

## December 19, 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 and Treasurer Kelly Hensley

### Establishment of quorum

#### Agenda Approval:

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

#### Remote Audit Presentation by Scott Termine with Forvis for the Annual Financial Report Fiscal Year Ending April 30, 2023

Scott Termine began by thanking the Mayor and Board for allowing them to do the audit again this year, he also thanked Treasurer Kelly Hensley for all of the hard work she put in preparing all of the documentation. Mr. Termine recapped the audit and shared the results. He stated that the Village had to meet some additional requirements this year as well, but there was nothing of concern found in the process. He will join us again remotely during the January Board meeting for final discussion.

#### Public comments:

Resident Kevin Barrett wanted to thank Mayor Daley and our Public Works crew for their urgency and hard work in helping with an issue at his home. He also wanted to share that a new neighbor had approached him about seeing a group of people in 2 cars going around and attempting to open car doors. He was wondering if this has been an ongoing issue within the Village. Mayor Daley let him know that the Police Department was aware of the situation. Resident Bonnie Ehrenberg wanted to know if we could require residents to leave lights on outside of their garage for additional safety, Mayor Daley does not believe that we can require it but will check with our attorney.

#### Consent Agenda

1. Approval of the November 14, 2023 Regular Board Meeting Minutes
2. Ratify the November 28, 2023 Bills Payable for \$111,117.01
3. Approval of the November 2023 Financial Statements
4. Approval of the December 19, 2023 Bills Payable for \$189,658.63

Trustee Kriese moved, seconded by Trustee Duberstein 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

Nothing to report, everything is under Business.

### **Public Works**

Trustee Kriese thanked Resident Barrett for his kind words. He then recapped Tim's report which is in the packet.

### **Special Events**

Nothing to report

### **Great Age Club**

Trustee Duberstein shared that the group had a nice Holiday party with 19 people in attendance at Uprooted Restaurant.

### **SWALCO**

Trustee Duberstein had nothing to share for SWALCO, but will have a transportation report at the next meeting.

### **Ad Hoc**

Nothing to report

### **Clerk**

Clerk Reiser let the Board know that the Holiday Party has been set for January 20<sup>th</sup> at Steven's Steakhouse. She shared that we will have a new business in town early 2024. Boba Tea and Snow Ice House will be located at 17 W. Belvidere Rd. It was also shared that the Village no longer has the electronics recycling dumpster over by Public Works. Residents can use the one located at Avon Township. Clerk Reiser also reminded the board to be sure not to use Reply All in emails pertaining to public business out of respect for the Open Meetings Act.

### **Mayor**

Mayor Daley's report is in the packet.

### **Business**

**Accept the Annual Financial Report Fiscal Year Ending April 30, 2023** Trustee Duberstein moved, seconded by Trustee Kriese **Roll call vote:** Ayes: Trustees Richmond, Kriese, Duberstein, Koval and Williams -5 Motion carried.

**Approval of the Annual Treasurers Report Fiscal Year Ending April 30, 2023** Trustee Kriese moved, seconded by Trustee Koval **Roll call vote:** Ayes: Trustees Richmond, Kriese, Duberstein, Koval and Williams -5 Motion carried.

**An Ordinance Adopting Paid Leave For All Workers Policy.** By passing this ordinance and Personnel Handbook changes, we meet the requirements of the new State Law which goes into effect as of January 1, 2024. Trustee Koval moved, seconded by Trustee Kriese **Roll call vote:** Ayes: Trustees Richmond, Kriese, Duberstein, Koval and Williams -5 Motion carried. **Ord.# 23-12-354**

**Approval of the Trivessa Website Redesign Agreement for \$8,499.00.** As previously mentioned to the Board, the software behind our website will become obsolete within a year. That necessitates a number of changes to keep our site functional. We will also be redesigning the site to make it more user friendly and less cumbersome to navigate. Trustee Kriese moved,

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

**Appoint George Duberstein to replace Kris Chynoweth as Trustee Effective January 1, 2024.** Kris Chynoweth has resigned effective December 31, 2023, I am recommending that George Duberstein be appointed to serve the remainder of her term which ends May of 2025.

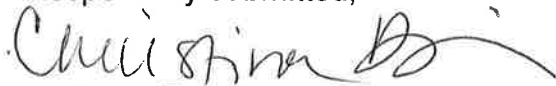
Trustee Kriese moved, seconded by Trustee Koval. Mayor Daley commented in response to an email that Trustee Williams sent regarding the recommendation made for the appointment of a new Trustee. There was further discussion on the process of appointing a trustee after a resignation. Once the Trustees that were present voted, Clerk Reiser stated that an ordinance, resolution, or motion, requires 4 affirmative votes to pass. Since one-half of the trustees have voted in favor of the motion, though there is no tie vote, Mayor Daley was called to vote.

**Roll call vote:** Ayes: Trustees Kriese, Duberstein, Koval and Daley -4 Motion carried. Nays: Richmond, Williams

Trustee Duberstein moved, seconded by Trustee Kriese to adjourn the December 19, 2023. All in favor; motion carried.

The December 19, 2023 Regular Board Meeting adjourned at 7:14 p.m.

Respectfully submitted,



Christina Reiser  
Village Clerk

Dec 14th<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 December,

Crew and Mr. Schultz stump ground all trees necessary from the summer of 2023 removals. Twenty six new trees have been planted to replace the parkway trees taken down. We plan to remove 20 each year and always replace more. We have been adding the extra trees to open parkways areas that have never had trees, as well as the open areas of village owned properties.

Because it is cold, we started our winter swap. Vehicle and machine maintenance and winterizing is being completed mostly by Israel, and might I say he is really stepping up and getting things done well. Not to go far off subject, but Israel has been a great addition to the team, and I'm amazed by the extra effort he puts in to ensure things are done correctly and to the best they can be.

The Tool Cat and John Deere are nearly back to like new working order. Only a couple of things yet need to be completed.

All Holiday Lights and Displays are up.

Other than those big things, it's been the normal shop and town maintenance, winter prepping, and budget prepping.

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

Best Regards,  
Tim Seiler

## Mayor's Report for 12/19/2023

- 1) I met with Rick Leber from Robinson (water side) and he is going to submit a proposal for a preventative maintenance plan that will include the water tower, well houses, and lift stations.
- 2) I met with Darren Monico of Gewalt and some other members of his team so that they can start developing some cost estimates for next year's budget. Those numbers should be coming in this week or next. Also, Darren and I have met with an engineer representing McMahon Services. They are the company located just south of the Public Works building. McMahon wants to tear down the old house on the property and build a 9,000 square foot building to expand their storage space. This was a first step meeting to talk about the approval process.
- 3) The new phones are in and will be made operational in the next couple of weeks. We are taking this time to try to learn how to use them.
- 4) Firestone is operating out of the new building. I dropped by Thursday, 12/7 and spoke to Greg and Joe Kane, the owners. They are operational but not completely transitioned. All other possible tenants have withdrawn their interest.
- 5) I have two initiatives in the works. First, I approached Russo's management and asked if they were interested in donating the property they own on the west side of Old Hainesville Road and south of the back entrance to Firestone, to the Park District for the development of some pickleball courts. I'll know more in the new year.

The second initiative is the development of the lot in front of the Public Works Building. I have received a landscaping plan and it looks fantastic. The landscaper should be providing me with pricing soon. Once that is received, I'll present the design to the Board for discussion.

- 6) The Christmas decorations are up. Take a look at the new Santa and reindeer out in front of the Public Works building. Also, the office staff has, for the second year in a row, set up for us the Gingerbread House contest, Toys for Tots drop off, Bring an ornament to hang on our tree, and Letters to Santa. Nice job ladies.
- 7) The office will be closed from December 25<sup>th</sup> through January 1<sup>st</sup>. The staff and I will be monitoring our phones and emails.