

July 26th, 2022 Regular Board Meeting Minutes

Meeting called to order at the Village of Hainesville Council Chambers by Mayor Gerry Daley at 6:30 p.m.

Following the Pledge of Allegiance, there was a Moment of Silence for former Trustee Gary Walkington.

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

Also present were: Village Clerk Kathy Metzler and Village Attorney Scott Puma

Establishment of quorum

Agenda Approval:

Trustee Wally Kriese moved, seconded by Trustee Georgann Duberstein to approve the agenda. **Roll call vote:** Ayes: Trustees George Duberstein, Kris Chynoweth, Wally Kriese, Mary Koval, Jack Chynoweth and Georgeann Duberstein -6 Motion carried.

GIS & MaintainX Software Presentation by Tim Seiler, Public Works Superintendent

Tim gave a presentation on the GIS system that the Village is using in order to keep record of certain items, equipment locations and quality of roadways around the Village. The items covered are trees, streetlights, the storm drainage system, the sewer system, the water system, street signs and road resurfacing. It also shows the wetlands, trails, parks, Village boundaries and Fire District boundaries. The Village has two iPads that are used for this, as well as a phone app. The process has been in place for over two years now. Robinson Engineering handles all updates of information at this time, but all data belongs to the Village. This program is commonly used throughout Lake County. The MaintainX portion of the presentation will be given at a later date.

Public comments:

Kristal Larson, resident and Treasurer of Union Square wanted to say thank you for the quick work and great job done on the resurfacing of the streets around Union Square.

Consent Agenda

1. Approval of the June 28th, 2022 Regular Board Meeting Minutes
2. Approval of the July 26th, 2022 Bills Payable for \$212,470.49
3. Approval of the May 2022 Financial Statements – Draft
4. Approval of the June 2022 Financial Statements - Draft

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

Roll call vote: Ayes: Trustees George Duberstein, Kris Chynoweth, Wally Kriese, Mary Koval, Jack Chynoweth and Georgeann Duberstein -6 Motion carried.

Reports and Communications from Mayor and other Officers:

Finance

Trustee Mary Koval reported that Treasurer Kelly Hensley has completed and closed the IMRF audit. She is currently working on and ahead of the game for the audit in August. Kelly and Oralia are working on the Nicor audit, and the Village insurance will be renewed soon, waiting on cost.

Public Works

Trustee Wally Kriese recapped Tim Seiler's Public Works report. There has been continued curb work and removal of trees that are at the end of their life. There have been two storm basin repairs as well as an air relief valve replacement with the help of K&M plumbing.

Trustee Kriese and the Mayor have discussed what the MaintainX system should do for us. This will be revisited after the Summer.

Community Events

Trustee George Duberstein stated that the Shred Event was successful. There were twice as many cars than last year that came through. He wanted to thank Trustees Wally Kriese, Georgann Duberstein and the Public Works crew for helping out, as well as Trustee Kris Chynoweth and Clerk Kathy Metzler for getting the food truck set up. It was reported that the Village will receive money for the items that were brought in to be recycled. George also reported that he is reviewing the comments received from Lake County Emergency Operations. At the Civil War Event, the Battle of Shiloh-1862 will be reenacted.

Great Age Club

Trustee Georgann Duberstein informed us that the August 4, 2022 meeting for the Great Age Club will be held at Uprooted, a farm to table restaurant. Georgann also gave an update on the garage sale to be held Thursday through Sunday July 28th through July 31st. Approximately 30 homes participating. She did receive some feedback that the end of June may be better than the end of July for participation. She will look into this for next year.

Other

Hainesville's 175 Birthday Celebration Discussion

Trustee Kris Chynoweth reported that there has been discussion for a one-time event for the Celebration. In lieu of duplicating sponsors for other events, the Mayor has asked the board for permission to find the \$5,000 already in the Village for the proposed budget. Everyone on the board agreed with this. The proposed date for the event is Saturday, September 17th, 2022. There was also a discussion on the possibility of a Trunk or Treat the Saturday prior to Halloween. That discussion will be continued at a later time.

Clerk

Village Clerk Kathy Metzler has been working on keeping the Website and Facebook Page up to date with the Food Trucks, Shred Event and Garage Sale. She shared that there is a new business here in town, Camacho Hand Car Wash and Detail Center. Services include hand car wash, interior shampoo, exterior buff and wash and engine cleaning. Another new business, Edens Health and Wellness is set to open soon. They will have supplements, vitamins, packaged food, a smoothie bar as well as health coaching consults. Kathy also reported that Christina Reiser and Oralia Huizar have been a pleasure to work with since they have joined the team at the Village Hall. Having Oralia, who is Spanish speaking, has been a big help with

some of our residents. She also had a visit from past Trustee Dena Hein who moved away. Wanted to say hello to all.

Mayor

Discussion on Contract Approval Procedure

There was a discussion regarding the need for Board approval of a contract prior to signing off on it, if the Board has already approved the item in the budget and it meets the already agreed upon terms. The Mayor stated that the delay that it sometimes causes can be extensive, and if the Board has already approved this item in the budget, he would like to move forward with signing the contract when presented with it. Attorney Scott Puma was in attendance and stated he felt the best process would be to draft an Ordinance outlining this process. Trustee Jack Chynoweth added that he did not think this would be a problem, but he felt that a notification to the board of the action would be beneficial in keeping everyone aware of where we are in the process. It was concluded that Attorney Scott Puma would begin work to send a draft of an Ordinance for the Board to review.

Mayor Daley updated the Board on the ongoing Firestone project. They have had to hire a few new contractors, new crew is beginning August 3rd, they are looking to complete the project late October to early November.

Business

A Motion to Approval Task Order 22-R0510 Well Houses Assessment – for \$10,000 with Robinson Engineering This is the budgeted amount for the evaluation of our two well houses. Trustee Jack Chynoweth moved, seconded by Trustee Wally Kriese **Roll call vote:** Ayes: Trustees George Duberstein, Kris Chynoweth, Wally Kriese, Mary Koval, Jack Chynoweth and Georgeann Duberstein. -6 Motion carried.

A Motion to Approval Task Order 22-R0510.01 Well No.1 Pump Inspection for \$5,000 with Robinson Engineering This is the budgeted amount for the pump inspection. This is the original pump and has not been previously inspected. Trustee George Duberstein moved, seconded by Trustee Mary Koval. **Roll call vote:** Ayes: Trustees George Duberstein, Kris Chynoweth, Wally Kriese, Mary Koval, Jack Chynoweth and Georgeann Duberstein. -6 Motion carried.

Trustee Wally Kriese moved, seconded by Trustee Kris Chynoweth to adjourn the July 26th, 2022 Regular Board Meeting. All in favor; motion carried.

The July 26th, 2022 Regular Board Meeting adjourned at 7:42 p.m.

Respectfully submitted,



Kathy Metzler, RMC, CMC
Village Clerk

July 18th, 2022

To: Mayor Daley and Board of Trustees

From: Tim Seiler, Public Works Superintendent

Listed below are items the Public Works Department is working on and/or completed since the last report:

We have poured 6 areas of concrete both sidewalk and curb. 169 Littleton, N Brittany by pond x2, 8 N Brittany, and the Misty Hill entrance for sidewalks and the corners of Littleton Trl and N Brittany for curb. There is a little bit more to do there. It is coming along well. We also took part of a day to really hone in and practice on finishing concrete by using wood forms and sand. I saw a great improvement from the team on this last pour.

Mowing is going well. A meeting was set up with IDOT, Dave Schultz and me to go over the normal cutting schedule and what the expectations and approval of locations around our town. You will continue to see visual improvements around town in a collaborative effort from PW and Dave Schultz.

Speaking of Mr. Schultz, he has had to step away from tree work this month. We recently started to go back to pulling or trimming parkway trees. We removed 8 trees along Cranberry Lake Drive on the western side of the road.

We have weeded the entrance median to E Big Horn and are planning to de-weed the entrance to Cranberry Lake Dr soon.

We have repaired 2 storm drain basins that were forming sink holes. One was on the NE corner of E Brittany and Tower Drive. The other was near 124 Holiday Lane. Both jobs went super smooth.

K&M Plumbing was called out to service the first Air relief valve off Deer Crossing Ct. The valve was not working correctly and causing a hazard to the nearby residents. They ordered and installed a new one to that location and will be repairing the old one to full functionality. To be used the next time one of the valves needs to be repaired. We will always have one on hand in case of emergencies.

We will be looking to do more of the same for next month!

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

Best Regards,
Tim Seiler

Mayor's Report for July 26, 2022

- 1) In the last two weeks, I've communicated with the Governor's Office and two different executives with the DCEO (Illinois Department of Commerce & Economic Opportunity) regarding the \$380,000 grant that was in the state budget for us 3 years ago. I finally got an answer that did not include, "we're working on it," "it's in the pile," or "I'll look into it." We are still in the running; we've done and submitted everything that we needed to do. It just takes a long time when there are only 6 evaluators and each of them have approximately 200 grants to review.
- 2) Road resurfacing is finished, with the exception of some dirt and grass touch up. Rejuvenator will be applied to Deer Point Dr., Caribou, and Deer Run towards the end of the summer.
- 3) The lift station pre-construction meeting was held and the news was less than wonderful. It is a complicated job with a number of components that need to fall into place. Scheduling is proving troublesome because of the difficulty with getting electrical controls. We don't have a starting date yet but the goal is to have the project complete by the end of the fiscal year.
- 4) National Power Rodding has been in the Village for about 2 weeks. They are videoing and clearing (when necessary) our storm water lines. This project will run approximately 2 months.
- 5) On Sunday the 10th, I was contacted by CenCom at 10 pm. They were showing a trouble signal from the Village Hall fire alarm system. I managed to reset the alarm panel and had it checked out the next day. The bottom line is that an attic heat detector is bad and needs to be replaced. That's the good news. The bad news is that the system is 17 years old and parts may not be available. Also, it is an out-of-date system. With that in mind, I will be making arrangements with the company that installed it (World Security) and the company that handles our security alarms and video system (Allied Central Security) to give me proposals to replace the system.
- 6) I also realized that none of the current staff has had any training on the fire panel operation. I was only able to reset it through some good guess work and a little help from Bob Seminary of Allied Central Security. I'm arranging for Tim and I to receive training on the panel.