

## December 14<sup>th</sup>, 2021 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, Wally Kriese, Mary Koval and Georgeann Duberstein. Absent: Trustee Jack Chynoweth and Kris Chynoweth

Also present were: Village Clerk Kathy Metzler

### Establishment of quorum

#### Agenda Approval:

Trustee Wally Kriese moved, seconded by Trustee Georgeann Duberstein to approve the agenda. **Roll call vote:** Ayes: Trustees George Duberstein, Wally Kriese, Mary Koval and Georgeann Duberstein -4 Motion carried.

#### Public comments:

No public comments.

#### Consent Agenda

1. Approval of the November 16<sup>th</sup>, 2021 Regular Board Meeting Minutes
2. Approval of the October 2021 Financial Statements
3. Ratify the November 22<sup>nd</sup>, 2021 Bills Payable for \$48,134.19
4. Approval of the November 2021 Financial Statements
5. Approval of the December 14<sup>th</sup>, 2021 Bills Payable for \$154,518.11

Trustee George Duberstein moved, seconded by Trustee Wally Kriese to approve the Consent Agenda. **Roll call vote:** Ayes: Trustees George Duberstein, Wally Kriese, Mary Koval and Georgeann Duberstein -4 Motion carried.

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

##### Finance

Trustee Mary Koval reported that Kelly Hensley said due to an early meeting this month she will be sending another email for the bills payable later this month and will ratify them at the January meeting.

##### Public Works

Trustee Wally Kriese met with Tim to discuss budget items. He also contacted Robinson Engineering to get training on SCADA system for himself, Tim and Adam. Tim's report is in the packet.

##### Community Events

Trustee George Duberstein stated that October 15<sup>th</sup> & 16<sup>th</sup>, 2022 is the date for the reenactment. He has notified the principals. He continues to work on the EOP Plan.

##### Great Age Club

Trustee Georgeann Duberstein stated that the Great Age Club will have an after-holiday luncheon in January.

## Clerk

Village Clerk Kathy Metzler has been busy working on five FOIA requests and CodeRED.

### **Mayor – Discussion Only – Water Bill Electronic Mailing Proposal**

The Mayor is suggesting that a \$5 surcharge a month on a resident that wishes to receive a paper copy bill. The information will go out in advance detailing options and exceptions. The Mayor stated that it costs \$3,800 a year in postage only to mail the bills home. This does not include envelopes, paper and employee time. The newsletter on line gets about 45 hits a month. The Mayor will send a letter to all residents that get a utility bill and a letter to townhomes. The letter will encourage residents to sign up for CTY. The Mayor discussed the problems that was encountered with CodeRED. More discussion took place about the newsletter. The Mayor stated the \$5 charge will be on the agenda next month for a vote.

~~The Mayor stated that there was a second well at Public Works which was noticed by Robinson.~~ It is the well that feeds to the Public Works building. The Mayor was informed by Rick Leber that they are not sure which well the water sample came from. If it came from the irrigation well (latest discovery) it means they didn't test the Public Works well. Jairo hopes to have the water tested in a couple weeks from the PW well and if it is clean that will cut the cost of installing a new well. Discussion took place regarding the wells.

## **Business**

### **Approval of an Ordinance Approving an Amendment to a Ground Lease for Communication Purposes with AT&T – Lease Agreement Site No. 244-SBC Tower Holdings LLC.**

This is a negotiated lease extension with a rent escalator that drops from 3% to 2%, a 12-year rental guarantee, a \$12,500 signing bonus. In the long run this lowers our projected income but it does keep the lease versus having the lease be cancelled. These leases are frequently renegotiated due to market conditions.

Trustee Wally Kriese moved, seconded by Trustee George Duberstein

**Roll call vote:** Ayes: Trustees George Duberstein, Wally Kriese, Mary Koval and Georgeann Duberstein. -4 Motion carried. **Ord. #21-12-324**

Trustee George Duberstein moved, seconded by Trustee Georgeann Duberstein to adjourn the December 14<sup>th</sup>, 2021. All in favor; motion carried.

The December 14<sup>th</sup>, 2021 Regular Board Meeting adjourned at 7:12 p.m.

Respectfully submitted,



Kathy Metzler, RMC, CMC  
Village Clerk

## Mayor's Report for 12/14/21

- 1) Kathy and I will receive training on the CodeRED system on 12/8/2021. I've already put together a letter that will be sent to all residents and businesses informing them of the change of systems and providing them with the sign-up options. I encourage each of you to sign up as soon as you can.
- 2) Numerous individuals misunderstood when the last day of leaf vacuuming was despite the posting on the website calendar, statements in the newsletter, and information on the water bill. That being the case, I approved an additional vacuuming day on November 29<sup>th</sup>. The additional day cost the Village \$4,000.
- 3) The Misty Hill Pond erosion control project has been successfully completed.
- 4) I met with Debbie Budyak of ILM on 12/2 on site at Cranberry Lake. After discussing the results from the swath that they cut. I asked Debbie to attend our January meeting in order to provide us with some options to deal with the cattails and to receive input on lake "visibility". That is, do you want to make more of the lake visible to the public?
- 5) In another discussion with Rick Leber regarding the new well, I was informed that while going through well logs they discovered that a second well exists on the PW property. Mr. Leber indicated that he is unsure from which well the high iron content water came from. He is preparing to have a water sample taken from the well we've been discussing. If that test comes back with "good" water, the costs of opening a third well drop significantly.
- 6) Robinson's Jairo Rodriguez and I have gathering various project costs that will be submitted for next fiscal year's budget process. Potential projects include: Finishing the second half of the inspection and videoing of the storm water system, road repair, Village Hall and Public Works parking lot repaving, well house inspections, well 1 pump testing and inspection.
- 7) Another item that will be on the preliminary budget will be an updated comprehensive plan.
- 8) The Village Hall will be closed from December 24<sup>th</sup> until January 3<sup>rd</sup>. We will open for business on Tuesday January 4<sup>th</sup>.

**Dec 6th, 2021**

**To: Mayor Daley and Board of Trustees**

**From: Tim Seiler, Public Works Superintendent**

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**Listed below are items the Public Works Department is working on and/or completed over the month.**

**The neighborhoods on the West side of Hainesville Road have had Hydrant Flags added. This completes the entire town for Hydrant Flag Installation.**

**All Driveway markers have been placed on median curbs and plowable paths.**

**All streets in the Village have been swept in preparation of snow fall and ice. This is a preventative measure to clear all remaining leaves and debris from the curb gutters so we have reduced icing and flooding during these cold months. A whole Village follow up sweeping will also be done in early spring once the snow stops falling to re-clean the streets as well as limit remaining contaminants from washing into our ponds. These two sweepings will recommence every year.**

**New led building lights have been installed on the Public Works building to replace our dim or non-working light fixtures.**

**Christmas lights have been installed on the exterior of the Village Hall and surrounding trees**

**Inside the shop we have been making some minor improvements and have started working on vehicle and equipment pm's. Nothing to report on, but will continue through the winter months.**

**ILM has started and finished their work behind 1 Brittany Ln and neighbors, performing an erosion control repair to the south end of Misty Hill Pond.**

**If you have any questions or concerns please feel free to contact me**

**Best Regards,  
Tim Seiler**