

February 26, 2008 Regular Board Meeting Minutes

Meeting called to order at the Village of Hainesville Council Chambers by Mayor Ted Mueller at 7:00 p.m.

Chief Roth led the pledge of allegiance to the flag.

Mayor Mueller asked for a brief moment of silence in memory of the five students at NIU for the tragedy that took place on the 14th of this month.

Clerk Kathy Metzler took roll call. The following Officials were present: Mayor Ted Mueller, Trustees Walkington, Stilz, Barrett, Bonds, Tiffany and Gottsacker
Also present were: Village Clerk Kathy Metzler, Treasurer Kelly Hensley, EMA Coordinator Mark Gottsacker and Village Attorney Jeff Jurgens

Absent: Building Official Russ Kraly and Public Works Supervisor Jeff Gately

Establishment of quorum

Agenda Approval

Trustee Walkington motioned to approve the agenda; seconded by Trustee Barrett.

Roll Call:

Ayes: Trustees Walkington, Stilz, Barrett, Bonds, Tiffany and Gottsacker

Motion carried.

Public discussion and/or comments from the floor:

There were six residents and one Trustee that spoke on the following issues: how professional Clerk Metzler is along with the staff, a resident came in to ask the Chief some questions and the Chief was also very professional, a question regarding is IMRF discussed in executive session under personnel, would like the cost of the new garbage rates, buckthorn cleanup in the northwest corner of Cranberry Lake, has the Hainesville Police Department received their certification from the State, what pension plan will be for the police officers and will the officers be pre-certified with firearms etc., consideration regarding penalty fees for a residents deck which letters sent eight months ago and now they are being sent again and in 2002 a request was made for the removal of ferret and hedgehog from the fur-bearing mammal and wild animals in the animal ordinance which wasn't done.

Omnibus Vote Agenda

1. A Motion to Approve the February 12th, 2008 Regular Board Meeting Minutes

2. A Motion to Approve the February 2008 Bills Payable

Trustee Walkington motioned to approve the Omnibus Vote Agenda items as presented; seconded by Trustee Barrett.

Roll Call:

Ayes: Trustees Walkington, Stilz, Barrett, Bonds, Tiffany and Gottsacker

Motion carried.

Trustee Stilz wanted to go over the minutes. Mayor Mueller stated that we already approved them. Trustee Stilz asked who did these minutes. Clerk Metzler stated they were from the last meeting she did the minutes and signed them. Trustee Stilz stated these are terrible. There are certain spots that the Clerk really needs to elaborate on. Her own personal opinion is in these minutes. She is editorializing when she is not suppose to do that. You are suppose to report the facts. Clerk Metzler isn't suppose to put her own opinion in them. Mayor Mueller stated we have already acted on these. Attorney Jurgens recommended that in the future since these have been passed and approved if you or any other Trustee has a question about the minutes or think something needs to be changed or modified that you bring this up before you pass the minutes. That way we have a copy of the minutes in front of us and make the changes if the Board agrees to and pass the minutes as amended. Trustee Stilz would like to unpass the minutes because they are terrible not even close to correct. Clerk Metzler stated you voted aye already. Trustee Stilz stated he made a mistake and he will take care of this at the next meeting. Attorney Jurgens stated the minutes have been approved and doesn't know the process for disapproving them and will look into that. Trustee Stilz asked Attorney Jurgens if there is a time frame on when the minutes have to be out. These minutes have gotten out in time and she had mentioned she was sick but it took two and a half months for the last set of minutes and do we have rules that we can put into place so that we can get these minutes in a timely fashion. Attorney Jurgens is not aware

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of any rules. Clerk Metzler stated state statute states that there isn't any time frame. Clerk Metzler stated she has been up to date except for January which she did state at the last meeting that she was hospitalized. Trustee Stiliz asked if we had rules in our own village. Clerk Metzler stated no and Attorney Jurgens agreed. Trustee Stiliz stated we do have rules and they are ten days which is in the ordinance and in the code. Trustee Stiliz stated you got them to us promptly this time but in numerous occasions in the past you have not. He stated he understands that Clerk Metzler was sick. If we have an ordinance we have to get these out in time. Clerk Metzler stated okay to Trustee Stiliz. Trustee Stiliz stated he has been asking this for numerous years to get them done. Clerk Metzler stated numerous years, and she stated she has been doing minutes for eight years, so numerous years he has been asking? Trustee Stiliz stated he knows that she is busy, so lets hire a service to do this. Mayor Mueller stated these minutes have been approved and if you want to make an issue of this do it at a future meeting, the minutes have been approved. Mayor Mueller stated a service to do the minutes is very costly. Clerk Metzler stated about \$800 for a 45 minute public hearing. Trustee Stiliz looked into it today and it was \$220, which this is worth looking into. Mayor Mueller stated he will have Clerk Metzler look into this.

Reports and Communications from Mayor and other Officers:

Mayors Report

Mayor Ted Mueller had nothing to report.

Clerks Report

Clerk Kathy Metzler had nothing to report.

Treasurer Report

Treasurer Kelly Hensley stated her items are under business.

Police

Police Chief Ron Roth gave a progress report on what has been done in the last few weeks. Chief Roth reported on the squad cars, he feels they really need three cars, office equipment that has been ordered, applications for the police officers being screened with background investigations being done, State forms/reports that have been ordered, the Illinois State Training Board has recognized the Hainesville Police Department as an active police agency, the FBI, State Police, SOS Police and US Justice Department have been notified of our active status, uniforms will be dark blue with the new logo for the shoulder patch, CenCom has issued three portable radios with two more ordered, all sworn officers will be weapons qualified by the Sheriff's office and the Round Lake Fire Department has provided him with detailed map books for the squad cars.

The Chief had a meeting with Senator Bonds today regarding grant opportunities. Senator Bonds is taking the Chiefs recommendations to Springfield with him tomorrow.

The Chief is attending the Illinois Law Enforcement Alarm Service seminar conference in Springfield this weekend, which he is trying to find additional grant funding. Chief will also be networking with other police chiefs, departments and agencies out there.

The Sheriffs office did take over police services in our community on the 11th of February.

Between the 11th to yesterday they registered over 130 CAD reported incidents which is computer generated.

As of yesterday the Chief has been directing traffic in front of the school in the morning and in the afternoon.

Chief met with a resident regarding community policing programs which she would like to be actively involved.

A husband and wife approached the Chief after the last meeting and donated a computer which the Chief picked up and it is up and running.

A resident who works in the corporate office at Walgreen's and is in security also contacted the Chief and has offered his help with computer programming if it is needed.

Some residents have stopped the Chief stating there are certain areas that need to be monitored including cut through areas. Please call the Chief if you have any questions or come in to see him. The Chief feels these last two weeks they have gotten a lot accomplished and will get more accomplished in the next two weeks.

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Trustee Stiliz asked the Chief if we are still looking into the IMRF for the pension plan. Mayor Mueller stated it is tabled at this point; the Chief is looking at options for the officers. Trustee Stiliz asked Trustee Bonds are we still going forward with this IMRF. Trustee Bonds stated we aren't going forward right now; it still is an option, but not our only option. Trustee Stiliz wanted to know why it is even an option after the response from the citizens? Mayor Mueller stated that was a non binding referendum. Mayor Mueller stated the Chief is looking at options for the officers so lets wait until he brings it before the Board. Trustee Stiliz wanted for the record that the people have spoken and they are not interested whatsoever in IMRF. Mayor Mueller stated you are on record.

Building Official

Building Official Russ Kraly was not present.

Public Works Supervisor

Public Works Supervisor Jeff Gately was not present.

EMA Coordinator

EMA Coordinator Mark Gottsacker stated mark your calendars August 5th, 2008 is National Night Out and will coordinate this with the Chief.

At the last Board meeting we talked about going around and cleaning up the fire hydrants. There were some that were missed around Holiday Lane and they are all cleaned up now. Mayor Mueller stated he believed that Jeff has cleared all of the fire hydrants.

Attorney

Attorney Jeff Jurgens had nothing to report.

Trustee Stiliz asked Attorney Jurgens regarding the open meetings act and the special meeting we had you stated all you have to do is post something on the door regarding the special meeting. Attorney Jurgens stated that you need 48 hours notice to be published on the door of the Village Hall. Trustee Stiliz stated that is not what the open meetings act says, plus our ordinance states we have to do numerous things regarding a special meeting. Trustee Stiliz stated you do have to publish the meeting. Clerk Metzler stated it was published. Trustee Stiliz stated when I ask you for something you can answer; I wasn't asking you anything Kathy. Clerk Metzler stated sorry Trustee Stiliz. Trustee Stiliz said our ordinance stated not only do you have to post it on the door but someone has to hand him a copy of this special meeting with the agenda and if he isn't available they have to drop it off at his house. This is just not getting proper information and people not doing things properly, and he can guarantee that not one Trustee was handed an agenda. Attorney Jurgens stated that could be something the Board adopted in addition to the requirements of the open meetings act. Discussion took place regarding publishing and providing a copy of the notice to the newspapers. Trustee Stiliz stated that he has asked Attorney Jurgens several times and you mentioned only putting it on the front door. Trustee Stiliz stated he doesn't seem to get the proper information. Attorney Jurgens apologized and stated he thought you were asking about it being published and the attorney was misinterpreting publish. Trustee Stiliz stated I asked you for any rules. Mayor Mueller stated that each Trustee was called in advance for that meeting. Trustee Stiliz said it still doesn't follow the rules. Mayor Mueller stated then maybe the Attorney should review the rules and see if we were in violation and give us a report. Trustee Stiliz stated we are not following the rules. Mayor Mueller stated we followed the open meetings act to the letter on that Saturday meeting. The Mayor will have Attorney Jurgens review what we did and give us a report at the next board meeting. Clerk Metzler stated she works with Attorney Jurgens with every agenda. It was posted 48 hours and it was provided to the papers but the papers had a wrong time, the paper published it at 1:00 instead of 11:00. Georgeann Duberstein had a question about that the day of the meeting. It was published wrong but the Clerk stated she saves all of her copies that she faxes. Attorney Jurgens asked the Clerk about publishing in the paper. Clerk Metzler stated every December, Trustee Stiliz you are part of this, we pass an Ordinance for the open meetings act for all of our committees, and all of our meetings. That is published and the village pays for that publication, which means she doesn't have to publish anything after that because it already has been faxed to the papers. Every agenda Friday the Clerk faxes to numerous people that have asked for copies and the Daily Herald, Tribune and Journal. Trustee Stiliz said we didn't follow the ordinance properly and he will look to see if it was published properly.

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Trustee Stilz asked who does the codification. Clerk Metzler stated she did and she explained the whole procedure. The last time it was codified was November 2005 which it has all been sent in and should be updated any day now. The Mayor was fully aware of this and they both do the priorities on her desk. Trustee Stilz called LexisNexis and would like this done right after a meeting. Clerk Metzler stated she is now sending them in after the meetings. Trustee Stilz stated she has too much on her plate and that's why he wants someone to do the minutes. For the record: Clerk Metzler stated under her breath "Wally you are an a**hole", Trustee Stilz heard this and asked for it to be put into the records.

Village Engineer

Village Engineer Marcia McCutchan stated she will do a form letter as she had handed out to everyone to keep the Village up to date on all the projects.

Reports of Standing Committees:

Hainesville Fest – Trustee Tiffany is getting positive feed back from the vendors last year that want to return to this years fest. Looking into a band and the cost is less than last years. They have played at Navy Pier and the Taste of Chicago and they do 60's, 70's and 80's music. The date for Hainesville Fest is September 6th, 2008 from 11:00 a.m. to 9:00 p.m.

Finance – Trustee Bonds stated nothing to report, it is under business.

Public Works – Trustee Walkington had nothing to report.

Public Safety – Trustee Gottsacker received a fax today concerning multi hazard emergency planning for Illinois schools and would like to talk to the Chief about that.

Wetlands – Trustee Walkington stated we are waiting for the weather to break and will touch base with Dave probably Thursday.

Business

Police Pay Scale

Mayor Mueller stated we will need two separate motions for the police officers and the records clerk. The Chief has someone for the part-time records clerk who has outstanding credentials and would like a consensus along with the approval of the pay scale to allow the Chief to put her on board and we will ratify that at the next board meeting.

Trustee Barrett motioned to approve the pay scale; seconded by Trustee Tiffany.

Roll Call:

Ayes: Trustees Walkington, Stilz, Barrett, Bonds, Tiffany and Gottsacker

Motion carried.

The Mayor asked for a consensus that will be approved at the next Board meeting to allow the Chief to hire the part-time records clerk. Attorney Jurgens stated this could be discussed in executive session under personnel and coming out and voting on it under L. on the agenda but the Mayors preference is to talk about this in open session. The Chief stated Bryanna Blackard has two years of extensive experience working in records at a police department. She went through a background investigation. Bryanna has a lot of energy and knowledge and would like to bring her aboard. The consensus was all the Trustees were fine with hiring the records clerk.

Swearing-In Police Officers

Chief Roth introduced each police officer and spoke of their qualifications. Clerk Metzler swore-in full-time officer Roy J. McCommons and part-time officers Kurt E. Winqvist, Carl E. Williams and Karl S. Perman. James J. DeCaro is also part-time but couldn't be present tonight.

Police Car – Leasing

Chief Roth stated it is his opinion that we will need three police cars. The Chief has looked into who has cars in stock. There is one in Madison Wisconsin which is a Ford Crown Victoria. The Equipment that was donated to the Village is compatible with the Crown Victoria. The price is \$21,850 with the municipal lease or buy it out right which is up to the Village Board. Mayor Mueller stated in lieu of leasing we have the option of purchasing the vehicle over a period of four years at about \$500 a month and at the end of the lease you own the car for one dollar.

Trustee Stilz motioned to authorize the Chief to contact the dealer tomorrow and purchase the vehicle; seconded by Trustee Barrett.

Trustee Stilz asked Trustee Bonds if this was the best way to go and Trustee Bonds stated yes. Discussion took place regarding leasing and purchasing the car.

Attorney Jurgens asked if the motion was to purchase or lease the car. Mayor Mueller stated to lease purchase the car for four years at \$500 and buy it for one dollar.

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Roll Call:

Ayes: Trustees Walkington, Stiliz, Barrett, Bonds, Tiffany and Gottsacker

Motion carried.

Police Upfront Costs

Chief Roth read over the costs for the police budget which totaled \$73,592 from January 22nd thru May 1st 2008. The budget included line items such as squad cars, office furniture, uniforms, professional services, CenCom and Salaries. Trustee Tiffany asked how many officers total.

Chief Roth stated four full-time and six to eight part-time police officers.

Rabies Control Agreement

Chief Roth explained this is a service agreement which allows the Hainesville Police Department to pick up a stray dog and contact them and they will come up during working hours and pick the animal up. If it is after working hours we will be required to hold the animal till the next business day and then they will pick it up. This also allows them to come into the Village to handle any vicious animals complaints, injured animals and animals with rabies. This does not cover loose cats. Wild animals will not be picked up unless they are in your home. The Chief highly recommends this with our own Police Department we are required to pick up stray dogs. They charge per call and the fee schedule is attached to the agreement. Chief Roth needs to find a large cage or portable kennel to house the animal until the animal control officer can take custody of the animal. Trustee Stiliz asked about cat calls. The Chief stated they will take the cat but the Village will be charged for that. Discussion took place regarding if we want to pick up cats or not. Even if this agreement is not signed the Lake County Animal Control will charge the Village if they pick up cats. The Chief will get back to Trustee Stiliz on what happens to a cat if it is picked up. Trustee Barrett motioned to sign the rabies control agreement; seconded by Trustee Stiliz.

Roll Call:

Ayes: Trustees Walkington, Stiliz, Barrett, Bonds, Tiffany and Gottsacker

Motion carried.

Illinois Law Enforcement Alarm System

Chief Roth explained that the surrounding villages are members. This is designed for departments small and large if you have a natural or manmade disaster occur, your resources are limited. If something happened here we could call on Police Departments throughout the State of Illinois. They would provide manpower and equipment and any other assistance that we would need. To become a member the cost is \$50 a year.

Trustee Stiliz motioned to enter into the agreement; seconded by Trustee Barrett.

Roll Call:

Ayes: Trustees Walkington, Stiliz, Barrett, Bonds, Tiffany and Gottsacker

Motion carried.

Garbage, Yard Waste Stickers and Sewer Rate Increase

Trustee Bonds stated the garbage rates for the residents will go up \$2.00 a month and the seniors will be increased \$1.15 which this rate is set for two years and then will be reevaluated. Yard waste stickers use to be \$1.75 and are going up to \$2.50 Trustee Bonds stated this is why she abstained from voting on the garbage rates last time. The prior cost for the stickers that the village paid was \$1.63 which we charged the residents \$1.75. The new cost to the village will be \$2.40 and we will charge \$2.50 to the residents. Treasurer Hensley stated that from our prior contract to this contract we are able to offer the residents a yard waste subscription. You will have to pay \$10 ever month, so \$120 for the year's service. You will be allowed up to six bags/containers each week, with service from April 1st thru November 30th which is the same time frame now. This is a five year contract but the price will go up every year. Sticker rates for year one is \$2.40 charged to us and years two thru five will go up by the CPI. The CPI also affects the garbage collection cost.

The finance committee is recommending the following; the Village was billed by Veolia in the prior year \$15.39 and now the Village will be billed \$16.60 for an increase of \$1.21. This will be evaluated every January and reevaluated to have the new increase to go into effect in February because of the CPI.

Trustee Walkington motioned to approve the finance committees recommendation; seconded by Trustee Stiliz.

Roll Call:

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Ayes: Trustees Walkington, Stilz, Barrett, Bonds, Tiffany and Gottsacker
Motion carried.

Attorney Jurgens stated for the record the following recommendations are \$2.00 increase for garbage and \$1.15 increase for the seniors, and yard waste sticker increase to \$2.50. Treasurer Hensley stated this will be put on the website.

The sewer increase is not per the Village it is Lake County Board adopted which you have the paperwork. North Shore Sanitation Area which is Misty Hill and Deer Point the sewer rate per 1,000 gallons used will increase from \$2.84 to \$3.15. The Fox Lake Sanitation which is Cranberry Lake area and Ryland will not have an increase this year, there will be one next year. A consensus was taken to do a postcard regarding these rates and it was agreed just to put it on the water bill and the website and not do a postcard.

Determination of Closed Session Meeting Minutes

Mayor Mueller stated at the last Board meeting the Board reviewed the executive session minutes and determined that we continue to keep them confidential.

Trustee Stilz motioned to keep the meeting minutes confidential; seconded by Trustee Barrett.

Roll Call:

Ayes: Trustees Walkington, Barrett, Bonds, Tiffany and Gottsacker

Nays: Trustee Stilz

Motion carried.

Trustee Stilz motioned to adjourn the February 26, 2008 Regular Board Meeting; seconded by Trustee Walkington.

All in favor say aye, motion carried.

The February 26, 2008 Regular Board Meeting adjourned at 8:45 p.m.

Respectfully submitted,

Kathy Metzler, RMC, CMC

Village Clerk