

## June 26<sup>th</sup>, 2018 Regular Board Meeting Minutes

Meeting called to order at the Village of Hainesville Council Chambers by Mayor Gerry Daley at 6:35 p.m.

Village Clerk Kathy Metzler took roll call. The following Officials were present: Mayor Gerry Daley, Trustees George Duberstein, Kriese, Hein, Georgeann Duberstein and Chynoweth

Also present were: Village Clerk Kathy Metzler, Public Works Supervisor Mike DePouw, Attorney Scott Puma entered at 6:45 p.m., Village Engineer Greg Gruen, Village Planners Nik Davis and Jackie Wells

Absent: Trustee Derenoski

### **Establishment of quorum:**

### **Agenda Approval:**

Trustee Kriese moved, seconded Trustee George Duberstein. Roll call vote: Ayes: Trustees George Duberstein, Kriese, Hein, Georgeann Duberstein and Chynoweth - 5. Motion carried.

### **Public comments:**

Ms. Paige Burkett commented on taking down a dead tree in the conservation tree. They Mayor stated it will come down.

### **Consent Agenda**

1. Approval of the Minutes for the April 24<sup>th</sup>, 2018 Public Hearing on Proposed Appropriation Ordinance for May 1<sup>st</sup>, 2018 – April 30<sup>th</sup>, 2019
2. Approval of the Minutes for the April 24<sup>th</sup>, 2018 Public Hearing for a Special Use Permit to Allow a Vehicle Repair Shop & a Drive-Thru for a Future Restaurant located at 0 Cranberry Lake Drive and Route 134
3. Approval of the April 24<sup>th</sup>, 2018 Regular Board Meeting Minutes
4. Approval of the Minutes for the May 22<sup>nd</sup>, 2018 Public Hearing for a Special Use Permit to Allow a Vehicle Repair Shop & a Drive-Thru for a Future Restaurant located 0 Cranberry Lake Drive and Route 134
5. Approval of the April 2018 Financial Statements
6. Ratify the May 22<sup>nd</sup>, 2018 Bills Payable for \$160,342.01
7. Approval of the June 26<sup>th</sup>, 2018 Bills Payable for \$275,818.03
8. Approval of the Diemer Plumbing & Excavating Invoice for \$17,315.62 for Ruptured Force Main Sewer Line for 5/3, 5/4 and 5/10

Trustee Hein moved, seconded Trustee George Duberstein. Roll call vote: Ayes: Trustees George Duberstein, Kriese, Hein, Georgeann Duberstein and Chynoweth - 5. Motion carried.

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

#### **Mayor**

Mayor Daley's report was in the packet and will be available online. He reminded Trustees that ordinance review project needs to be completed.

## **Clerk**

Kathy Metzler reported that the Village had 302 viewers on the website in the last 7 days and 92 of the same viewers came back. In the last 30 days, we've had 1,100 viewers with 500 of them returning to the website. Average time spent on the website is 2 min to 2 and a half minutes. The home page is most viewed.

Working with Dunkin Donuts on their Special Use Permit Public Hearing which will be Tuesday, July 24<sup>th</sup> at 6:30 and we have set up a Special Meeting for August 7<sup>th</sup> for request to approve the Special Use Permit.

Mayor Daley and all the Trustees had their pictures taken tonight to be placed in frames and placed out in the foyer. Deputy Clerk Stark and I have been compiling all the past Mayors and Trustees names and years served for a plaque for in the foyer going back to 1969.

Mayor Daley added that he is meeting with someone that works on our website to discuss modernizing the website and make it more efficient.

## **Finance and Treasurer**

Not in attendance.

## **Public Works and Public Works Supervisor**

Mike reported that 78 Village stop signs need to be replaced to comply with MUTCD. He received sidewalk evaluations from Surefoot. There are 132 control joint deflections (trip hazards). He is waiting to hear from Surefoot for scheduling. They will cut 67 this year starting with the worst ones and complete the rest next year. Dave Schultz has started the village wide tree trimming. These are the ones that are overhanging on the road and low hanging tree limbs in the yard and sidewalk. Due to budget constraints, this project will spread over 2 years. Once trimming is finished we will cut down our dead or dying parkway trees.

Trustee Kriese stated he continues to meet with Mike. Water shut offs have been disrupting the work flow for Public Works. Mayor Daley, Kelly and Mike were discussing coming up with a new procedure. Mike stated that the water shut offs are now planned for after lunch. There are only a few to shut off each month. The Mayor stated that if they are not paid by the end of the work day they will have to wait until the next day.

Trustee Kriese also noted that the meadow seems to be drained a little more since it was dredged. It won't be completely drained. Trustee Kriese stated that Mike and his crew are doing a great job.

They will also be looking at next year budget items.

## **Community Events**

Trustee George Duberstein met with the principals of the Civil War Event which is on September 8<sup>th</sup> and 9<sup>th</sup>. He is looking for a reliable food vendor.

He met with the Green Region Compact that deals with sustainability issues in the various municipalities. He will meet with the Mayor next week. The Comprehensive Plan should contain sustainability issues as far as lighting and heating.

### **Tri County Access and Great Age Club**

Trustee Georgeann Duberstein stated that Tri County Access has not met. She went to a LCTSC meeting. There was a report from RTA and PACE stating PACE is looking to see if it is cheaper to have a taxi pick up the persons who call in. The common complaint is that Dial-a-Ride picks up and drops off many people so riders can be on the bus for over an hour. The Dial-a-Ride is \$26 so the taxi might be less.

The Great Age Club is having their annual picnic at Nippersink Forest Preserve on Thursday July 5<sup>th</sup>.

The Village applied for a grant for the Gathering Place. The grant came through for \$10,000 and it is a matching grant.

Mayor Daley stated that last weekend State Farm had a car show. There were about 30 cars and it was a success. There was free food and ice cream. Also, State Representative Sam Yingling obtained \$100,000 for the Village of Hainesville to help pay for the stormwater project.

Georgeann noted that the Village garage sale is July 28 and July 29. Residents should contact her.

### **Ad Hoc Committees**

#### **Grants**

Trustee Hein emailed Senator Bush but has not heard back from her so she will email her again. Mayor Daley stated he asked Dena to look for grants that are out there that the Village could use but she hasn't found anything yet.

### **Planning and Zoning Procedures**

Trustee Chynoweth stated that he is looking into local communities to see what their practices are with planning and zoning procedures.

### **Village Engineer – Stormwater MS4 Overview**

Village Engineer Greg Gruen presented the MS4 program. The Municipal Separate Storm Sewer Systems is for IEPA regulation for stormwater discharges into lakes and streams. There are 6 components:

- Public Education and Outreach – Distribute flyers on stormwater topics and provide information on website.
- Public Participation and Involvement – presenting this program, attending Lake County stormwater meetings and annual lake or wetland clean ups of trash.
- Illicit Discharge Detection and Elimination – The Village passed an illicit discharge ordinance so motor oil, etc. cannot be dumped into the sewer, developed a storm sewer map and visually inspect outfalls every year for discoloration and odor.
- Construction Site Runoff Control - Enforce Lake County stormwater detention and soil erosion control standards.
- Post-construction Runoff Control - Enforce Lake County stormwater ordinance standards, require best management practices such as wetland buffers and wet bottom wetland-type detention structures.
- Pollution Prevention/Good Housekeeping – Salt storage good practices (covered), salt use with brine and beet juice to reduce amount of chlorides washed into rivers, obtaining spill kits for fuel storage facilities.
- If residents have chemicals they need to dispose of they can contact SWALCO.

## **Police Chief/Public Safety**

Not in attendance.

## **Business**

**Approval to Allow a Special Use Permit to Allow a Vehicle Repair Shop & a Drive-Thru for a Future Restaurant located at 0 Cranberry Lake Drive and Route 134.** The Planning and Zoning Committee has recommended the approval of this Special Use Permit. Some discussions regarding conditions are to be addressed at this meeting.

Trustee Hein moved, seconded Trustee George Duberstein.

Mayor Daley stated that the recommendation was made at the Planning and Zoning meeting to approve the Special Use Permit with the following conditions:

- Rework the turn lane and landscape near the drive-thru. Firestone will extend the curving into Village Easement.
- Clarification of the circulation pattern. There will be markings on the asphalt to direct people into the drive thru area.
- Revised elevations to comply with the recommendations of the comprehensive plan relative use to wood. The plans that were shown last time showed an increase in wood or wood-like products.
- Present options for more traditional style with parking lighting using LED. Mr. McCarty will address this.
- Update trash receptacle elevation to show masonry on the rear and side elevations. They have done this.
- Examine reducing drive lanes and pavement width. The owners and developer wish to keep the wider lanes to facilitate traffic behind the building.
- Examine modifying the easement location to the Village lift station. The original easement went across the back of the building into the grass area to the lift station. This has been altered with an entrance way off the parking lot into the lift station. The developer has indicated a willingness to black top that for the Village. In the contract for the easement, the Village gave them permission to build into the easement but they are guaranteeing the Village permanent access to the lift station.
- No test drives of vehicles through the neighborhood. They agreed to it and it will be part of the ordinance that is presented this evening.
- No customer entrance through the rear doors which is also in the ordinance.
- Rear lighting will be turned off at 10:00 p.m.
- Clarification of building details to reflect testimony such as architectural shingles and location of standing seam roof. This was gone through at the standing committee. There will be some samples of materials and can be discussed.
- Presenting samples of exterior material and color renderings.

Discussion and presentation took place.

Trustee Hein moved and amended, seconded by Trustee George Duberstein to approve to Allow a Special Use Permit to Allow a Vehicle Repair Shop & a Drive-Thru for a Future Restaurant located at 0 Cranberry Lake Drive and Route 134 plus these amendments; 10:00 p.m. light off, HVAC screen with wood-like screening or covering, identify the brick and wood finishing on the exterior as well as roofing.

Roll call vote: Ayes: Trustees George Duberstein, Kriese, Hein, Georgeann Duberstein and Chynoweth - 5. Motion carried. **Ordinance #18-6-267**

**Approval of a Resolution Waiving the Bidding Requirements for 2018 Crack Sealing Project.** The Village of Grayslake initiated the crack sealing contract with Behm. After consulting with Robinson Engineering, we partnered in the proposal in order to receive a lower cost than we could obtain if we remained a stand-alone project.

Trustee Kriese moved, seconded Trustee George Duberstein.

Roll call vote: Ayes: Trustees George Duberstein, Kriese, Hein, Georgeann Duberstein and Chynoweth - 5. Motion carried. **Resolution # R18-6-124**

**Approval of the Contract from Behm Pavement Maintenance, Inc. dated 5/15/18, in the amount of \$28,000 for the 2018 Crack Filling Project for Misty Hill Farm and Cranberry Lake Phases 1,2,3,4.** Crack sealing is one of the steps in our 15-year road replacement plan. Although aesthetically it isn't the most appealing, it does increase the longevity of the road's life.

Trustee Hein moved, seconded Trustee George Duberstein.

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

**Ordinance Amending the Right-of-Way Management Ordinance to Provide for Regulation of the Installation of Certain Small Wireless Facilities in the Right-of-Way.** This ordinance was developed by Ancel, Glink using the Illinois Municipal League's suggestions as background in response to the new law passed by the State of Illinois.

Trustee Hein moved, seconded Trustee George Duberstein.

Attorney Scott Puma explained the ordinance. The wireless communication companies are looking to connect on any existing tower or light poles or electric transmission lines.

Roll call vote: Ayes: Trustees George Duberstein, Kriese, Hein, Georgeann Duberstein and Chynoweth - 5. Motion carried. **Ordinance #18-6-268**

**Approval of an Ordinance for Prevailing Wage.** Once again, this is an annual mandate required by the State of Illinois.

Trustee Kriese moved, seconded Trustee Hein.

Roll call vote: Ayes: Trustees George Duberstein, Kriese, Hein, and Chynoweth - 4; Nays Trustee Georgeann Duberstein - 1. Motion carried. **Ordinance #18-6-269**

**Approval of a Resolution to open Public Works Maxsafe Money Market Account.** Currently, our Public Works monies are in a non-interest bearing account. This is an interest-bearing money market account.

Trustee Hein moved, seconded Trustee George Duberstein.

Roll call vote: Ayes: Trustees George Duberstein, Kriese, Hein, Georgeann Duberstein and Chynoweth - 5. Motion carried. **Resolution #R18-6-125**

**Approve contract for RVP Concrete DBA Dave's Concrete for Curb Repair for \$5,965.00.** Mike DePouw contacted 3 contractors and received one proposal. This cost is less than it would cost us in time and materials to perform the same work.

Three driveway curbs will be repaired.

Trustee George Duberstein moved, seconded Trustee Hein.

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

**Approval of a License Agreement for Storage Space between the Village of Hainesville and Dave Schultz Snowplowing.**

Trustee George Duberstein moved, seconded by Trustee Kriese to approve the License Agreement for Storage Space between the Village of Hainesville and Dave Schultz Snowplowing.

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

The Regular Board Meeting recessed at 7:47 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:** Ayes: Trustees George Duberstein, Kriese, Hein, Georgeann Duberstein and Chynoweth - 5. **Motion carried.**

Trustee George Duberstein moved, seconded by Trustee Georgeann Duberstein to enter back into the Regular Board Meeting at 8:08 p.m. Roll call vote: Ayes: Trustees George Duberstein, Kriese, Hein, Georgeann Duberstein and Chynoweth - 5. **Motion carried.**

Trustee George Duberstein moved, seconded by Trustee Georgeann Duberstein to adjourn the June 26<sup>th</sup>, 2018 Regular Board Meeting. All in favor; motion carried.

**The June 26<sup>th</sup>, 2018 Regular Board Meeting adjourned at 8:09 p.m.**

Respectfully submitted,

  
Kathy Metzler, RMC, CMC  
Village Clerk

## Mayor's Report for 6/26/2018

- 1) I spoke with Sam Yingling on 6/12 and he indicated that the \$100,000 will be available soon. It is coming from a Secretary of State grant. The paperwork is not yet ready for us but Sam believes we should have it later this month or early July.
- 2) Dunkin Donuts has submitted updated plans. Our initial staff review was to be completed by 6/22/18. After they have responded to the initial comments we will be scheduling a Planning and Zoning Committee meeting. The initial Special Use permit has expired, so they are beginning from scratch. We will hear from them in the near future.
- 3) The first Classic Car Show was held on 6/16. Brian Budil and State Farm Insurance sponsored the event. With the exception of a couple of complaints about blocking Deer Point Drive, the event was quite a success. Brian is already looking forward to doing it again next year.
- 4) Robinson Engineering is putting together a bid package for the replacement of the eleven remaining force main air relief valves. It makes more economic sense to replace them all at once rather than in a piecemeal fashion when they break.
- 5) Over the past couple of years, we have had various residents request that we have the railroads stopping blowing their horns at the HWY 120 crossing. I began researching the process and located the 29 page long federal guidelines for requesting a quiet zone. After a bit more searching and discussion, I ascertained that the application process would cost approximately \$1,500 and that the project costs could be anywhere from \$25,000 up to \$750,000. I informed the resident that we would not be pursuing a quiet zone.
- 6) We continue to actively pursue ordinance violations. In the last year, we have sent approximately 70 letters to residents or businesses requesting that they correct a reported ordinance violation. To date, 66 of these reports have been corrected and closed. In some of the cases, we were required to have a ticket with a fine issued. However, most are corrected with only the letter. Violations have been noted during our scheduled inspections, spotted by myself or other staff members, or reported by residents.

Also, we just recently, developed a notice regarding grass or weeds that are too tall. We are having Public Works tape a notice to the front door of violator's home. The first round was issued during the first week of June and all parties complied within a couple of days.

- 7) We held a pre-construction meeting for our channelization project on 6/12. The plan is in place but we are waiting for clearance from the Army Corps of Engineering. The good news is that the dredged material will be placed in dumpsters and removed daily. This will greatly reduce the stink factor we thought we would be dealing with. With the availability of the \$100,000 grant money, we discussed the other wetland repair projects that we had originally scheduled for next summer. ILM will be preparing a proposal. If possible, we will start the work this summer/fall.

- 8) You may have noticed that the stockade fences along the northern end of Hainesville Road and the fence along Washington Street are looking pretty bad. These fences belong to the individual property owners and it is their responsibility to maintain them. However, the condition of the fences reflects on the image of the Village. With that in mind, I've met with two fence companies to get quotes for replacing the fences. My thought is to get a low price by offering a large job but then have the individual property owners pay their proportionate share. If I proceed, this will entail contacting each lot owner and trying to encourage their participation. I'll keep you informed. UPDATE I wrote this a week ago and since then I've met with two companies for estimate. I decided that trying to convince 33 homeowners to spend @ \$900-\$1,300 to replace their fence wouldn't have much success. I've dropped the idea.
- 9) The reason behind taking your picture this evening is that we are creating a display for the lobby. We will establish a picture gallery of the current Mayor and Trustees. Furthermore, we are gathering the names of past Mayors and Trustees that will be placed upon a perpetual plaque. The plaque will contain the name and term(s) of these individuals. The plaque will also have "room to grow" for the future.
- 10) I've contacted Lake County DOT regarding the possibility of placing a traffic light at Hainesville Road and Tall Oak Drive. They will have a traffic counter in place during the week of 6/18. The counts will be used to see if we qualify for a light. I'll keep you informed.
- 11) As Georgeann will share with you, we have been awarded a \$10,000 grant for the Gathering Place. Details to follow.
- 12) Finally, I know that some of you have been working diligently on the Ordinance Review packets. Some have not. Please tackle this project. I hope to wrap it up by the end of the summer.