberstein.

Also present were: Village Clerk Kathy Metzler, Treasurer Kelly Hensley, Village Deputy Clerk Christina Reiser

Absent: Trustee Mary Koval

### Establishment of quorum

#### Agenda Approval:

Trustee George Duberstein moved, seconded by Trustee Wally Kriese to approve the agenda.

**Roll call vote:** Ayes: Trustees George Duberstein, Kris Chynoweth, Wally Kriese, Jack Chynoweth and Georgeann Duberstein -5 Motion carried.

#### Public comments:

There were no public comments.

#### Consent Agenda

1. Approval of the November 22<sup>nd</sup>, 2022 Regular Board Meeting Minutes
2. Ratify the December 21<sup>st</sup>, 2022 Bills Payable for \$472,797.77
3. Approval of the January 24<sup>th</sup>, 2023 Bills Payable for \$133,776.47
4. Approval of the November 2022 Financial Statements
5. Approval of the December 2022 Financial Statements

Trustee George Duberstein moved, seconded by Trustee Georgeann Duberstein to approve the Consent Agenda.

**Roll call vote:** Ayes: Trustees George Duberstein, Kris Chynoweth, Wally Kriese, Jack Chynoweth and Georgeann Duberstein -5 Motion carried.

#### Reports and Communications from Mayor and other Officers:

##### Finance

Treasurer Kelly Hensley reported that all W2's and 1099's have been processed and mailed out. She is currently working on the budget with a draft to be available soon.

##### Public Works

Trustee Wally Kriese reviewed Tim's report.

##### Community Events

Trustee George Duberstein shared that the Emergency Operating Plan is complete and being sent out for comment with a request to have them returned by the end of February. He has been contacting Food Truck vendors to begin securing them for the SWALCO shredding event and the Civil War Event. Emails are being sent to the reenactors for confirmation of participation of this year's Civil War Event. George also shared that there were some resident concerns with

misinformation from Groot Industries, the Mayor has spoken to Groot for clarification and corrections.

### **Special Events**

Trustees Kris Chynoweth and Wally Kriese are looking to develop the front area of the Public Works building. Their plan is to have a space available for different year-round events and activities for the residents.

### **Great Age Club**

Trustee Georgeann Duberstein has a guest from Compass Rehabilitation for their next meeting on February 2<sup>nd</sup>. She will be reviewing fall prevention and safety with the group. Georgeann also shared that she did receive some feedback regarding the traffic along Route 120, she will be sharing that information with her contact at IDOT.

### **Clerk**

Village Clerk Kathy Metzler spoke with the League of Women voters to schedule the Candidates Forum, once there is a confirmed date, that will be shared. Deputy Clerk Christina Reiser updated the board on the results of the new electronic newsletter.

### **Mayor**

#### **Water Reserve Account Balance – Discussion Only**

There was a discussion on whether or not there should be a minimum balance kept in the Water Reserve Account. After considering projected end of fiscal year balance, new budget requests and expenditures, it was ultimately suggested that we should have a minimum kept in the reserve.

#### **Liquor/gaming License Discussion**

The Village has been approached with the possibility of two new restaurants, both of which have gaming in their proposals. There was a discussion on if the board would approve of one, both or neither having gaming. No opposition was offered to the concept.

### **Business**

**The Concept of Litigation for Derelict House Conditions.** There was a discussion on how to proceed with homeowners of derelict homes when there is no response to letters, citations or adjudication hearings. The board discussed some of the options and the Mayor will be looking further into seeing if those are possible.

**An Ordinance Authorizing the Disposal of Personal Property No Longer Necessary or Useful to the Village.** Trustee George Duberstein moved, seconded by Trustee Jack Chynoweth **Roll call vote:** Ayes: Trustees George Duberstein, Kris Chynoweth, Wally Kriese, Jack Chynoweth and Georgeann Duberstein. -5 Motion carried. Ord. 23-01-339

**Approval of Task Order 23-R0105 Agreement with Robinson Engineering for General Professional Services for \$28,000.** This is budgeted money from the \$380,000 State Grant that will be used for the engineering design of the next summer's scheduled road work.

Trustee Jack Chynoweth moved, seconded by Trustee Wally Kriese **Roll call vote:** Ayes: Trustees George Duberstein, Kris Chynoweth, Wally Kriese, Jack Chynoweth and Georgeann Duberstein. -5 Motion carried.

Trustee George Duberstein moved, seconded by Trustee Georgeann Duberstein to adjourn the January 23<sup>rd</sup>, 2023 All in favor; motion carried.

The January 23<sup>rd</sup>. 2023 Regular Board Meeting adjourned at 7:45 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Kathy Metzler", with a long horizontal flourish extending to the right.

Kathy Metzler, RMC, CMC  
Village Clerk

Jan 18th, 2023

To: Mayor Daley and Board of Trustees  
From: Tim Seiler, Public Works Superintendent

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Listed below are items the Public Works Department is working on and/or completed since the last report:

There were some record low temperatures over Christmas and New Years. We had 3 reports of lines freezing in homes. Two were minor and easily resolvable with space heaters. The big one was on the 600 block of Holiday Lane. The main line in the first unit froze and burst, resulting in the loss of water to all 6 units. The issue was resolved about 14 hours after the first report. Out of all 6 units we received 2 calls. One at 12 midnight, and the other at approximately 9:30 in the morning. From my knowledge it was a normal routine fix with no other issues.

Adam, Wally, and I have been working closely on fine tuning our maintenance schedule and logger program, MaintainX. Adam has added equipment and devices that we were still missing from all our village properties. In addition, he entered the product information of each device for ease of part requisition. Most of the village's vendors have been added as well. Our outlook for this year is to use the program for every day and repeating tasks. Seasonals will be able to have tasks waiting for them to pick up and do once projects are completed and there are moments of downtime. If they need to run to the store or for material, the parts or vendor information will now be more accessible.

I have been working diligently on the budget the past 2 weeks. I feel more confident this year in creating it and my goal was to cut down and gauge the expense of public works more accurately. This is only my second year and going forward I can see public works being able to cut more over the years. This year, as of this report, we have about \$75k in one-time expenses that cover in house projects and equipment in both water and streets combined.

We have been fixing up equipment in the shop and even doing some renovations to the VH building to improve workflow.

If you have any questions or concerns, please feel free to contact me.

Best Regards,  
Tim Seiler

## Mayor's Report for January 24, 2023

- 1) Kathy Metzler has announced that she will be retiring as of May 24, 2023. She will have served Hainesville for 23 years. We will be honoring her at the April meeting. Details will be shared when developed. Christina Reiser, who was hired as the Utility Clerk, became the Deputy Clerk upon Roseann Stark's retirement, is now in training to be the Village Clerk upon Kathy's retirement. We have posted the Deputy Clerk opening on January 17<sup>th</sup> and will accept applications until February 13<sup>th</sup>.
- 2) Houseal Lavigne will join our February meeting to continue the development of our new comprehensive plan.
- 3) Part of next year's budget requests will include the crack sealing and seal coating of the bike paths.
- 4) Much of the lift station rejuvenation work is complete. The remaining work will be done in the spring.
- 5) The new heating unit for the chambers should/could be installed, if all goes according to plan, by January 27<sup>th</sup>.
- 6) The Truck Park development is moving forward. The sale of the property is near completion. IDOT has issued an approval for the Hwy 120 entrance (a major step in the process). Dhami Brothers of Round Lake Park will be using the space for parking their trucks.
- 7) We are well into the process of changing from Waste Management to Groot. We have met with Groot Management and have approved a flier that they will mail to every single-family home. The flier contains all the basic information the homeowner will need for the transition. We have, or will shortly, included the key details in our newsletter, a mass email, on our website and on Facebook. We'll also do a CTY call just prior to the transition date. The basics are: Waste Management will pick up their carts on their last pick-up date (Jan. 30<sup>th</sup>) or the next day. Groot will distribute new carts the week of Jan. 23<sup>rd</sup>. Groot's pick-up day will be Friday. Their first pick up will be Friday, Feb. 3<sup>rd</sup>. Prices remain the same. All current services (garbage, recycling, leaf vacuuming, etc.) remain the same with Groot.
- 8) On January 17<sup>th</sup> I met with an individual looking to start a new business in town. It was a first meeting so I'll share details as they firm up.