

June 27, 2017 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 Georgeann Duberstein, Derenoski, Hein, Kriese and George Duberstein

Also present were: Village Clerk Kathy Metzler, Treasurer Kelly Hensley, Public Works Supervisor Mike DePouw,

Absent: Trustee Barrett, Village Attorney Jim Rock, Village Engineer Greg Gruen, Chief Perlini and Deputy Chief Jeff Myhra

Establishment of quorum: Mayor Daley stated for the record Trustee Barrett was on the road again driving.

Agenda Approval:

Trustee George Duberstein moved, seconded by Trustee Georgeann Duberstein to approve the agenda. Roll call vote: Ayes: Trustees Georgeann Duberstein, Derenoski, Hein, Kriese and George Duberstein - 5. Motion carried.

Public comments:

A resident asked if the Board served as the Zoning Board.

Consent Agenda

1. A Motion to Approve the May 23rd, 2017 Regular Board Meeting Minutes
2. A Motion to Approve the May 2017 Financial Statements
3. A Motion to Approve the June 27th, 2017 Bills Payable for \$260,519.85

Trustee Hein moved, seconded by Trustee Derenoski to approve the Consent Agenda.

Roll call vote: Ayes: Trustees Georgeann Duberstein, Derenoski, Hein, Kriese and George Duberstein - 5. Motion carried.

Reports and Communications from Mayor and other Officers:

Mayor

Mayor Daley distributed his report which will be online along with the Minutes of this meeting.

- a. Increase of spending limits to compensate for 1 monthly meeting -
The one meeting a month has raised some problems concerning expenditures. He suggested to raise the spending limits with particular guidelines. Treasurer Kelly Hensley stated that the Mayor would like to make an amendment to the guidelines regarding authorization for expenditures ordinance that was passed in 2013. Trustee Derenoski and Kelly reviewed the ordinance and made suggestions. Kelly explained the ordinance and the proposed changes. The Mayor stated that if any Trustee has a question they can contact him.
- b. Ad Hoc Planning Committee
The Mayor stated that many new individuals are approaching the Village regarding developing pieces of property. The planning and zoning commission is made up of the entire Board. If an individual needs to come to the planning or zoning commission it has

to be before the entire Board. The Mayor suggested a Planning Committee. He has asked Trustees Kriese, George Duberstein, Greg Gruen and Al Maiden to sit on the Committee. The voting members of the Committee would be the Mayor, Trustees Kriese and George Duberstein and the other two advisors. They would be the face of the Board for the Developers. This would require 48 hours posting for a planning meeting.

Village Clerk

Village Clerk Kathy Metzler reported we have been working on a FOIA for a Hainesville resident regarding who is responsible for parkway trees at Cranberry Lake North. The Association states it is the Village's but the Village has never taken care of the trees. Awaiting legal opinion from Attorney Jim Rock.

Kathy and Greg Gruen had a bid opening for street paving. It will be awarded at the July 25th meeting and they will start hopefully the week of August 7th.

July 25th there will be a Public Hearing at 6:30 p.m. for a Special Use for a church at the building on Route 120 by State Farm.

The Mayor, Greg Gruen, Al Maiden and Kathy met regarding the process for special use applications on businesses that don't have a building already built. There have been unique inquiries and some have been regarding property with no building on the land.

Mayor Daley went through the code book and updated ordinances. Kathy worked on the amended ordinances.

Finance and Treasurer

a. CD Ladder Proposal

Treasurer Kelly Hensley stated that she has a few questions for Wintrust and once she gets answers she will sign the proposal. The Mayor added that there will be four groupings of \$250,000 each. The interest from 3 of them will be used to help pay off the Public Works loan. The 4th will be kept in the income.

Kelly stated that the auditors were in and she should receive a report by the end of July. The new tablets came in and she sat with the Trustees to go over the tablets. She is currently working on the yearly insurance renewal packet.

Public Works and Public Works Supervisor

Trustee Kriese reported that he and the Mayor reviewed work order software products. He met with Mike and reviewed the weekly work report. They have been busy. They have set up a priority work list before the summer help is gone. Cutting down trees and stump grinding was a priority as well as the No Parking Sign installation, reseeding of areas by last year's tree removal and installation of sidewalk extension on Big Horn Dr. and Hunter's Way.

Public Works Supervisor Mike DePouw reported that Native Restoration is straightening and moving trees. He is waiting for quotes for the sealcoating of the Village Hall and new roof for Well 1. A street light was knocked down on Heritage and Misty Hill. He has 5 light poles on order.

Community Events

Trustee George Duberstein reported that he will be attending the Regulation Task Force meeting. The SWALCO meeting will be held here and he will be attending. He gave an update on the Civil War Reenactment.

Wetlands and Great Age Club

Trustee Georgeann Duberstein noted that the Great Age Club is having their picnic next Thursday.

She stated that the area north of the ball field is being looked into by her and Dave Coulter for the residents due to screening issues. She updated on the "Gathering Place" north of the Village Hall. Hey & Associates put a concept together of what could be done there first with the Gathering Place and then making the Hainesville Meadow more accessible and keeping it natural. Also, there will be steps leading from Centennial down to the Village Hall. She also explained the possibility of funding the project through Round Lake Park District and grants.

Ad Hoc Committees

Website Review

Trustee Hein went through the website and some items have already been fixed. She is setting up a meeting with Kathy to go through possible changes. Trustees Hein and Georgeann Duberstein are working on revising the welcome packet for new residents as well as contacting businesses to see if they would like to put coupons in the welcome packet.

Ordinance Review

Mayor Daley stated that Ordinance Review was assigned to Trustee Barrett. He told the Mayor that his manual is up to date and will start going through the ordinances.

Police Chief/Public Safety

Chief Perlini was not in attendance.

Trustee Hein stated that the Village held the blood donation and there were 13 successful donors; saving up to 39 lives.

Business

Approval of a \$20 per month cell phone stipend to Mayor Daley – Mayor Daley will use his own cell phone which will save the Village \$70 to \$80 a month. Trustee Derenoski moved, seconded by Trustee Hein to approve the cell phone stipend. Roll call vote: Ayes: Trustees Georgeann Duberstein, Derenoski, Hein, Kriese and George Duberstein – 5. Motion carried.

Kelly Hensley left the Council Chambers at 7:17 p.m.

Approval of a \$25 per month car stipend to Mayor Daley – Mayor Daley will use his own car for official duties. The Village car will be sold saving on insurance, maintenance, tires and fuel. Trustee Hein moved, seconded by Trustee Derenoski to approve the car stipend. Mayor Daley will not submit mileage. Roll call vote: Ayes: Trustees Georgeann Duberstein, Derenoski, Hein, Kriese and George Duberstein – 5. Motion carried.

An Ordinance Adopting Prevailing Wage Rates to be Paid to Laborers, Mechanics and other Workers Performing Construction of Public Works for The Village of Hainesville – This is a mandatory yearly requirement. Trustee Kriese moved, seconded by Trustee Hein to

approve an Ordinance as presented. Roll call vote: Ayes: Trustees Derenoski, Hein, Kriese and George Duberstein – 4. Nays: Trustee Georgeann Duberstein - 1. Motion carried.
Ordinance #17-6-243

Approval of an Increase for Public Works Assistant Jeremy Pound effective May 1st, 2017. Mayor Soto and Trustee Daley told Jeremy that once he reached his May 1st anniversary as our permanent part-time public works employee he would receive a \$1/hour raise. Trustee George Duberstein moved, seconded by Trustee Kriese to approve an Increase for Jeremy Pound. Roll call vote: Ayes: Trustees Georgeann Duberstein, Derenoski, Hein, Kriese and George Duberstein - 5. Motion carried.

An Ordinance Authorizing the Disposal of Personal Property No Longer Necessary or Useful to the Village. It is a legal requirement that the Board pass an ordinance to “dispose” of village property which includes the village car and the old printer. Trustee George Duberstein moved, seconded by Trustee Kriese to approve the Ordinance as presented. Roll call vote: Ayes: Trustees Georgeann Duberstein, Derenoski, Hein, Kriese and George Duberstein – 5. Motion carried. Ordinance #17-6-244

A Motion to Appoint Kathy Metzler as Zoning Administrator and Roseann Stark as Zoning Administrator Assistant. Trustee George Duberstein moved, seconded by Trustee Derenoski to appoint Kathy Metzler as Zoning Administrator and Roseann Stark as Zoning Administrator Assistant. Roll call vote: Ayes: Trustees Georgeann Duberstein, Derenoski, Hein, Kriese and George Duberstein - 5. Motion carried.

A Motion to Approve the Disclaimers of Interest for IDOT v. Countryside Landfill and Village of Hainesville. IDOT is suing Countryside Landfill. In the 90’s the Village had a contract with the landfill, the Village is named as a co-defendant. Scott Puma contacted IDOT and they reached an agreement which removes the Village from all aspects of the suit. Trustee Kriese moved, seconded by Trustee Derenoski to approve the Disclaimers of Interest for IDOT v Countryside Landfill and Village of Hainesville. Roll call vote: Ayes: Trustees Georgeann Duberstein, Derenoski, Hein, Kriese and George Duberstein - 5. Motion carried.

A Resolution for IDOT Maintenance of Streets and Highways for \$250,000.00. The Board budgeted \$141,200.00 out of the MFT fund for road repair. The paperwork is always submitted at a higher amount to cover contingencies. Trustee Derenoski moved, seconded by Trustee Hein to approve the Resolution as presented. Roll call vote: Ayes: Trustees Georgeann Duberstein, Derenoski, Hein, Kriese and George Duberstein - 5. Motion carried. Resolution #R17-6-113

An Ordinance Amending Committees in Section 2.08.030 of the Village of Hainesville Code of Ordinances. Since there no longer are committees per se, the Mayor changed the position title from Chair to Advisor. Trustee Hein moved, seconded by Trustee Derenoski to approve the Ordinance as Amend. Village Clerk Kathy Metzler added that there are two areas in the ordinance that still have “liaison” instead of “advisor” and she will be making the changes and other ordinances will be reviewed for same language. Roll call vote: Ayes: Trustees Georgeann Duberstein, Derenoski, Hein, Kriese and George Duberstein - 5. Motion carried.
Ordinance #17-6-245

An Ordinance Amending Parking During Snow Removal Prohibited Removal of Vehicles in Section 10.08.040 Of the Village of Hainesville Code of Ordinances. The existing ordinance was in direct conflict with another section pertaining to snow parking. The change reflects our actual practice.

Trustee Derenoski moved, seconded by Trustee Hein to approve the Ordinance as Amended. Roll call vote: Ayes: Trustees Georgeann Duberstein, Derenoski, Hein, Kriese and George Duberstein - 5. Motion carried. Ordinance #17-6-246

An Ordinance Amending the Ordinances Passed Prior to Adoption of the Code in Section 1.01.050 of the Village of Hainesville Code of Ordinances. This ordinance was just a listing of decades old ordinances that were subsumed when our current code was adopted.

Trustee Hein moved, seconded by Trustee Derenoski to approve the Ordinance as Amended. Roll call vote: Ayes: Trustees Georgeann Duberstein, Derenoski, Hein, Kriese and George Duberstein - 5. Motion carried. Ordinance #17-6-247

An Ordinance Amending the Appointment of Officers in Section 2.04.030 of the Village of Hainesville Code of Ordinances. This allows the Mayor to appoint Treasurer and Clerk these positions until he/she decides to appoint someone else to the position.

Trustee Hein moved, seconded by Trustee Kriese to approve the Ordinance as Amended. Roll call vote: Ayes: Trustees Georgeann Duberstein, Derenoski, Hein, Kriese and George Duberstein - 5. Motion carried. Ordinance #17-6-248

An Ordinance Amending Section 2.08.040 of the Village of Hainesville Code of Ordinances, the Procedures for Appointing a Mayor Pro Tem or Temporary Chair. This allows the sitting Trustees to elect a Trustee to fill those assignments when needed.

Trustee Hein moved, seconded by Trustee Georgeann Duberstein to approve the Ordinance as Amended. Roll call vote: Ayes: Trustees Georgeann Duberstein, Derenoski, Hein, Kriese and George Duberstein - 5. Motion carried. Ordinance #17-6-249

A Resolution Appointing Representatives to the Lake County Wholesale Technical and Advisory Committees. Trustee Hein moved, seconded by Trustee Derenoski to approve the Resolution Appointing Representatives.

Roll call vote: Ayes: Trustees Georgeann Duberstein, Derenoski, Hein, Kriese and George Duberstein - 5. Motion carried. Resolution #R-17-6-114

An Ordinance Amending Section 2.40 of the Village of Hainesville Code of Ordinances Governing the Creation and Operation of an Emergency Management Agency. This is an update, the Village no longer has its own EMA.

The Village is covered by Lake County's EMA plan. Trustee Hein moved, seconded by Trustee Derenoski to approve the Ordinance as Amended. The Mayor will follow up to see if drills will still be held. Roll call vote: Ayes: Trustees Georgeann Duberstein, Derenoski, Hein, Kriese and George Duberstein - 5. Motion carried. Ordinance #17-6-250

An Ordinance Amending Section 2.20 of the Village of Hainesville Code of Ordinances Governing the Creation and Operation of a Police Department. The Village now has a contractual arrangement with Grayslake to provide our police services.

Trustee Hein moved, seconded by Trustee Derenoski to approve the Ordinance as Amended. Roll call vote: Ayes: Trustees Georgeann Duberstein, Derenoski, Hein, Kriese and George Duberstein - 5. Motion carried. Ordinance #17-6-251

An Ordinance Amending Meetings in Section 2.08.060 of the Village of Hainesville Code of Ordinances. Reflects the change to once a month Board meetings. Trustee George Duberstein moved, seconded by Trustee Derenoski to approve the ordinance as Amended. Roll call vote: Ayes: Trustees Georgeann Duberstein, Derenoski, Hein, Kriese and George Duberstein - 5. Motion carried. Ordinance #17-6-252

The Regular Board Meeting recessed at 7:30 p.m. to enter into Executive Session. Trustee Derenoski moved, seconded by Trustee George Duberstein to go into Executive Session for the purpose of Personnel 2(C)1, Probable Litigation, and/or Acquisition/Sale of Property 2(C)7. Roll call vote: All in Favor; motion carried – 5.

Trustee George Duberstein moved, seconded by Trustee Kriese to enter back into the Regular Board Meeting at 8:27 p.m. Roll call vote: Ayes: Trustees Georgeann Duberstein, Derenoski, Hein, Kriese and George Duberstein - 5. Motion carried.

To Vote on once out from Executive Session:

1. **Approval of Increases for Employees effective May 1st, 2017** – A 2% increase for Mike DePouw, Kelly Hensley, Roseann Stark and Kathy Metzler and a .25/hour raise for Andrew Barrett and Sean Keane.

Trustee George Duberstein moved, seconded by Trustee Hein to approve the Increases for Employees effective May 1st, 2017. Roll call vote: Ayes: Trustees Georgeann Duberstein, Derenoski, Hein, Kriese and George Duberstein - 5. Motion carried.

Trustee Georgeann Duberstein moved, seconded by Trustee Kriese to adjourn the June 27, 2017 Regular Board Meeting. All in favor; motion carried - 5.

The June 27, 2017 Regular Board Meeting adjourned at 8:29 p.m.

Respectfully submitted,



Kathy Metzler, RMC, CMC
Village Clerk

MAYOR'S REPORT—JUNE 27, 2017

-Directed the Lake County Building and Zoning Department to set up a schedule of quarterly business inspections and semi-annual residential inspections.

-Initiated talks with Robert E. Frank/Mr. Hutson regarding the potential paving of Centre Street.

-Met with Al Maiden, Greg Gruen, and Kathy Metzler to develop a flow chart for the purpose of guiding clients step by step through the permit process which is required when developing a property.

-The church that wishes to open in the medical building is moving through the permit process and will possibly be before the Board in August.

-School District 46 may be applying for permits to install solar panels.

-The lots on Hwy 134 have been purchased and the new owners have received the necessary utility easement vacations. They are developing plans that will be presented to the Village as part of the permit process.

-Owners of the current Firestone/Subway strip mall are seeking a permit to expand the parking lot to the east.

-An individual contacted the Village recently about developing a new business on land currently owned by Russo.

-Another individual contacted the Village about developing land just east of Groot.

-Native Restoration planted a number of the easement trees in odd easement locations and others were planted crookedly. They were going to correct those problems but waited too long. Removing and replanting the trees at this point would probably kill them. They will be replanted in the fall when they fall dormant and have a greater chance of survival. I had Dave Coulter send a letter to each of the affected residents to explain the situation to them.

-Enforcement of the overnight parking ban has continued.

-Met with Native Restoration and Mike DePouw to develop a plan for the wetland just north of the Avon Township ballfields. It will entail the eventual removal of the evergreens and the planting of trees lower on the slope. These trees will eventually spread and block the headlights of northbound traffic from the residents living on N. Emerson lane. Furthermore, some bushes will be planted along the homeowners' property line that will grow thick enough and tall enough to deaden some of the sound from the ballfields.

-Mike DePouw and I drove the Village and marked the locations of the new no parking signs.

-Kelly Hensley and I met with Terry Grom to continue our investigation of outsourcing water billing. Robinson personnel will be observing the office process over the next couple of billing cycles so as to get an accurate understanding of the process.