

September 8th, 2009 Regular Board Meeting Minutes

Meeting called to order at the Village of Hainesville Council Chambers by Mayor Linda Soto at 7:02 p.m. Chief Heidecke led the pledge of allegiance to the flag.

Mayor Soto asked for a moment of silence in remembrance of September 11th.

Clerk Kathy Metzler took roll call. The following Officials were present: Mayor Linda Soto, Trustees Daley, Duberstein, Tiffany and Derenoski

Also present were: Chief Fred Heidecke, Village Clerk Kathy Metzler, Deputy Clerk Roseann Stark, Treasurer Kelly Hensley, Building Official Russ Kraly and Village Engineer Greg Gruen

Absent: Trustees Walkington, Barrett, Public Works Superintendent Jeff Gately and Village Attorney Scott Puma

Establishment of quorum

The Mayor stated that Trustee Walkington is running late and Trustee Barrett is at the EMA Conference.

Agenda Approval

Trustee Derenoski motioned to approve the agenda; seconded by Trustee Daley.

Roll Call:

Ayes: Trustees Daley, Duberstein, Tiffany and Derenoski

Absent: Trustees Walkington and Barrett

Motion carried.

Public comments:

Ted Mueller, Hainesville, IL 60030 – noted that on the Village website the pages for Trustees Walkington, Barrett and Tiffany have photographs and statements, however, pages for the newly elected trustees as well as the Mayor are blank. The Mayor stated that she takes full responsibility and the Village is in the process of revamping the website and are expecting some exciting changes. Ted stated that perhaps it can be updated the old way temporarily because it looks funny. Mayor Soto stated that it's a deal.

Omnibus Vote Agenda

1. A Motion to Approve the August 25th, 2009 Regular Board Meeting Minutes

2. A Motion to Approve the September 2009 Bills Payable

Trustee Duberstein motioned to approve items as presented; seconded by Trustee Derenoski.

Roll Call:

Ayes: Trustees Daley, Duberstein, Tiffany and Derenoski

Absent: Trustees Walkington and Barrett

Motion carried.

Trustee Walkington entered the council chambers at 7:08 p.m.

Reports and Communications from Mayor and other Officers:

Mayors Report

Mayor Linda Soto reported that Halloween Trick or Treating has been set for Saturday, October 31st from 3:30 to 7:30. The Village will be providing hayrides as in the past.

Mayor Soto updated the Board on the Manhard contract. The language that was a stickler has been worked out and signed. The Village is fully committed to working with Manhard for our engineering.

Mayor Soto highlighted some meetings she attended. On Friday, August 21st she attended a meeting at the Avon Township Highway Department regarding the delivery of State and Federal Emergency supplies which are antidotes for biological warfare. The Mayor stated there is no alert but emergency preparedness is part of government. The only urgency of getting this plan done is that the Lake County Health Department has to be executing a new plan for the pandemic flu which is a separate situation. There will be an additional meeting that the Police Chiefs, EMA and Public Works will be required to attend. The antidotes will be distributed at polling places and the Village Hall recently became a polling place.

On Sunday, August 23rd Hainesville participated in The Grayslake Chamber of Commerce Summer Days parade. The Mayor thanked Jeff Gately, Kathy Metzler and Jimmy Soto for helping to decorate the float. Trustee Daley added that the Hainesville float won the Most Creative Float Award.

Mayor Soto reported that on Tuesday, September 1st there was a Special Meeting of the Executive Board of CenCom. The purpose was the Grayslake Area Fire District is looking to become a member of CenCom for our 911 dispatch. The Board was meeting to work out a buy-in fee because the Grayslake Area Fire District wants to become a full-fledged member with voting rights. The Board went back to them with an \$8,000 buy-in fee besides the monthly cost they would pay which will be brought up at their next board

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meeting. The Mayor hopes they will be coming on board to help reduce the cost to all the current village members.

On Saturday, September 5th the Mayor attended the first Hainesville Police Department staff meeting and Chief Heidecke put the agenda together very professionally and well-thought out.

Mayor Soto added that Saturday, August 29th was Hainesville Fest. She thanked Trustee Tiffany and his family for coordinating the festival. The weather was nice and there was a steady stream of attendees throughout the day. Unfortunately raffle sales were down and in hindsight there should have been someone walking around the fest to sell the raffle tickets. She stated that the Village will need a sales policy to be put in place. Staff members have been allowed to buy raffle tickets and due to the fact that sales were down a lot of the winners were staff members. It was uncomfortable for Clay Crutcher of Avon Baseball, Lynn Tiffany and the Mayor. Mayor Soto decided at that time that they would not allow more than two prizes to go to an individual. She spoke with the staff when she came to work and they were okay with that.

Clerks Report

Clerk Kathy Metzler reported there was a U.S. Census Bureau table at Hainesville Fest. They gave away mugs and bags. There were two copies of the questions that will be asked when residents get their census envelope mailed in April. Retired Bears player, Wendell Davis, also came to promote the Census. Many people got his autograph and their picture taken with him.

Treasurer Report

A Motion to Approve the April 2009 Financial Statements

Treasurer Kelly Hensley stated that the board received the April 2009 financial statements and did as many adjustments as she was aware of prior to the audit. Also in the packet was instructions on "how to read the financial statements" and Trustee Daley suggested this be a Committee of the Whole topic. Mayor Soto suggested that we do that at the next Committee of the Whole meeting. If Trustees have any additional questions contact Kelly before the next meeting. Kelly stated that the April 2009 Financial Statements are unaudited. The auditors will be going through them and she is sure there will be some changes, however, she feels comfortable having the Board review them. If the Board wants to approve them tonight and hold them for audit, then after the audit she will re-distribute with the changes.

Trustee Daley motioned to approve and hold the April 2009 Financial Statements; seconded by Trustee Tiffany.

Roll Call:

Ayes: Trustees Walkington, Daley, Duberstein, Tiffany and Derenoski

Absent: Trustees Barrett

Motion carried

Treasurer Hensley was in contact with our auditors last week and she is still working on their items. The date given for the audit is tentatively September 28. They still feel confident that it will only take them a week in our office and we should still make the deadline of having it passed by the end of October. She will keep the Board updated on any more changes with the audit.

Treasurer Hensley stated that regarding Hainesville Fest the Board budgeted \$10,000 for the Fest, donations received was \$4,500, revenue received from the games and slide was \$613. The expenses totaled \$9,312.04 so coming out of the Village funds for the Fest right now is \$4,199.04. By the next meeting everything will be finalized and she will update the Board.

Treasurer Hensley suggested that the Board needs to start thinking about the dollar amount for the SSA. She will prepare everything for the next Finance meeting. Last year's SSA tax levy for Cranberry Lake was \$40. With the tax levy and the SSA levy, it needs to be Board passed and turned into Lake County and filed by the fourth Tuesday in December. We will start working on the Cranberry Lake SSA and then the overall Village tax levy. Mayor Soto added that at the next Committee of the Whole this month she wants the SSA to be for discussion. The Mayor has already talked to Scott Puma about alternatives that we can do. We could chose to leave the SSA line item there but not levy anything without totally taking it away yet or we could reduce the fee. Treasurer Hensley stated that she will give paperwork back up.

Police Chief

Chief Fred Heidecke reported that a felony arrest occurred on August 27. Officer Tina Cora was dispatched to 342 Patriot Drive. When she arrived she found a tan pick up truck and the driver was disoriented. The complainant claimed that the person in this truck attempted selling heroin to his son. Three officers' arrived, one from Round Lake and his canine unit and two from Round Lake Beach. They searched the vehicle and the driver was taken into custody and charged with one felony count of possession of heroin,

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operating an uninsured motor vehicle and driving while his license was suspended or revoked. The Chief wanted to acknowledge the assistance his department gets from surrounding municipalities.

Chief Heidecke stated that from the law enforcement aspect, Hainesville Fest was quiet. He will be sending letters of gratitude to the Lake County Sheriff's Office and the Round Lake Park Police Department for their part at Hainesville Fest.

Chief Heidecke reported that he submitted on Friday, September 4th, all the receipts for the vests purchased under the Department of Justice Ballistic Vest Grant. The expenditures total \$3,643.36 and we will get \$1,821 back because it is a 50-50 grant. We have to pay for the total and then we will get the 50% back. It will take approximately two months for reimbursement. The Chief will call them and advise everyone of the outcome.

The Chief touched briefly on an urgent request for the purchase of an additional squad car due to the aging condition of one of the squad cars. We are also beginning to anticipate future needs for the next fiscal year. Also discussed was a quote for the lease of two additional in-car camera recording systems. This system is a very strong officer safety tool and provides case evidence when prosecuting a case. Two of the squad cars have the old and near-failing VHS technology. The newer squad has the digital technology installed for reasons of consistency and officer safety.

Building Official

Building Official Russ Kraly will be distributing his report later in the week. There was not a lot of business last month. There are many foreclosed homes in the Village. If anyone knows of any before we do, please call the Clerk's office or Russ's office and let them know. There will be an ongoing list so the Village can keep track of what is happening.

Russ also stated that Item Number 5 under business regarding the ordinance amending the fees will be tabled. He will put it into the right format and have it for the next meeting.

Public Works Superintendent

Public Works Superintendent Jeff Gately is out of town.

Attorney

Attorney Scott Puma was not present.

Village Engineer

Village Engineer Greg Gruen reported that the inlet repair program has been completed by Diemer Construction. The Board was given the invoices and Greg recommended payment.

Greg also recommended that the five IEPA stimulus projects, which have been identified, be completed as much as possible even though the Village will not get 2009 stimulus money. All those plans have been sent to the IEPA with the intent to get the construction permits for those and then the Village can decide whether to pursue those in 2010 or get the IEPA money or pursue those with Village funds.

Greg attended a seminar with the Lake County Stormwater Management. He reported that Cranberry Lake is the cleanest lake in Lake County. They surveyed 161 lakes and it was found to have the least amount of suspended solid which is a measurement of the clarity of the water bottom. It is however listed as an impaired waterway by the IEPA and that is due to the vegetation that covers a lot of the lake. More than 5% of the lake surface area is covered by cattails and reed canary grass. The Village has taken steps to reduce that number.

Greg Gruen also stated that Mark Swierenga of the Hainesville Professional Building has cut the swale at the North end of the site. Mark also told Greg that he seeded the property however, Greg inspected it and he didn't see any seed down. The bricks are still there but Mark said he would apply for a sign permit tomorrow. The bricks are to be part of the sign.

Mayor Soto stated that the boundary survey work regarding Cranberry Lake has been on hold because the contract was not signed. She gave Greg the authorization to go ahead and it is on the schedule for this week.

Reports of Standing Committees:

Finance – Trustee Daley reported that he spoke with two financial consultants recommended by Attorney Jim Rock. He is looking into investing our balances which is close to \$3,000,000. Trustee Derenoski will do further research in this area and the information will be brought to the Board. He also spoke with Village of Grayslake financial director, Mike Peterson. Grayslake has a financial and finance policy that he will send to us.

Trustee Daley also stated that he is working on policy updates, signatories and looking at cell phones to get a lower cost.

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Public Works – Trustee Walkington stated that he spoke with Terry Grom regarding putting together a package of cost on water from surrounding villages. He would have it ready for the Committee of the Whole meeting this month.

Public Safety – Trustee Barrett was not present.

Wetlands and Open Spaces – Trustee Duberstein updated the Board on things that have been accomplished. Native Restoration has herbicided about 50 feet of cattails from the lake side at Cranberry Lake in a boat. After it has been absorbed and the cattails turn brown, then they will burn it. Trustee Duberstein appreciated the information from the Stormwater Management Commission. That gives the Village direction as to how much of the cattails we can try and eliminate. We might be able to get a grant.

Trustee Duberstein stated that she met with the flower expert from Native Restoration Services. They discussed various options for putting perennials and native flowers in all the entrances for the spring rather than annuals. It would make less labor work for the volunteers and make watering less of a problem because native flowers are more drought resistant. There is a big variety of flowers to choose from. They will try to find ones that look like they fit in a garden and not look like a bunch of weeds.

Trustee Duberstein added that in the spring they will be looking for people who would Adopt an Entrance. They would help us plant the flowers and also be responsible on keeping an eye on the entrances to see if they need weeding or deadheading and accept that responsibility for that particular entrance. They will need a lot of helpers because they are hoping to put in a lot of plants.

Trustee Duberstein also met with Dave Coulter because since they will not be planting the flowers until May which is in next year's budget, there will be extra money in this year's budget to do some cleaning up of the different ponds and woodlands, wetlands around the Village. They were looking at doing additional things to the east side of the entrance of Misty Hill, around Misty Hill pond and doing some clearing along the sidewalks along Brittany and Hunters Way. Dave will do a proposal and we'll see if more clean up can be done.

Trustee Duberstein stated that she has heard from a number of resident's that are pleased they can see ponds that they didn't know were there. There were about 200 ducks the other day at Deer Point and she has seen a white heron or egret in the meadow. It is exciting that we can appreciate the nature that has been around here all this time but was hidden.

Community Events – Trustee Tiffany thanked everyone for their help and reported that the Fest was a success. The climbing wall was a success and he's looking into bringing that back for next year. The games, climbing wall and slide brought in \$613 and the raffle \$501. Since the raffle was lower than was thought Trustee Tiffany made the following motion.

Trustee Tiffany made a motion to relinquish all the proceeds of the raffle to Avon Township to help put up their screening for ball retention; seconded by Trustee Duberstein.

Roll Call:

Ayes: Trustees Walkington, Daley, Duberstein, Tiffany and Derenoski

Absent: Trustees Barrett

Motion carried

Community Relations – Trustee Derenoski reported that he and George Duberstein met with a website designer to talk about possibly redesigning the website to make it more user friendly, have pictures scrolling across and the possibility of posting the meetings on the web. The designer suggested posting the meetings on You Tube. We would have our own Hainesville page on You Tube and a link connecting the user to You Tube on the Hainesville's website. It would require no extra storage space for us and no extra cost. They also talked about posting pictures, allowing local businesses to have their own page so it would be Hainesville Business only user and they could post specials for residents, they could do all sorts of different things and they would maintain their own page.

Trustee Derenoski will also present to the committee at their next meeting the possibility of getting our own AV equipment. He is gathering the pricing information and working on what the Village needs to get the Hall more technologically advanced. When people come in to make a presentation, we will have the equipment they need and we will also have it for our own personal use so we can show videos and slide shows of what is going on in the Village.

Trustee Daley suggested that before we open up to advertisers the Village should have a policy in effect where we have control who we allow on. So we won't have an entity open who is selling products we might not want to advertise or have associated with the Village. Trustee Derenoski stated that we could come up with that but he hasn't looked into exactly how it would be done. He also stated that would be an

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added feature we wouldn't need to do it right away. It's just a feature that the designer mentioned other Village's had done and it works out well because you can see more than just the list of Hainesville businesses with their name, address and phone number. Mayor Soto added that it would be helpful to see some examples of other municipalities who have this on their website.

Business

Proclamation for Tom Triphahn and the Melanoma Research Foundation

Mayor Soto stated there is a resident that we lost to melanoma on February 15, 2007. His wife, Barb, has made an effort to build awareness for melanoma research so that fall his neighbors put together a golf outing in his memory. Mayor Soto read the Proclamation.

Trustee Tiffany motioned to authorize a donation of \$250 in the memory of Tom Triphahn and for the Second Annual Putt, Hike and Bike Event; seconded by Trustee Daley.

Roll Call:

Ayes: Trustees Walkington, Daley, Duberstein, Tiffany and Derenoski

Absent: Trustee Barrett

Motion carried

Barb Triphahn thanked the Village and Mayor Soto.

Appointment and Swearing in by Mayor Linda Soto

As Village Clerk – Kathy Metzler

As Treasurer – Kelly Hensley

As Deputy Clerk – Roseann Stark

Mayor Soto administered the oath to Kathy Metzler, Village Clerk; Kelly Hensley, Treasurer and Roseann Stark, Deputy Clerk.

Purchase of Additional Squad Car \$21,926

Mayor Soto stated she did have some frustration when she became Mayor in working on the police department budget. The police department budget was adopted with some things that were lacking. Police Chief Heidecke stated that the urgent request for equipment is driven by the age of the equipment, most of which was handed down. There are safety, reliability and financial issues. The department has to do a lot of maintenance on the older squad car. No funds were allocated for an additional vehicle. The Chief stated they want to get into a cycle to anticipate vehicles approaching the 100,000 mile mark the year before so they are not in a budget crunch the following budget year. The safety of the officers needs to be observed through usable and safe equipment. This is an urgent request that has been acknowledged by many of the Trustees and the Mayor.

Mayor Soto stated that the best squad is being favored so the mileage is being racked up quickly. They want to slow that down so it doesn't age as quickly. The Chief stated that the new squad has over 48,000 miles because it is being driven 24/7. At this current rate of use, in another year, it will be ready to be replaced. Ultimately, he would like to assign segments of officers to use certain squads to spread the use in an equitable fashion. Trustee Daley asked how many squads are on the street per shift. The Chief stated that two to three squads are used.

Chief Heidecke stated that the second part of the request is for the acquisition of two additional in squad camera recording systems. The good squad car does have a digital recording system in it. However, with the acquisition of a new squad the Chief would like to put as close to the existing new video recording system in that squad as well and in the remaining marked units we have because those two now have the old VHS equipment. The system they are talking about is like a digital camera with a SD card. The information captured on the camera can be stored up to 16 hours of sound and video on a single chip. There would be no problem with the storage capabilities. It would also give the officers consistency. Trustee Tiffany motioned to approve a new squad; seconded by Trustee Walkington.

Trustee Derenoski noted that the squad car runs on E85 and he asked where one can get that in this area.

Chief Heidecke stated that these are flex fuel engines where they can run on regular 85 octane or 87.

Trustee Tiffany asked if the camera we already have was purchased outright. Chief Heidecke stated he would have to research that, however, Ted Mueller, former Mayor stated the digital camera was purchased.

Trustee Daley asked if there is a reason why we would want to spread the payments out rather than pay in cash upfront. Chief Heidecke stated that owning it outright would make more sense but they are looking at budgeting. Trustee Daley stated that he understands how we got where we are but in the future the finance committee and the Mayor and Treasurer will take a harder look at procedures in developing the budgets so that we are not faced with decisions like this where we have to do this now because things are falling apart.

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They will do their best to develop a long term purchase plan for both Village and Police equipment and personnel needs. This will be an exception rather than a rule.

Roll Call:

Ayes: Trustees Walkington, Daley, Duberstein, Tiffany and Derenoski

Absent: Trustees Barrett

Motion carried

Treasurer Hensley wanted clarification. The quote is for two additional digital video cameras. Squad 702 has it installed; 701 and 703 were donated but the quote states that the cameras would be installed in 701 and 703. She asked why we would install a new digital in 701 when that is the aged squad and the department doesn't want it anymore. The Chief stated that 701 would be the new squad car.

Trustee Derenoski asked how much would it cost to paint and have the logo put on the car. Trustee Tiffany stated that Sign Central did the decal and it was about \$500 or \$600 and Art did the painting.

Further discussion took place regarding leasing or buying the cameras.

Trustee Daley motion to approve the expenditure of \$8,590 for the purchase of two digital camera systems for the squad; seconded by Trustee Tiffany.

Roll Call:

Ayes: Trustees Walkington, Daley, Duberstein, Tiffany and Derenoski

Absent: Trustee Barrett

Motion carried

Trustee Duberstein motioned to go into executive session for the purpose of discussing personnel; seconded by Trustee Derenoski.

Roll Call:

Ayes: Trustees Walkington, Daley, Duberstein, Tiffany and Derenoski

Absent: Trustee Barrett

Motion carried.

The Regular Board Meeting recessed at 8:03 p.m. to enter into Executive Session.

Trustee Duberstein motioned to enter back into the Regular Board Meeting at 8:38 p.m.; seconded by Trustee Walkington.

Roll Call:

Ayes: Trustees Walkington, Daley, Duberstein, Tiffany and Derenoski

Absent: Trustee Barrett

Motion carried.

Trustee Daley motioned to replace the current budgeted positions of CSO and one part time police officer with a position of a full time police officer; seconded by Trustee Duberstein.

Roll Call:

Ayes: Trustees Walkington, Daley, Duberstein, Tiffany and Derenoski

Absent: Trustee Barrett

Motion carried.

Trustee Duberstein motioned to adjourn the September 8th, 2009 Regular Board Meeting; seconded by Trustee Derenoski.

All in favor say aye, motion carried.

The September 8, 2009 Regular Board Meeting adjourned at 8:39 p.m.

Respectfully submitted,

Kathy Metzler, RMC, CMC
Village Clerk