

## November 14<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 Christina Reiser took roll call. The following Officials were present: Mayor Gerry Daley, Trustees Richmond, Kriese, Duberstein, Koval and Williams

Absent: Trustee Kris Chynoweth

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

### Establishment of quorum

#### Agenda Approval:

Trustee Koval moved, seconded by Trustee Georgeann to approve the agenda. **Roll call vote:** Ayes: Trustees Richmond, Kriese, Duberstein, Koval and Williams -5 Motion carried.

#### Public comments:

Mayor Daley pointed out that the representative from Gewalt Hamilton and Associates, Darren Monico, was in attendance.

#### Consent Agenda

1. Approval of the October 24<sup>th</sup>, 2023 Regular Board Meeting Minutes
2. Approval of the October 2023 Financial Statements
3. Approval of the November 14<sup>th</sup>, 2023 Bills Payable for \$113,788.28

Trustee Kriese moved, seconded by Trustee Williams to approve the Consent Agenda.

**Roll call vote:** Ayes: Trustees Richmond, Kriese, Duberstein, Koval and Williams -5 Motion carried.

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

##### Finance

Treasurer Hensley updated the Board on the status of the audit and let them know that a draft should be available within a week or two. She also shared that due to the early meeting, there will be an additional check run for our payables that will then be ratified at the next Board Meeting. The Lake County Sewer Rate increases will be reflected on the January utility bills. The new phones for the Village Hall will be installed by the end of the month. The budget request documents have been sent out and Treasurer Hensley is asking for them to be returned by mid-January.

##### Public Works

Tim Seiler's Public Works report is in the packet. Trustee Kriese has been working with Public Works Assistant Supervisor Israel Mancilla preparing the new outdoor decorations. Mayor Daley also shared that 27 Parkway Trees have been ordered and will be delivered by the end of the week and should be planted the following week.

##### Special Events

Nothing at this time

### **Great Age Club**

Trustee Duberstein shared that The Great Age Club recently held their annual Progressive dinner, a great time was had. Their Holiday party is scheduled for December 14<sup>th</sup>. She stated that they have had many new members join the growing group.

### **SWALCO**

The next SWALCO Board Meeting is scheduled for Thursday, November 16<sup>th</sup>. Trustee Duberstein is partaking in the Annual Lake County Transportation Alliance meeting later this week. She will share that information at the next Board Meeting. Mayor Daley informed the Board that one of the signs at Cranberry Lake has been damaged. Trustee Duberstein is working to track down the original design for a replacement.

### **Ad Hoc**

Trustee Kriese spoke with the Landscapers that he has been working with for the Public Works event space, they are looking to have a quote for us by the end of December. He is also looking to have the Holiday Decorations up for display on December 1<sup>st</sup>.

### **Clerk**

Clerk Reiser and the office staff have been working to get things ready for the Hainesville Holiday Happenings. There will be Letters to Santa, a gingerbread house contest, you can bring in an ornament to help decorate or tree and we are a collection site for Toys-For-Tots. The Board was also informed that the Village of Hainesville Staff Holiday Party will be held on Saturday January 20<sup>th</sup>, 2024.

### **Mayor**

Mayor Daley's report is in the packet

### **Business**

#### **Water/Sewer/Garbage Rates (For Discussion Only)**

Mayor Daley shared with the Board what the suggested rate increase would look like, with no increase in water and sewer rate, and a \$1.00 increase in garbage rate based off of what Groot will raise their rate to. After discussion, this item will be on the agenda for approval at the December Board Meeting.

**An Ordinance Establishing Regular Meeting Dates for 2024.** Trustee Duberstein moved, seconded by Trustee Koval **Roll call vote:** Ayes: Trustees Richmond, Kriese, Duberstein, Koval and Williams -5 Motion carried. Ord. #23-11-352

**A Tax Levy Ordinance for \$495,000 for the Tax Year 2023.** As discussed in the September meeting. Trustee Duberstein moved, seconded by Trustee Richmond **Roll call vote:** Ayes: Trustees Richmond, Kriese, Duberstein, Koval and Williams -5 Motion carried. Ord. #23-11-353

**An Ordinance Adopting the Annual Tax Levy for Cranberry Lake Special Service Area Number One of the Village of Hainesville for \$25,200 for the Tax Year 2023.** As discussed in the October meeting. Trustee Koval moved, seconded by Trustee Kriese **Roll call vote:** Ayes: Trustees Richmond, Kriese, Duberstein, Koval and Williams -5 Motion carried. Ord. #23-11-354

**Approval of Gewalt Hamilton & Associates Engineering Contract.** Gewalt was 1 of 5 firms interviewed and the unanimous choice of the interview team. Trustee Kriese moved, seconded

by Trustee Koval **Roll call vote:** Ayes: Trustees Richmond, Kriese, Duberstein, Koval and Williams -5 Motion carried.

Trustee Richmond asked Mayor Daley and Trustee Koval what set this group apart from the rest. Trustee Koval said that outside of qualifications, which Mayor Daley stated all that were interviewed had the qualifications needed, Gewalt Hamilton & Associates had a personality that fit well with our small town and felt better suited for that.

Trustee Duberstein moved, seconded by Trustee Kriese to adjourn the November 14<sup>th</sup>, 2023 All in favor; motion carried.

The November 14<sup>th</sup>, 2023 Regular Board Meeting adjourned at 6:56 p.m.

Respectfully submitted,

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

Christina Reiser  
Village Clerk

Nov 8th<sup>th</sup>, 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:

In November,

The light pole at Misty and 120 is completely installed wired and is working.

Civil War Event went smoothly. Israel, Troy, and I worked parking.

Israel gave the median curb heads on all the entrances a fresh recoat of yellow paint. There is one that wasn't done on Cranberry. He ran out of time that day and we haven't gone back yet. The entrance curb along W Bighorn was also painted to reinforce the no parking signs there.

Dave Schultz and Snowplow Mikey drove for the Halloween hay ride. Dave said it was very successful. Israel and I worked on fabricating railings for the trailers.

Israel, Dave, and I worked on installing a new drainage line in the rear of 173 Stillwater. This is to alleviate pooling of water in our easement between the properties and somewhat help to correct the poorly planned engineering when things were first built.

Other projects we've been working on include meter radio repairs, some vehicle and tool maintenance/rebuild, removing bee nests, removing parkway trees, mowing, and fall clean up.

Going forward we are looking to finish up parkway tree installation and get ready for winter.

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

Best Regards,  
Tim Seiler

## Mayor's Report for November 14, 2023

- 1) In the past, Lake County Building officials have been called out by the fire department, to inspect homes that have been involved in a fire. The inspector decides if the dwelling is or is not habitable. If it is not habitable, the building is "red tagged." This frequently means that the inspector is roused out in the middle of the night and we are charged for his/her time. Recently, Lt. Tony Breuscher, of the Round Lake Area Fire Department, notified me that he and others on his staff are qualified to perform the red tagging. I have sent a letter to Fire Chief Formica authorizing his staff to perform the red tagging. Lake County will follow up during regular business hours.
- 2) A second party has shown interest in the property that adjoins the 7-11 along Hwy 134. He is interested in putting a storage for rent facility on the site. I'll keep you informed if it proceeds.
- 3) I've recommended the hiring of Gewalt Hamilton & Associates Engineering firm. The contract is on the agenda for approval. I will be meeting with the GHA team on 11/17 to initiate the transfer of duties from Robinson.
- 4) The staff, attorneys, and I are working on developing the necessary procedures and ordinance to implement the Paid Leave for All Workers act that takes effect on January 1, 2024.
- 5) We will be replacing our current phone system over the course of the next month or two. This was necessitated by the imminent discontinuation of POTS (plain old telephone service) lines. We will be moving to a cloud base system and I can guarantee that there will be some hiccups along the way.
- 6) Trick or Treating went well. There were no reported incidents and the hayrides, that were once again provided by Dave Schultz and his worker Mike, were well attended.
- 7) I'm meeting with Deputy Chief Myhra to discuss the enforcement of the Village's overnight parking ban. Various residents have commented on, what appears to be, spotty enforcement.
- 8) We are once again up to full staffing in the Village Hall. Kelly is training our new employee, Dawn Kantner, on our Utility Billing system and process.
- 9) The annual "Winter Letter" has gone out via our Constant Contact system. It contains reminders of various ordinances that take effect at this time of the year.
- 10) Finally, a big thanks to ex-Trustee George Duberstein for another successful Civil War re-enactment. It had our largest crowd to date and the credit goes to George. Thank you sir.