

June 9th, 2015 Regular Board Meeting Minutes

Meeting called to order at the Village of Hainesville Council Chambers by Mayor Linda Soto at 6:32 p.m.

Mayor Linda Soto led the pledge of allegiance to the flag.

Clerk Kathy Metzler took roll call. The following Officials were present: Mayor Linda Soto, Trustees Georgeann Duberstein, Hein, Daley and George Duberstein

Also present were: Village Clerk Kathy Metzler Treasurer Kelly Hensley, Public Works Superintendent Jeff Gately, Village Attorney Jim Rock, Village Engineer Greg Gruen, Chief Perlini and Deputy Chief Jeff Myra

Absent: Trustee Derenoski and Trustee Barrett

Establishment of quorum

Trustee Derenoski may be late due to a medical appointment.

Agenda Approval:

Trustee George Duberstein motioned to approve the agenda as presented; seconded by Trustee Georgeann Duberstein.

Roll Call:

Ayes: Trustees Georgeann Duberstein, Hein, Daley and George Duberstein

Absent: Trustees Derenoski and Barrett

Motion carried.

Guest Speaker Walter Willis, Executive Director SWALCO to present Commercial Hauling Ordinance & Program for Commercial Hauling

Walter Willis presented a Commercial Hauling Ordinance and Program for Commercial Hauling. He stated that if this ordinance is passed, within three years the Village will likely be able to double the number of businesses in the Village that have recycling and this will be able to be tracked. There is a letter that can be sent to businesses that states it is a voluntary program but the haulers will actively engage with the business community to try to get them to take recycling service if this ordinance is passed. Mr. Willis explained the commercial franchise which is a similar concept as to the residential sector; one hauler has exclusive rights to collect waste from the single family and condos. Seven Lake County municipalities have done this and have seen reduction in costs for their businesses, fewer trucks in their Village, no fuel surcharges. It has been popular. In 2014 the waste industry got upset with Lake County so they changed the municipal code. They made it more difficult for municipalities to do a commercial franchise by passing the law. Mr. Willis has worked with the hauling community and they agree with the ordinance content. There will be a registry of haulers instead of those licensed in a town.

If this ordinance passes, the Village can move ahead with the commercial franchise three years out. It will need to be put in a notice that the Village intends to pursue a commercial franchise. If it passes in July, then in August the Village would have to start keeping a record of the number of businesses that have recycling service with a hauler. Every six months they will report to the Village how many of the businesses are recycling. After the six months if they can't document that 50% or more are recycling the Village can move ahead with the commercial franchise which has its own process in the statute. If 50% is made, the Village can make them continue to report. But if it dips below the 50% for two consecutive 6 month periods the Village can move ahead with the franchise.

The Village will need to discuss with the Village Attorney if linking to SWALCO on the website will meet the requirements. SWALCO will do the record keeping for the Village.

If a Village doesn't have an interest in franchising, that could be decided later. The ordinance isn't obligating the Village to do this.

Trustee George Duberstein asked where the opposition to the ordinance came from and Mr. Willis stated that there is no opposition to the Ordinance; the opposition is in Springfield. Trustee George Duberstein stated that the purpose of the Ordinance is to increase the amount of recycling done by a commercial establishment. Is the threat of going to one contract for all commercial establishments the hook that is being used to get them to recycle. Mr. Willis noted that the 50% requirement was done by the hauler but if that isn't reached the Village can go to franchising. Mayor Soto added that the benefit for the Village to pursue a commercial franchise is that there isn't many different haulers showing up on different days. Trustee George Duberstein asked if the idea of going to one franchise for all commercial refuse can be done without doing the ordinance. Mr. Willis stated that cannot be done without the ordinance. Trustee George Duberstein asked if the Village did this and went through the period of time and then go out with a RFP if some commercial businesses have a contract with an individual hauler that goes beyond that period of time do they get grandfathered in at the end of the contract or does the contract lapse. Mr. Willis explained that if the Village is serious about doing this they would have to talk to the Village Attorney about licensing the haulers for commercial businesses. After the Village awards the contract to that hauler there will only be one commercial license and it is a year to year arrangement; there is no guarantee. If their contracts extend beyond the license period it is there problem.

Trustee Daley feels it is arm twisting. Village Attorney Jim Rock stated that the end game does not necessarily mean the Village has to franchise. It can get to that point and continue the process as it is. The goal is still accomplished to increase the amount of recycling in the businesses. Mr. Willis suggested alerting businesses that this is voluntarily. The business community needs to know that the ordinance was passed and they might see some sales activity. Mayor Soto stated that some neighboring business communities are happy to have reduced cost and free recycling.

Trustee Georgeann Duberstein asked if the Village Clerk knew what the business community is using now for their recycling but she did not. Mayor Soto added that not all the businesses share with the Village who they use as a hauler because there is no need for the Village to

know. Mr. Willis stated that with the ordinance the Village will know which hauler is active in the Village and which businesses recycle.

Mr. Willis added that SWALCO works hard on legislation with local government. He explained about the electronic recycling and money will run out in August. There will be another Board meeting in June and hopefully we will have some direction. Trustee Georgeann Duberstein asked if SWALCO didn't fund anymore that would put pressure on the legislature to actually act. Mr. Willis stated that SWALCO went into distress last year and it was a powerful tool.

Trustee Barrett entered the Council Chambers at 7:03 p.m.

Public comments:

Phil Domas, 328 Katherine Dr., Hainesville, IL 60030 – stated that he is putting up a shed himself. Utilities run in the corner of his lot but ComEd told him he could put it there but Nicor told him not to put the shed over their utilities. He put it up on the opposite side but it violated a building code. It is not directly behind his house. He has a big deck that he rebuilt so the shed would be about 4 feet off the deck. On the right side he has an oak tree. He asked the Board for a variance. Mayor Soto spoke to Mr. Domas last week. She brought the Board up to speed. Mr. Domas did apply for a shed permit and was granted the permit and aware of the rules. When JULIE came out and marked the utilities they were under the shed and sometimes sheds do go over utilities with no problem. When the inspector went out the shed was not where it was supposed to be placed. The Mayor did not understand why, when Mr. Domas got the permit and was told where it should go, why Mr. Domas didn't call the Village. Mr. Domas put it where he wanted to put the shed. Mayor Soto is in contact with the building department and they will have JULIE go back out. This is not going to be handled in 24 hours it will be in a timely manner. If this issue had been brought to the Village when the question came up it would be expedited. Mr. Domas did it without consulting the Village and it will be addressed but the answer will not be right away. Also, the Mayor stated that if he should ask for a variance a special meeting will have to be set with the Board and Building Department. The Mayor added that a lot of shed permits are issued this time of year. One shed is being put up a block from Mr. Domas and they followed the rules where Mr. Domas did not. If he gets the variance the other homeowner will want to know why Mr. Domas was able to put the shed where he wanted to. This is the challenge. It will not be resolved at this meeting but is in the Building Department's hands and then the Mayor will come back to the Board and decide if a variance hearing is needed.

Trustee Daley asked if the concrete was poured. Mr. Domas stated that a wooden platform was used with stones so moving it would not be easy and it would take a day and a half.

Mayor Soto repeated that the Building Department is pursuing the matter. Mr. Domas stated that he spoke with neighbors and they don't mind if the shed is put where he wants it. Ted Mueller is his neighbor. Mayor Soto stated again that when the problem came up Mr. Domas should have called back. Mr. Domas misread it and put it in the wrong spot. Mr. Domas doesn't think it makes sense to put it where the Building Department wants it because it is in the middle of the yard.

Ted Mueller, 318 E. Katherine Drive, Hainesville, IL 60030 – lives next door to Mr. Domas and Mr. Mueller is happy that permits are handled through Lake County because in the past there have been misplaced fences and sheds. He would like the Board to give serious consideration to Phil's request. It is in his yard and hardly seen from the street unless you look for it. Mayor Soto stated that as a former Mayor Mr. Mueller should know the procedure for a variance. The Village does have to go through steps and are in contact with the Lake County Building Department. The Village gave them a job to do and they are doing it. It is in the process of being handled. For the record, Ted Mueller has no problem with the shed placed where Mr. Domas wants it placed.

Omnibus Vote Agenda

1. A Motion to Approve the May 26th, 2015 Regular Board Meeting Minutes
2. A Motion to Approve the July 2015 Bills Payable for \$218,160.72
3. A Motion to Approve Payment No. 1 for Chicagoland Paving Contractors for \$72,298.50

Trustee Daley motioned to approve the Omnibus Vote Agenda as presented; seconded by Trustee George Duberstein.

Roll Call:

Ayes: Trustees Derenoski, Georgeann Duberstein, Barrett, Hein, Daley and George Duberstein

Absent:

Motion carried.

Reports and Communications from Mayor and other Officers:

Village Engineer

Village Engineer Greg Gruen reported that the Board approved in the Omnibus Chicagoland Paving request #1 for \$72,985.00. The project was completed over 3 days about a month ago. They had a \$75,000 budget and did the patch work on the east side of town in anticipation of doing a major street resurfacing in the next year or two. Most patches are in the center of the street and they will be maintained. They will grind closer to the curb lines and pave over.

Greg noted that Washington Street LCDOT improvements bid out the job. The successful bidder was Berger Excavating. There is a Hainesville force main and the relocation cost will be paid by the Village. The original estimate from Patrick Engineering in December 2012 was \$119,876 and the price from the county is \$205,661. He requested a meeting with LCDOT the week of June 22nd to review costs and make sure none of the line items are things the Village shouldn't be paying for. Mayor Soto stated that once he provides her with the information she will talk to Emily Kerry and Paula Trigg to see where the Village can go with this issue.

Trustee Daley asked if the increase in cost is because time has passed could the Village ask the County to pick up some of the cost because of their delays. Greg didn't know of any precedent. The Mayor stated that she will do just that.

Trustee George Duberstein understands that prices go up over time but how could the estimate be that far off. Greg stated that the cost for the entire project was over their original estimate not just this line item. Costs go up 2 ½ to 3%. There were only 2 bidders on this job

usually there are more; less bidders less competition and higher the prices. The winning bid was the lowest bid.

Trustee Georgeann Duberstein stated it is almost 100% increase and is outrageous for just a few years. Mayor Soto agreed and that is why the Village is taking the stance they are and having a meeting.

Village Attorney

Village Attorney Jim Rock reported that he worked on an updated contract with Rolf Campbell Associates for the Village Planning Services. He expects the contract to be ready for the Board's consideration and vote at the next Board Meeting.

Trustee Daley asked if he looks for lower dollar figures. Jim stated he is looking at the legal prospective and protecting the Village's interest and Mayor Soto has been in discussion of the cost. The Mayor stated that when Manhard took over Rolf Campbell they never changed the contract and the fees were not updated in 10 years. There will be a slight increase in cost and the language of the contract is in par with the other Manhard contract.

Public Works Superintendent

Public Works Superintendent Jeff Gately stated that he put his new status report of different projects at their places at the dais. The street light replacement is 50% complete and the tree project starts Monday. The report gives an idea where some of the seasonal workers are spending their hours. This report will be included in the packet moving forward.

Jeff also handed out a fact sheet about the Public Works Department such as what they maintain.

Trustee Daley asked for any impression on the new lights. Jeff stated that the lights are bright at night. The old lights used 175 watt and now down to 55 watts. Once the lights are in Jeff will call ComEd and they will drop the rate so there is a substantial savings. Mayor Soto went out the first night and it does put a lot of light on the street. The electrician was able to install more lights each day than anticipated. The poles are leaning because of the different light fixture so the electrician will start adjusting and straightening some of the poles at no cost.

Trustee Barrett asked if he could list some of the ancillary equipment such as gators, tractors, sewer jetter etc. which Jeff will do.

Trustee George Duberstein asked if where the light falls can be adjusted with the new fixtures. Jeff stated that they can be turned by moving the whole fixture. They are designed to shine most of the light on the street and a little back light. There may be issues with the ones on the corner but no complaints yet. Beacon would adjust the lights.

Trustee Georgeann Duberstein stated that the grass is tall at the Hainesville Meadow and she can't see if the drainpipe has been put in lower. Jeff stated that the grass is covering it and it is on the schedule but not on the report because Jeff didn't start on it.

Police Chief

Police Chief Perlini reported that a new statistical report was run and is about 90% completed. It is a different format and they will keep working on it. Dick Welton can tweak it. The basic numbers from the old report are back. About 6 months ago there was a computer change and it hasn't been the same since. Mayor Soto stated that the report was not forwarded yet because she had questions that needed to be clarified.

The Chief reminded everyone that school is out and everyone should use caution when driving. He also stated that the new lights do make a difference.

The Chief also stated that Jeff Myhra will be promoted to Deputy Chief. Chuck Foy will be promoted from Sergeant to Commander. Tim Warner will be promoted from an Assistant Watch Commander to Sergeant as well as promoting someone to Watch Commander.

Trustee Georgeann Duberstein asked if signs will be put out at Hainesville Road and Tall Oak Drive on the weekends. Jeff Gately stated he has them and they are ready to go but the weather hampered him putting them out. They will go out Friday until Monday morning.

The Chief is waiting for the new speed sign. Mayor Soto stated that the speed limit had to be voted on and acknowledged by the County Board on June 9th. So the signs should go out shortly. The Chief stated that once the signs are changed there will be enforcement with warnings.

Treasurer

Treasurer Kelly Hensley reported that this Board packet has the new format for bills payable report. It is lengthy but once the office gets caught up she will look at a different format to have all the same things but condensed.

Kelly stated that the new software is very user friendly. The office staff feels the software is going smoothly. Utility Clerk Donna has been in contact with support many times. Kelly is continually training Donna on Utility Billing because it is a cumbersome project. She hopes to feel relief on that area in a few months. Setting up procedures is a long term project Kelly is working on.

Trustee Daley added that the software is dominating a lot of time because there is a lot to learn. He has had positive feedback from the staff.

Kelly noted that regarding ADP (new payroll system) there was some behind the scenes work she needed help from ADP and it was frustrating. She had to self-teach herself to get it where she wanted it. Kathy inputted the payroll and it went smooth. Mayor Soto added that Kelly did ADP's job and they never received training. The Mayor plans on composing a letter because she feels the Village is owed free service from them.

Village Clerk

Village Clerk Kathy Metzler reported that she has the prevailing wage ordinance on under business. Also working on cleaning up her desk.

Mayor

Mayor Linda Soto read a thank you note from Joann Johnson for the Board and staff's support and help in planning of the memorial service for Erland Johnson. There was a thank you note from Kathy Metzler regarding the Village acknowledging her 15 year anniversary. There was also a thank you note from Lisa Hirschman thanking the Mayor, Deputy Clerk Roseann Stark and the Village for their help with a driveway permit.

The Mayor was a guest reader at Prairie View.

The Mayor attended an Open House at Robinson Engineering on June 4th. Several staff and board members were in attendance. It was a nice facility in Volo.

Business

A Motion to Adopt the Prevailing Wage Ordinance

Trustee Daley motioned to adopt the Prevailing Wage Ordinance; seconded by Trustee Barrett.

This is a requirement and there are penalties for not complying with the statute. Village Attorney Jim Rock recommends strongly that the Board adopts the ordinance.

Roll Call:

Ayes: Trustees Barrett, Hein, Daley and George Duberstein

Nays: Trustee Georgeann Duberstein

Absent: Trustee Derenoski

Motion carried.

Ordinance #15-6-206

Update on SWALCO ELECTRONIC RECYCLING – Program could still be in jeopardy

The Mayor discussed the SWALCO Electronic Recycling. Hainesville is a member of SWALCO and she serves on the Executive Committee Board. There was a crisis over a year ago regarding the Electronic Recycling Program. The committee was faced with deciding to either shut down entirely or to keep it going by funding from SWALCO reserves. The decision was made to downsize from 18 locations to 6 and there was a temporary halt on one-day or two-day recycling events. The Mayor was outraged with Springfield's lack of action and wanted to shut it all down and let the residents of Lake County know that there is no electronic recycling and let them put the pressure on Springfield. However, it was decided to put \$200,000 into it and SWALCO kept 6 sites going. They hoped this bought time to get the legislation passed and hoped that would be the answer. Both houses in Springfield passed the legislation. The Speaker has up to 30 days to forward it to the Governor. Once it goes to the Governor he can sit on it for up to 60 days. By early August the Electronic Recycling Program will most likely be out of money. To keep it running from August to December 31st it will take another \$130,000 from the SWALCO reserves. The Mayor's reaction was to shut it down. The majority of the Executive Committee decided that at the June 25th, 2015 SWALCO Full Board meeting there will be a discussion and a resolution asking the Board to vote that \$130,000 be taken out of

their reserve fund to fund the program until the end of the year with the stance that if there is no program approved at a no cost basis on January 1, 2016 electronic recycling will cease. It will also be decided at the June 25th meeting where to get more money to keep the program going. Members of SWALCO pay a yearly fee and also get some money back but it is less and less. The members can live without the money but they are not going to pay to keep the program going. They may go to each SWALCO member and ask them to add a monthly SWALCO fee to their utility bill.

The Mayor discussed SWALCO further. If anyone has any thoughts she encouraged them to contact Springfield. The long term solution will be that whenever someone buys an electronic device they should be charged a recycling fee but manufacturers have been fighting this idea.

Trustee Daley added that perhaps they can increase dues.

Trustee George Duberstein asked what the \$130,000 and \$200,000 is used for and the Mayor responded that it is for staff, equipment, etc. Trustee Georgeann Duberstein asked who gets the money from the recycling. The Mayor stated that SWALCO gets the money from the recyclers and a portion is sent back to the municipalities based on their participation and if they kept it all it still would not be enough.

The Mayor stated that another point brought up was since there are only 6 sites should they get a bigger share and should anyone else get anything. It was decided to leave it the way it was since it was a temporary situation but now things have changed.

Trustee George Duberstein motioned to adjourn the June 9, 2015 Regular Board Meeting; seconded by Trustee Daley.
All in favor say aye, motion carried.

The June 9, 2015 Regular Board Meeting adjourned at 7:58 p.m.

Respectfully submitted,

Kathy Metzler, RMC, CMC
Village Clerk

June 9th, 2015 Committee of the Whole Minutes

Meeting called to order at the Village of Hainesville Council Chambers by Mayor Linda Soto at 8:07 p.m.

Clerk Kathy Metzler took roll call. The following Officials were present: Mayor Linda Soto, Trustees Georgeann Duberstein, Barrett, Hein, Daley and George Duberstein

Also present were: Village Clerk Kathy Metzler, Treasurer Kelly Hensley and Public Works Superintendent Jeff Gately, Village Attorney Jim Rock, Chief Perlini and Deputy Chief Myra

Absent: Trustee Derenoski

Establishment of quorum

Agenda Approval:

Trustee Barrett motioned to approve the agenda as presented; seconded by Trustee George Duberstein.

Roll Call:

Ayes: Trustees Georgeann Duberstein, Barrett, Hein, Daley and George Duberstein

Absent: Trustee Derenoski

Motion carried.

Approval of Minutes

1. A Motion to Approve the May 5th, 2015 Finance Committee Meeting Minutes
2. A Motion to Approve the May 7th, 2015 Wetland Meeting Minutes

Trustee Daley motioned to approve minutes as presented; seconded by Trustee George Duberstein.

Roll Call:

Ayes: Trustees Georgeann Duberstein, Barrett, Hein, Daley and George Duberstein

Absent: Trustee Derenoski

Motion carried.

Committee of the Whole

Finance & Human Resources – Trustee Daley summarized what the committee has done in the past. Human Resources was not discussed often in the committee meeting, however, 6 years ago they re-wrote the personnel manual, he signs off on new hires and other personnel matters.

Trustee Daley explained current issues from the Committee. He is working on setting up access into the new software for Trustees and Jeff Gately. They will also be working on access for the residents. Payroll has also been changed from in-house to ADP. The Village is also switching from E-Pay to Point and Pay because it works with the Village's new software. Trustee Daley is also working on customized reports.

Trustee Daley stated that he is preparing for the upcoming audit. It has been delayed due to the new software. The new software should be incorporated into next year's audit and simplify the process.

Trustee Daley noted that Trustee Hein is also on this committee. She has read the personnel manual and feels it is well-laid out and meets the Village's needs.

Finance will implement a purchase requisition form. He explained the approval process. The purchase requisition should be implemented in about 3 weeks. It will be approved first before signing off on any checks; this is another control.

Finance is also looking at the mobile phone contract. Jeff Gately feels that both a phone and tablet would be necessary. Kelly stated that during the training it was decided that for the amount of work orders we can print them and give them to Jeff. Mayor Soto stated that the tablets may be purchased next year. Trustee Daley was not aware of this.

Trustee Daley monitors the budget, helps negotiate contracts, tries to find ways to reduce costs and expenditures. He concluded that the Board will not see many action items from Finance or Human Resources because a lot of the work is in the background but he will give updates.

Trustee Georgeann Duberstein asked about the personnel evaluations. Trustee Daley stated that a week ago they received the first evaluation form from GOV-HR. It has been edited by Mayor Soto and emailed the changes and suggestion to them. They are waiting to receive it back. The evaluation was aimed at Jeff Gately's position and will keep working on it. There will be ratings and standards and goals which will be measurable.

Trustee George Duberstein asked if the financial information is digitalized will it be kept on an in-house computer, off-line, cloud and what is the backup system. Trustee Daley stated it is everywhere. Kelly explained about the backup systems. The question was asked if there was a disaster in the Village Hall how long before the computers would be up and running. Kelly stated that once the computers are replaced and IT comes out the Village can be up and running within a business day.

Economic Development – Trustee Barrett met with the Mayor. He would like to see a greater push to sell the old Village Hall property and get the landowners behind in to make some improvements. Fine Line has a lot of cars back there. The Mayor would reach out to Lake County inspectors, Jeff Gately and Trustee Barrett and then sit with Fine Line to clean up.

Trustee Barrett reached out to some fast food places such as Jimmy John's but they were not interested. He would like to piggy back with Grayslake's marketing program and sit down with Banker, Tim Perry. He has about 8 other businesses to contact.

Mayor Soto did speak to Bob Springer at Lake County and he could meet next week but Trustee Barrett would not be able to meet so it was decided for them to get together within a few weeks.

Trustee Daley asked for the value of the old Village Hall. Mayor Soto stated that there were 2 appraisals done; she recalls one was \$400,000 and the other \$210,000 approximately, but that was when the market was low. She will pull the past appraisals. Trustee Daley added that if the Village wanted to sell it an incentive could be to lower the price. Mayor Soto wants to pursue working with the property owners behind the old Village Hall to find out where they are headed. She does not want to push anyone out of the community but Fine Line needs to make improvements. That property plus the Village Hall property makes a much more marketable opportunity. She would like to feel them out.

Trustee George Duberstein asked what the advantages are for a business to come to Hainesville. Trustee Barrett noted that the old Village Hall property is where 2 state highways intersect and within walking distance of a major automotive repair facility, Walgreens, gas stations, etc. A demographic study was not done yet per Trustee Barrett.

Mayor Soto also stated that in the land use committee for Route 53 there will be opportunity to get updated demographics and other information that the Village can use to promote Hainesville without the Village spending the time and money for all the research. She will have more information by the July meeting.

Trustee Georgeann Duberstein was of the opinion that the Village should emphasize retail businesses to get the sales tax benefit. Mayor Soto added that it may be retail and light industrial.

Mayor Soto reminded everyone that Economic Development Committee has just started. Everyone wants retail but people don't all shop in retail stores. The retail market is changing.

Public Safety – Trustee Hein reported on the blood donor drive which will take place August 1st. It will coincide with the garage sale and is sponsored by the Heartland Blood Centers. They will do all the marketing and will market it with the garage sale. She will meet with a representative early next week at the Village Hall. Everyone who donates blood will get a \$5 gift card for Target.

Trustee Hein is also working on a Safety and Evacuation Plan for the Village Hall and the Public Works Buildings. She has contacted the fire department and they found one they did a few years ago. There is no address or map but has some training information. She will meet with the fire department representative and find out how to implement it for the Village Hall and Public Works Building. Treasurer Kelly Hensley had asked previous EMA officers for an evacuation plan and procedures in case of a fire or tornado for Village Hall.

Administration – Mayor Soto was asked by Trustee George Duberstein what a new resident is given when they move into the Village. Mayor Soto reported that Deputy Clerk Roseann sends a letter, Things You Need to Know with good information and a magnet, which was mailed to all residents in 2013. Roseann also mentioned that Trustee Georgeann Duberstein had gotten coupons from businesses in the Village to mail them to new residents. However, not all businesses are offering coupons again. The Mayor would like everyone to look at what

is being sent and see if a better cover letter could be done. The magnets are also running low so should the Village order more. The price for 250 magnets would be \$153.13 or 500 magnets for \$204.58. It was decided to order the 500 magnets. It was discussed on the Things You Need to Know letter under the Trustees section take off the phone numbers listed, which are the Village Hall number and list email addresses for the Trustees. Trustee Georgeann Duberstein asked if at the time of Business License renewal a reminder for coupons could be added. Village Clerk Kathy Metzler stated that is not a good time to add another letter for coupons; they don't always complete the forms that they need to. She suggested another mailing. The Mayor added that the Village has offered businesses free advertising in the newsletter and they have gotten nothing.

Mayor Soto suggested trying to have a coffee for business owners on a Saturday. Trustee Barrett will compose a letter to perhaps do a coffee around back to school time.

The Mayor would like the Trustees to think about anything else they would add to the New Resident Packet.

Mayor Soto was excited that with the new software program Treasurer Hensley scans into the computer the invoices and Linda can review and look at the details of the invoices from anywhere she is, which is a nice feature.

There was no public comment.

Trustee Daley motioned to adjourn the June 9th, 2015 Committee of the Whole Meeting; seconded by Trustee Hein.
All in favor say aye, motion carried.

The June 9th, 2015 Committee of the Whole Meeting adjourned at 8:50 p.m.

Respectfully submitted,

Kathy Metzler, RMC, CMC
Village Clerk