

August 28th, 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 Village Attorney Jim Rock

Establishment of quorum

Agenda Approval:

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

Presentation by John Cutrera with BKD<LLP of the Annual Financial Report Fiscal Year Ending April 30th, 2018

John Cutrera delivered their opinion on the Village's financial statements. He discussed the Annual Financial Report. The Mayor asked that John send Treasurer Hensley the example templates for the fraud risk assessment.

There were no Public comments.

Consent Agenda

1. Approval of the July 24th, 2018 Public Hearing for Dunkin Donuts Meeting Minutes
2. Approval of the July 24th, 2018 Regular Board Meeting Minutes
3. Approval of the August 7th, 2018 Special Board Meeting Minutes for Dunkin Donuts
4. Approval of the May 2018 Financial Statements
5. Approval of the June 2018 Financial Statements
6. Approval of the July 2018 Financial Statements
7. Approval of the August 28th, 2018 Bills Payable for \$216,635.52

Trustee George Duberstein moved, seconded by Trustee Dena Hein 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:

Finance and Treasurer – Trustee Derenoski reported the Village had a CD coming due and rolled it over into one at 2.5% for 2 years.

Public Works & Public Works Supervisor – Trustee Kriese continues to meet with Mike. The riding lawn mower is having issues and a decision needs to be made whether to make it through the season or trade it in. They're also working on next year's budget.

Mike has completed the tree and brush removal on the west side of Stillwater to have access to the wetland outlet. They removed three large trees that were blocking/damaging the Misty Hill Pond. They trimmed and removed trees in the rear of the houses at the Emerson cul-de-sac that were dead and hanging over the fence. Public Works also cleaned up the Hainesville Meadow by removing the clogged drain pipe and the old brush. They have a few large projects starting such as the wetland channelization project.

Mike did a concrete replacement evaluation. They repaired 67 sidewalks and have another 67 for next year. Dave's Concrete repaired curbs with 18 more needing repair.

Community Events – Trustee George Duberstein stated that the Civil War event is coming up September 8th and 9th. Signs have been put up and ads are in the papers. The program is being printed. He has been working on contracts for the food vendor with the attorney. Volunteers have also been lined up. He thanked the staff for their help.

Tri County Access/Great Age Club – Trustee Georgeann Duberstein reported that she will be attending the Tri County Access meeting on Thursday. Lake County has been running a paratransit market study to find transportation needs for seniors, disabled and general public. They will be holding open houses in September where they hope to get input from the public. It is on their website.

The Great Age Club went to the Antioch meeting house museum. There was a Mrs. Lincoln portrayer and there was the funeral car where Mr. Lincoln's coffin rode in.

Trustee George Duberstein thanked Georgeann for her help in putting out the flyers for the Civil War Event.

Ad Hoc Committees

There are no ad hoc committees at this time.

Clerk

Wednesday, September 12th Deputy Stark and myself will be attending the Local Elections Training from 11:30 to 1:30 for the upcoming April 2nd, 2019 Consolidated Election. There will be three Trustee seats up for election, each a 4 – year term of office. George Duberstein, Dena Hein and Jack Chynoweth.

We will have courtesy election packets available on Monday, September 17th here at the Village at 9:00 a.m. Petition packets may not be circulated prior to Tuesday, September 18th.

The first day to file nominating petitions here at the Village of Hainesville is on Monday, December 10th, 2018 at 9:00 a.m. and the last day to file is Monday, December 17th, 2018 till 4:30 p.m. All of this will be on the website shortly.

Just a reminder that the Houseal & Lavigne Planning and Zoning workshop at 6:30 p.m. on Tuesday, September 4th.

Trick or Treating will be Sunday, October 28th from 4 to 7 p.m.

Mayor

Mayor Daley reported that the photos are ready to go. The Village will be putting up two plaques; one for past mayors and the other for past trustees going back to about 1969. The engraving is done and will be picked up. These will go out in the vestibule. Kathy came up with the idea of contacting past trustees and mayors and invite them to a meeting where they will be recognized and the official unveiling of the plaques. Kathy added that if anyone knows any older trustees, let her know.

Business

Ratify the Contract Agreement between the Village of Hainesville and Urban Forest Management, Inc. for Cranberry Lake Trail- Hazard Tree Assessment not to exceed \$2,325

This is the company that is going to assess, prioritize, and mark the trees that need to be trimmed or removed around Cranberry Lake.

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

Approval to Award the 2018 Street Resurfacing Program (MFT) to Peter Baker & Sons for \$176,899.33. Baker's bid was the lowest of those received. This company has done previous work in the Village.

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

This is for repaving not crack sealing. It is not the whole town.

Approval for Trustee George Duberstein, as Community Events Advisor, to run events and provide food in addition to that contracted with a food vendor. Jim Rock recommended that we specifically grant this authority to Trustee Duberstein to protect the Village and Trustee Duberstein.

Trustee Hein moved, seconded by Trustee Derenoski. **Roll call vote:** Ayes: Trustees Kriese, Hein, Derenoski, Georgeann Duberstein and Chynoweth - 5. Abstained: Trustee George Duberstein - 1. Motion carried.

Sales Contract for Dunkin Donuts. This contract is for \$232,500 and covers the sale of the property only. Trustee Georgeann Duberstein moved, seconded by Trustee Derenoski. **Roll call vote:** Ayes: Trustees George Duberstein, Kriese, Hein, Derenoski, Georgeann Duberstein and Chynoweth - 6. Motion carried.

Dunkin Donuts Development Agreement. This agreement includes the rebate of \$27,500 at the end of 1 year of business and another \$27,500 at the end of the second year of business.

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

The Mayor clarified that the Recapture Agreement has a minor change. It is \$175 for administrative costs and there was no mention in the current one of a total rebate top.

Dunkin Donuts Recapture Agreement. This agreement provides that since Dunkin Donuts is installing the water line that they will receive the Village's portion (less \$175 for administrative costs) of the non-residential water tap on fees from any entity that taps into that portion of the water line. The total rebate of tap on fees are not to exceed the initial cost of the supply line.

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

Accept the Annual Financial Report Fiscal Year Ending April 30th, 2018.

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

Approval of the Annual Treasurers Report Fiscal Year Ending April 30th, 2018.

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

Trustee Georgeann Duberstein moved, seconded by Trustee Derenoski to adjourn the August 28th, 2018 Regular Board Meeting. All in favor; motion carried.

The August 28th, 2018 Regular Board Meeting adjourned at 7:06 p.m.

Respectfully submitted,



Kathy Metzler, RMC, CMC
Village Clerk

Mayor's Report for August 28, 2018

- 1) We are now waiting for the Governor to sign the paperwork to release our \$100,000 grant.
- 2) The Police Chief and I met to discuss overnight parking on Village Streets. Following up on one of his suggestions, I polled the Board with the question of whether or not we should remove our overnight parking ban, modify it, or leave it as is. The consensus was to make no changes to the current ordinance.
- 3) The Board has received 2 sets of "drafts" for the new website design and asked to submit suggestions to me.
- 4) The Dunkin Donut project is hopping. They have been granted a foundation building permit and will soon be digging. The building plans have been submitted for review by Lake County Building Department.
- 5) We have contracted with Urban Foresters to evaluate, prioritize, and mark the trees that need trimming or removal around Cranberry Lake. That work should be underway soon.
- 6) After reviewing the curb replacement work done by Dave's Concrete we are seeking a proposal from him to repair more curbing and the sidewalk squares that were beyond the capabilities of the Surefoot contract.
- 7) Mike DePouw and I met with Matt Sokolowske of Landscape Concepts on 8/22. The purpose of the meeting was to share some of our concerns about their performance to date. If these issues are not rectified to our satisfaction, I'll be looking for another service next year.
- 8) Crack sealing has been completed for this season. The road repaving contract is on the agenda for this evening.
- 9) The second and final draft of the bid package for the force main air relief valves is on my desk. It will be posted in the newspaper, on our website, and sent to some select contractors in preparation for a September 14 bid opening.
- 10) Lake County IDOT observed and counted traffic at Hainesville Road and Tall Oak Drive for the purpose of determining if the intersection qualified for a stoplight. Unfortunately, the traffic count was too low to qualify.
- 11) In the June Mayor's report I mentioned that I was looking into facilitating the replacement of the stockade fence along both Hainesville Road and Washington Street. The cost was too prohibitive to make it a viable venture. So instead, I sent a letter to all of those property owners reminding them that the fence was their responsibility and that the Village had an ordinance regarding the maintenance of yards. I requested that they keep their fences in good repair. I also informed them that they were not legally obligated to have a fence and therefore, could remove it.
- 12) Vince Mosca of Hey and Associates is developing a Wetland Maintenance Guide for us. This will help us know what we can cut, trim, or mow in the wetland areas. Like the wetland stormwater problem, this has not been addressed in a coherent fashion for too many years. Each of our wetland areas have become overgrown and many are encroaching onto residents' property. With Mosca's plan, we will start the cleanup project.
- 13) Remember that Houseal Lavigne will be here on September 4th at 6:30 to provide the Board with a Planning and Zoning Workshop.