

## October 28, 2008 Regular Board Meeting Minutes

### **October 28th, 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.

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: Chief Ron Roth, Village Clerk Kathy Metzler, Treasurer Kelly Hensley, Village Engineer Marcia McCutchan and Village Attorney Julie Tappendorf

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

#### **Establishment of quorum**

#### **Agenda Approval**

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

Roll Call:

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

Motion carried.

#### **There was no public discussion.**

#### **Omnibus Vote Agenda**

1. A Motion to Approve the October 14th, 2008 Regular Board Meeting Minutes
2. A Motion to Approve the October 2008 Bills Payable
3. A Motion to Approve the May 2008 Financials
4. A Motion to Approve the June 2008 Financials
5. A Motion to Approve the July 2008 Financials
6. A Motion to Approve the August 2008 Financials

Trustee Walkington motioned to approve the omnibus vote agenda as presented; seconded by Trustee Barrett.

Roll Call:

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

Motion carried.

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

##### **Mayors Report**

Mayor Ted Mueller stated there is some activity on the bike path. They will get into full swing tomorrow and this phase will be completed in two weeks.

We are members of SWALCO and would like to mention to everyone to please recycle as much as you can. SWALCO receives a fee per ton from the recyclers and that is shared with us. We do get income from the materials that are recycled. The projection for next year will more than offset the annual fee to SWALCO.

##### **Clerks Report**

Clerk Kathy Metzler thanked Roseann Stark for covering the last meeting while Kathy was in Springfield. Roseann did a great job!

Clerk Metzler attended Clerks training by the International Institute of Municipal Clerks in Springfield. She attended many sessions of interest including new laws and how to survive the election by Ancel Glink, public leadership and ethics, parliamentary procedures and a communications workshop. Kathy thanked the village for allowing her to attend.

Mayor Mueller also thanked Roseann for covering for Kathy and she did an excellent job!

##### **Treasurer Report**

Treasurer Kelly Hensley reported with the passage of this omnibus she is pretty much up to date with the financials. September and October Financials will be on the next agenda.

Within this fiscal year Kelly has changed some account numbers around for EMA. On your bills paid report it shows the police department and then EMA; they are not mixed together anymore.

##### **Police**

Police Chief Roth reported there were 123 radio calls.

Some training courses have been completed by officers.

Downers Grove Police Department donated a police bicycle to the Village of Hainesville.

We received our departments AED today. This will be in the patrol car 24 hours a day. Thank you to Joann Osmond this is from the \$1,500 she gave to us.

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Received a fax machine from a grant applied for last week. This is called Track U. There is no cost to the Village. This allows you to access your accident report on line for a cost of \$5.00 a report. We will receive all monies for reports for the Village of Hainesville. This is a good program.

Trick or Treating is on Halloween night. Chief Roth gave all Trustees and the Mayor a playing it safe on Halloween pamphlet. There are good pointers on here for parents and children. These are being put on all car windshields that are parked on the streets. This was done last night and will be completed tonight.

They will also be handed out by the officers at the school bus stops. The staff at Prairieview School were given these along with a coloring quiz for the kids. We will have five officers on Halloween night; one squad car will follow the hay wagon. Weather permitting we will have an officer on a bicycle.

Chief Roth read a letter complementing Chico on a job well done. He responded to a call involving a juvenile. The parents were thankful for the wisdom and patience of Officer Chico. He was fair, friendly and very respectful.

Mayor Mueller added regarding Trick or Treating out of twenty one communities only five are having Trick or Treating on Sunday. Sixteen communities are having it on Halloween, October 31st.

### **Building Official**

Building Official Russ Kraly was not present.

### **Public Works Supervisor**

Public Works Supervisor Jeff Gately was not present. Jeff is working on getting the new police car ready.

### **EMA Coordinator**

EMA Coordinator Mark Gottsacker stated EMA will be assisting the Police Department on the night of Trick or Treating.

Mayor Mueller stated that all adults that escort kids to the hayride will be given a compact florescent bulb.

### **Attorney**

Attorney Julie Tappendorf had nothing to report.

### **Village Engineer**

Village Engineer Marcia McCutchan stated you have her monthly report in your packets and there were no questions. Marcia stated she had another meeting to attend and will be leaving early.

### **Reports of Standing Committees:**

**Finance** – Trustee Bonds reported that the village will be offering automatic debt for the utility bills in a month or so. A letter will be sent out to residents for participation. Residents will still receive their utility bills which are due on the tenth of each month. This will be automatically deducted from your checking or savings account. If you have any questions call our Utility Clerk Debbie Zwicker.

**Hainesville Fest** – Trustee Tiffany had nothing to report.

**Public Works** – Trustee Walkington had nothing to report.

**Public Safety** – Trustee Gottsacker had nothing to report.

**Wetlands** – Trustee Walkington spoke to Dave on Friday. Dave would like to finish the chipping before meeting with Trustee Walkington. Hopefully they will meet next week.

### **Business**

#### **Appointment of Chief of Police and Approval of Employment Agreement**

Mayor Mueller stated that Chief Roth is leaving the Village of Hainesville. He has a golden opportunity to be Chief of Lake Villa; bigger budget and a larger force. We wish the Chief a lot of luck. He has done a fantastic job putting our Police Department together.

Mayor Mueller stated we took a close look at our officers and would like to promote Sergeant Roy McCommons to the position of Chief of Police to go into effect next Monday, November 3rd.

Trustee Barrett motioned to promote Sergeant Roy McCommons to the position of Chief of Police to go into effect next Monday, November 3rd; seconded by Trustee Gottsacker.

Roll Call:

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

Nays: Trustee Stilz

Motion carried.

Clerk Kathy Metzler swore-in Roy McCommons as the new Chief of Police.

Mayor Mueller announced we will celebrate with cake after the meeting.

#### **2007 – 2008 Audit**

Treasurer Hensley stated the draft was in your packets at the last meeting; now you have the official audit.

Treasurer Hensley introduced Auditor George Ogorek with Ogorek & Associates. George asked everyone

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to turn to page 12. Look at the Balance sheet of the general fund and the police fund which is in really great shape. Under fund balances we have \$1,300,000 unreserved which is appropriate for this size of a Village. What also is included, is at April 30th that is your year end and the balance sheet is as of April 30th, you had two liabilities that you hadn't paid. One was for the police department contract which was \$300,000 and the \$600,000 for Deer Point which were paid in May and June of 2008. You had enough of the fund balances in the general fund to take care of the liabilities from the past year and still have enough working capital to carry on. So you are in great shape.

Go to page 16 which is the balance sheet of the water and sewer funds. That also has, not including fixed assets just cash and receivables minus payables, a balance of \$1,100,000. So this is also in great shape for a working capital point of view. The Village is doing very well. Those are the two important pages which shows the cash position of the village and you are doing well. The staff of the village did an excellent job on getting him everything he needed. The new general ledger system is working well. Kelly has been working with it for a year and it is a super system better than the old system. There were no questions. Trustee Bonds motioned to accept the audit; seconded by Trustee Stilz.

Roll Call:

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

Village Engineer Marcia McCutchan left the chamber council at 7:23 p.m.

### **Annual Treasurers Report Fiscal Year Ending 2008**

Treasurer Hensley reported that this is a snap shot of all the revenues that we paid and received; the compensation summary, expenditures and the summary statement of condition. This is a requirement that needs to be produced at the end of the fiscal year after the audit has been completed. This will be published in the next couple of days.

Trustee Stilz motioned to approve the Annual Treasurers Report Fiscal Year Ending 2008; seconded by Trustee Walkington.

Roll Call:

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

### **SSA Tax Levy 2008 - 2009**

Treasurer Hensley stated this is for discussion only. Treasurer Hensley gave a handed out at the beginning of the meeting explaining the SSA.

Trustee Walkington left the chamber council at 7:25 p.m.

Kelly explained the SSA spreadsheet. She needs direction from the Board on a dollar amount. Treasurer Hensley feels the Board would be fine with doing another \$40 tax levy for this year to be collected next year. We will still be on track and it should cover some of the amounts. We have borrowed from the general fund until the monies come in we can get that back eventually. Looking for direction from the Board. At the November Board meeting the Board will discuss this and approve an amount for the December agenda. Mayor Mueller stated if you have any questions get ahold of Kelly or Gary.

Trustee Bonds asked about the monies received in 2008 based on \$40 per townhome of 553 units is \$22,120. Did we receive all that money? Treasurer Hensley stated we are about \$700 short. Mayor Mueller stated 553 units include townhomes and single family homes. Get back to Kelly if you have any questions.

### **2008 – 2009 IMLRMA Insurance Renewal**

Treasurer Kelly Hensley reviewed the costs. There were different options and it was decided to pay option 1 to receive a discount. Option #1 is to pay by 11/21/2008.

Trustee Tiffany motioned to approve option #1; seconded by Trustee Barrett.

Roll Call:

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

Absent: Trustee Walkington

Motion carried.

Mayor Mueller recognized Bob Powers in the audience.

Trustee Barrett motioned to adjourn the October 28th, 2008 Regular Board Meeting; seconded by Trustee Stilz.

All in favor say aye, motion carried.

**The October 28th, 2008 Regular Board Meeting adjourned at 7:33 p.m.**

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Respectfully submitted,

Kathy Metzler, RMC, CMC  
Village Clerk