

March 27th, 2018 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, Kriese, Hein, Derenoski, Georgeann Duberstein and Chynoweth

Also present were: Village Clerk Kathy Metzler, Treasurer Kelly Hensley, and Chief Perlini

Establishment of quorum.

Agenda Approval:

Trustee Derenoski moved, seconded by Trustee Kriese to approve the agenda. Roll call vote: Ayes: Trustees George Duberstein, Kriese, Hein, Derenoski, Georgeann Duberstein and Chynoweth - 6. Motion carried.

There were no public comments.

Consent Agenda

1. Approval of the February 22nd, 2018 Special Board Meeting Minutes for the Purpose of Home Rule Workshop
2. Approval of the February 27th, 2018 Regular Board Meeting Minutes
3. Approval of the February 2018 Financial Statements
4. Approval of the March 27th, 2018 Bills Payable for \$196,991.89

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

Roll call vote: Ayes: Trustees George Duberstein, Kriese, Hein, Derenoski, Georgeann Duberstein and Chynoweth – 6. Motion carried.

Reports and Communications from Mayor and other Officers:

Mayor

Mayor Daley distributed his report which will be available when the minutes are posted on the website.

Clerk

Village Clerk reported that they have been busy with Business License Renewals. She thanked Deputy Clerk Roseann Stark for coming in early on Election Day.

Public Works and Public Works Supervisor

Trustee Kriese has been meeting with Mike DePouw. They took a tour of the Deer Crossing retention pond to see what could be done for drainage and it was decided to leave it to the experts. He also discussed with Mike summer projects. There is a lot to be done and Mike will hire seasonal help.

Trustee Kriese read Mike's report. They completed the cobblestone work on the entrance islands at Tall Oak and Cranberry Lake Drive. Eric, with Chris Electric, ordered the chlorine detector for well house #1. The Public Works budget has been completed.

Community Events

Trustee George Duberstein is meeting with the principals for the Civil War Reenactment later in April. He is also starting publicity for the event and is working on getting the donor letters out soon. He will contact Grayslake Park District regarding their new program to get people moving and they asked Hainesville to participate. They would like us to have a booth at the kickoff event on May 6th. There will also be a meeting for the Memorial Day parade in Round Lake. George is also working on SWALCO items.

Wetlands and Great Age Club

Trustee Georgeann Duberstein reported that some of the Great Age Club members went to Navy Pier to the flower show. First Thursday in April will be games and gab.

Regarding the wetlands, she has submitted two grant applications for the "Gathering Place".

Ad Hoc Committees

New Resident Pamphlet

Trustee Georgeann Duberstein stated the packet is almost finished. Mayor Daley has it for final editing.

Police Chief/Public Safety

Chief Perlini stated that motorists need to be careful around construction sites.

Finance and Treasurer

Budget Discussion

Trustee Derenoski stated that Trustees got the draft of the budget as well as the overview spreadsheet.

Treasurer Hensley explained the spreadsheets. Mayor Daley thanked Trustee Derenoski and Kelly. The Public Hearing for the Appropriation Ordinance will be at the April 24th, 2018 and then approve the ordinance at the Regular Board Meeting.

Business

Approval of an Ordinance Establishing a Sidewalk Inspection/Repair Program – This ordinance was developed based upon an IMRLA document. It has been reviewed by Jim Rock, Greg Gruen and Mike DePouw. It will serve as a framework for maintenance of our curbs and sidewalks.

Trustee Hein moved, seconded by Trustee George Duberstein to approve an Ordinance Establishing a Sidewalk Inspection/Repair Program. Roll call vote: Ayes: Trustees George Duberstein, Kriese, Hein, Derenoski, Georgeann Duberstein and Chynoweth - 6. Motion carried. Ordinance #18-3-264

The Mayor stated that IMRLA suggested an ordinance authorizing a sidewalk policy which helps the Village in the event of an injury on the sidewalk.

Trustee Georgeann Duberstein added that the Village Clean-Up is on Earth Day, April 22nd and rain date is April 29th. National Honor Society will be helping but she is looking for residents to help also. There will be a pizza party after the clean-up. Anyone with questions can contact Georgeann.

Approval of a Resolution for IDOT Maintenance for Snowplowing for \$35,700 – This is a budgeted item that must have a resolution in order to expend the funds from MFT funds.

Trustee Kriese moved, seconded by Trustee George Duberstein to approve the Resolution for IDOT Maintenance for Snowplowing for \$35,700. Roll call vote: Ayes: Trustees George Duberstein, Kriese, Hein, Derenoski, Georgeann Duberstein and Chynoweth - 6. Motion carried. Resolution #R-18-3-121

Treasurer Hensley stated that before any of the money can be used the Board needs to approve the Resolution and send it to IDOT. They will review it and make sure it is an allowable expense to use.

Approval of an Intergovernmental Agreement Regarding Billing for Sewer and Water Users – This agreement will transfer sewer billing and collection responsibilities to Round Lake Park for the Hainesville residents that currently receive their water from Round Lake Park.

Trustee George Duberstein moved, seconded by Trustee Derenoski to approve the Intergovernmental Agreement Regarding Billing for Sewer and Water Users. Roll call vote: Ayes: Trustees George Duberstein, Kriese, Hein, Derenoski, Georgeann Duberstein and Chynoweth - 6. Motion carried.

Intergovernmental Agreement for Building Inspection and Development Review for the Village of Hainesville, Illinois– The contract with Lake County expired in January. We have been satisfied with their services and are renewing the contract. There is an increase in the hourly rate from \$60.69/hr. to \$67.00/hr.

Trustee Kriese moved, seconded by Trustee Hein to approve the Intergovernmental Agreement for Building Inspection and Development Review for the Village of Hainesville, Illinois. Roll call vote: Ayes: Trustees George Duberstein, Kriese, Hein, Derenoski, Georgeann Duberstein and Chynoweth - 6. Motion carried.

Approval of a Resolution Waiving the Bidding Requirements for 2018 Landscape Concepts Contract – By state law we can waive the bidding process at will. I compared the costs of our previous service to the proposal from Landscape Concepts and one from McGinty Brothers.

Trustee Hein moved, seconded by Trustee Kriese to approve the Resolution Waiving the Bidding Requirements for 2018 Landscape Concepts Contract. Roll call vote: Ayes: Trustees George Duberstein, Kriese, Hein, Derenoski, Georgeann Duberstein and Chynoweth - 6. Motion carried. Resolution #R18-3-122

Trustee George Duberstein questioned some of the language in the contract. Mayor Daley stated that the savings for comparative services from the companies that did this work in the past is approximately \$11,000. Trustee George Duberstein did not want anyone questioning the no bid contract so he wondered if we should state the savings in the language of the resolution. Mayor Daley said he would consider that for the next resolution.

Approval of the 2018 Landscape Concepts Management for \$49,540 – This contract will encompass the services previously performed by Bartel's Landscaping and Native Restoration. The total of the Landscape Concepts and Clarke Services contracts is \$10,000 less than what we paid for the same services this past fiscal year.

Trustee Derenoski moved, seconded by Trustee Hein to approve the 2018 Landscape Concepts Management contract for \$49,540. Roll call vote: Ayes: Trustees George Duberstein (because it is a one year contract and his questions and concerns are noted), Kriese, Hein, Derenoski, Georgeann Duberstein and Chynoweth- 6. Motion carried. Resolution #R-18-3-121

Trustee George Duberstein asked if the mowed areas include work Public Works had done before. The Mayor stated it does not; only items covered under previous contracts. George would like Canterbury Lake changed to Cranberry Lake. He also noted that when something says Cranberry Lake, the easement is ignored. He also asked if Under Controlled Burn and Woodland Restoration, the contract should state Cranberry Lake and the Conservancy Easement. Mayor Daley will note those items.

Trustee George Duberstein went on to note that the contract states Woodland Restoration, the locations are outlined, but no mention of the Hainesville Meadow. Trustee Georgeann Duberstein stated that not a lot needs to be done in the Meadow, perhaps just herbiciding, so if nothing gets done to the Meadow this year it would be okay. Mayor Daley will follow up on this item.

Trustee George Duberstein stated that there is no mention of seeding in the contract especially in the easement area. He asked if there are any plans to seed in that area. Mayor Daley explained that if it is not in the contract then it has not been offered. If the Village discerns a need, he will question it.

Trustee George Duberstein also noted that nowhere in the contract does it break out the separate invoicing of Cranberry Lake versus the rest of the Village. George is concerned that if they don't break it down to location then there is a problem as to what comes out of the SSA. The Mayor stated that they agreed to do so and the company is aware the SSA has to be billed separately.

Trustee George Duberstein compared what the Village paid in the past to do Woodland Restoration for the whole Village, \$29,000 and close to \$9,000 in the Cranberry Lake area; this contract will only cost \$2,000 in the entire Village for the same work. He does not object to the decrease in cost, however, he questions what the Village will get for the money. Trustee Georgeann Duberstein stated that the Village paid several thousand dollars every year. Mayor Daley doesn't share George's concern but does understand it. Landscape Concepts walked around with Mike and had an understanding as to what needs to be done. Trustee George Duberstein stated that it is only a one year contract so the Village can see what happens but he wanted his concerns to be on the record. The Mayor added that on each of their invoices they will state exactly what they did so the Village can track. As in the past, there are no penalties for work not performed.

Trustee George Duberstein stated that there is no map provided in the contract. It was inadvertently left out.

Approval of the Clarke Services Contract for \$11,810 – Clarke Services will treat 10 ponds throughout the Village. They originally developed the proposal for 8 ponds but added the Hidden Pond near E. Big Horn and the retention pond just north of the water tower at no additional cost.

Trustee George Duberstein moved, seconded by Trustee Hein to approve the Clarke Services Contract for \$11,810. Roll call vote: Ayes: Trustees George Duberstein, Kriese, Hein, Derenoski, Georgeann Duberstein and Chynoweth - 6. Motion carried.

Estimate of Revenue Fiscal Year 2018 - DRAFT
Appropriation Ordinance Fiscal Year 2018 - DRAFT
Budget Fiscal Year 2018 - DRAFT

There was no discussion on the three draft items.

The Regular Board Meeting recessed at 7:18 p.m. to enter into Executive Session. Trustee George Duberstein moved, seconded by Trustee Hein 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

Trustee George Duberstein moved, seconded by Trustee Kriese to enter back into the Regular Board Meeting at 8:14 p.m. Roll call vote: Ayes: Trustees George Duberstein, Kriese, Hein, Derenoski, Georgeann Duberstein and Chynoweth - 6. Motion carried.

To Vote on once out from Executive Session:

Trustee Kriese moved, seconded by Trustee Hein to approve a 3% increase effective May 1st, 2018 for Mike DePouw to \$27.29, Kelly Hensley to \$32.32, Kathy Metzler to \$29.85, Roseann Stark to \$20.11 and Jeremy Pound to \$15.45. Roll call vote: Ayes Trustees George Duberstein, Kriese, Hein, Derenoski, Georgeann Duberstein and Chynoweth - 6. Motion carried.

Trustee Hein moved, seconded by Trustee George Duberstein to approve to amend the Personnel Manual section 3.2 to read as follows: vacation based off of years of service – less than 1 year, no vacation; one year completed, one week; two years completed, two weeks; five or more years completed, three weeks. Roll call vote: Ayes Trustees George Duberstein, Kriese, Hein, Derenoski, Georgeann Duberstein and Chynoweth - 6. Motion carried.

Trustee Derenoski noted that this is based on employee's average hours.

Trustee Hein moved, seconded by Trustee Chynoweth to adjourn the March 27th, 2018 Regular Board Meeting. All in favor; motion carried.

The March 27th, 2018 Regular Board Meeting adjourned at 8:16 p.m.

Respectfully submitted,



Kathy Metzler, RMC, CMC
Village Clerk

Mayor's Report for 3/27/2018

- 1) I want to commend Kelly and John D. for their work on the budget. What started as a complicated process got more and more difficult as I kept coming up with projects that "we have to do." They have done a great job of piecing it all together while insuring that we were able to meet the needs of the Village. Also, thanks to the rest of the staff and the Board for your input and help.
- 2) I met with two local businessmen this past week to discuss how they and we can involve the businesses in the community and how the Village can better serve the businesses. I'll keep you informed.
- 3) A follow up on last month's safety check of the PW building by our insurance carrier. We were cited on 3 small issues, two of which have already been remedied. The unresolved issue concerns placing our fuel cans into a fireproof cabinet. We are searching various sites to find a used cabinet as a new one is quite expensive.
- 4) Concerning the televising of our sewer lines, Robinson Engineering is working with other members of the Fox Lake Sanitary District System to include us in a mutual bid. This should lower our costs when compared to us approaching the job as an individual entity.
- 5) We have been approached by a developer who is interested in possibly opening a fast food restaurant in town. Pardon the pun, but nothing in concrete yet.
- 6) I am reworking Dave Schultz's rental agreement to more accurately reflect our practices regarding the use and care of his equipment that we use.
- 7) Kelly and I met with Terry Grom and Greg Topf of Robinson to review our water billing outsourcing project. The cost predictions are on target and the changeover process has been exceedingly smooth.
- 8) A reminder that as of April 2, 2018 the Village Hall will be open Monday thru Thursday from 9 a.m. until 4:30 pm. Staff will arrive at 8:30. We will be closed to the public on Friday but the staff will be in from 8:30 until noon.
- 9) Since we fixed the drainage problem in Centennial Pond this past summer, the water level has dropped to where it should have been for the last 18 years. However, that left a mucky edge that had not previously existed. I've asked Landscape Concepts to offer some options to improve the appearance.
- 10) I attended the "Tri-County Access Stakeholder Participation Group" meeting on March 21st. Its purpose is to take a "fresh look" at the traffic/transportation concerns of Lake, McHenry, and Cook counties. The Tollway authority (the sponsors) presented the group with huge aspirations and goals. I'll share more information as it progresses.
- 11) We will be installing a split rail fence along the south easement of E. Big Horn Drive, between the Settlement and the Sanctuary neighborhoods. We purchased the fence years ago and it was to be placed just north of the Avon Ball Field entrance but Lake County DOT never granted permission for that project. The placement of the fence should finally stop the individuals who have made a practice of driving their trucks through the grass.