

## March 13<sup>th</sup>, 2012 Regular Board Meeting Minutes

Meeting called to order at the Village of Hainesville Council Chambers by Mayor Linda Soto at 7:02 p.m.

Mayor Linda Soto led the pledge of allegiance to the flag.

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

Also present were: Village Clerk Kathy Metzler, Treasurer Kelly Hensley, Public Works Superintendent Jeff Gately, EMA Coordinator Mike Benko, Village Attorney Jim Rock and Village Engineer Greg Gruen

Absent: Building Official Russ Kraly

### Establishment of quorum

#### Agenda Approval

Trustee Kriese motioned to approve the agenda as presented; seconded by Trustee Duberstein.

#### Roll Call:

**Ayes:** Trustees Derenoski, Kriese, Duberstein, Barrett, Daley and Walkington

Motion carried.

#### Public comments:

There was no public discussion.

#### Omnibus Vote Agenda

1. A Motion to Approve the February 28<sup>th</sup>, 2012 Regular Board Meeting Minutes
2. A Motion to Approve the February 2012 Financials
3. A Motion to Approve the March 2012 Bills Payable for \$81,385.16

Trustee Derenoski motioned to approve the Omnibus Vote Agenda as presented; seconded by Trustee Daley.

#### Roll Call:

**Ayes:** Trustees Derenoski, Kriese, Duberstein, Barrett, Daley and Walkington

Motion carried.

Trustee Walkington asked why the Village had to pay for a court reporter for the public hearing on the liquor violation. Mayor Soto stated that it is required by state statute and the business owner was fined \$1,000. Village Attorney Jim Rock stated that there is nothing in the statutes that allows the Village to charge the business owner for the court reporter.

Trustee Barrett asked why the Grayslake Police Department used the Village's money to buy gas. Mayor Soto stated that the Village will get reimbursed. Trustee Barrett added that

this ties up the Village's money and the Village is paying a lot for policing services. Mayor Soto stated that they do fuel their own vehicles, however, there was a problem with their gas station. The Village has a fleet service credit card which is at the 7-11 for them to use. The Village will get reimbursed by Grayslake before we pay the bill so it is not tying up the Village's money. Trustee Barrett stated that the Village never paid for gas when the Village was policed by Round Lake Park. Mayor Soto stated that it is revenue for 7-11 and tax revenue for the Village. Chief McCutcheon is looking at moving their account because they are having problems with their vendor which they can't control when this happens.

Treasurer Hensley also pointed out that when the area had an extended power outage last summer we got our power back long before most of Grayslake so their pumps could not operate. The Grayslake Police Department used our Fleet account at our 7-11 during that time and it worked out just fine.

**Reports and Communications from Mayor and other Officers:  
Village Engineer**

Village Engineer Greg Gruen reported that the engineering plans for the Motor Fuel Tax are at IDOT for their review. The next step is to approve the resolution and bid the project some time in May. This is a business item on the agenda.

He spoke with Kevin Bryant of the IEPA and he confirmed that they have the loan documents and are ready to go. The next step is to send him the Notice of Award to Berger Excavating, Inc. and to execute their contract. This is a business item on the agenda. There is a pre-construction meeting set for Monday. All the insurance and paperwork will be squared away at that time.

Greg stated that a letter was sent to the Mayor denying the request for a reduced speed zone across the entrance of the school.

Greg spoke with Rick Leber regarding the water tower painting. They have hired a contractor to inspect the interior of the tank for corrosion. After Greg receives the video tape of the remote operated vehicle that is used to dive into the tank, they will make a determination if they need to paint the interior also. Budget numbers that he provided were \$200,000 and that includes \$130,000 for the exterior painting and \$65,000 for interior but the interior may be omitted.

Trustee Duberstein asked if there is incentive for the road work to get done by a certain time. Greg stated that the Village did not include a liquidated damages clause; they are good about getting things done on time. Greg will bring this up with IDOT.

**Village Attorney**

Village Attorney Jim Rock stated that a liquor commission hearing was held this month which resulted in a 2 day suspension of a liquor license and a fine. He prepared the Spray Paint and Wide Tip Marker Ordinance that is under business on tonight's agenda. He also reviewed the license fees and penalties for ordinance violations sections of the Hainesville's

Municipal Code. He made recommendations to discuss the license fees with the Finance Committee.

### **Public Works Superintendent**

Public Works Superintendent Jeff Gately reported that his department is working on the spring clean up. They are going through the wetlands because the last few garbage days have been windy causing trash to be blown into the wetlands. Trustee Daley asked if Veolia has any responsibility to pick up garbage if there is a windy day. Jeff stated he didn't think there was anything in the contract. Mayor Soto added that there is nothing regarding pick up if it is wind blown. She has complained to Veolia in the past regarding how garbage is loaded and there has been improvement. People put out garbage knowing it is windy without putting much effort in to containing it properly. She will put an article in the newsletter regarding this issue. They will be going around the Cranberry Lake area to clean it up. He typically goes out after garbage day.

Jeff also reported that he is working on switching the shop over to summer mode. Jeff also stated that the hydrant flags have been removed and he is looking into repainting them this summer. The Village will be going through another ISO insurance rating for Grayslake Fire Department; two years ago it was Round Lake Fire Department. Jeff has all the data available from the last ISO rating; he has the resource and maintenance logs for the hydrants.

Jeff stated he is still working on the capital needs study. At the Committee meeting on Wednesday he will talk with Terry Grom regarding lift station issues and the life spans etc. so we can fine tune and get a plan in place.

Jeff stated that he is getting LED lights for the dump truck and will be installing them hopefully on Thursday.

Jeff reported that he may be out for a while because he is having surgery. He will let the Committee and Mayor know when he gets more detail.

### **Building Official**

Building Official Russ Kraly was not present. The Mayor stated that Russ's father is in the hospital. Russ is available by cell. The Mayor stated that if anyone needs anything from the building department to contact her. Paul is also available.

### **EMA Coordinator**

EMA Coordinator Mike Benko stated that there are valuable tips and a checklist in the newsletter. Mayor Soto stated she would like to set up a meeting with Mike.

### **Treasurer**

Treasurer Kelly Hensley stated that she has been busy with the Appropriation Ordinance, Estimate of Revenue and draft of the Budget and has been working hard with the Trustees. The audit is scheduled for the first week of June.

## **Village Clerk**

Village Clerk Kathy Metzler reported that she and Deputy Clerk Roseann Stark have been working on Business License renewals, which Mayor Linda Soto will be delivering to all the business. They are also working on the website. The building permit application form is now online and working on a Village Clerk page which will include FOIA forms, election information, solicitor permit information, ordinance information and business and liquor license information.

Kathy also stated that the Village Hall will be a polling place next Tuesday, March 20<sup>th</sup> from 6:00 a.m. to 7:00 p.m. Last year she was at the Village Hall to open and close. A few people were turned away after 7:00 p.m. The doors are closed at 7:00 p.m. so make sure to get here by then.

Kathy reported that she along with Mayor Soto, Trustee Derenoski and Deputy Clerk Roseann Stark are working on Hainesville Fest. They are sending out emails and letters and putting together Vendor packets.

Kathy and Roseann will be attending a Municipal Clerks meeting of Lake County on organizing and storing paper and electronic records. Attending these meetings and networking with the surrounding villages are beneficial to everyone.

Trustee Daley asked if a two year business license can be issued. Kathy has not looked into this. Village Attorney Jim Rock stated that this can be looked into. Kathy stated that there are a lot of long time businesses, however, the smaller businesses may open for six or nine months then it would be an issue of refunds. Trustee Daley stated maybe the Village could do a graduated license where a long standing business would have a license for two or three years and a beginning business only one year. Kathy stated that it is something to think about.

## **Mayor**

Mayor Linda Soto reported that Don Otto, a former Round Lake Park Police officer is now a Round Lake Park District Ranger and a retired Firefighter. He is the owner of an antique police car used in parades. It has been converted to a vehicle in recognition of the 10 year anniversary of the 9-11 event. It is dedicated to the 343 firefighters, 23 New York police officers and 37 Port Authority Officers who gave their life in the line of duty. This was a community effort but Don is the owner of the vehicle and did the work. He donated his time and R & M Auto Body in Round Lake Park donated the paint; the graphics came from On-Call Graphics in McHenry. The facility was donated by the Village of Hainesville's Public Works building and Fine Line Automotive in Hainesville also provided additional work. Mayor Soto passed around a picture of the vehicle. The vehicle will be making an appearance at Hainesville Fest.

Mayor Soto discussed IDOT and the school crossing. District 46 Superintendent, Ellen Correll, Greg Gruen, Police Chief McCutcheon and Mayor Soto met and explored different possibilities. She has spoken to IDOT after receiving their response letter and the Village can move the school entrance crossing signs and we can install the flashing beacons on

them. Greg stated that a small sign underneath the beacons will indicate that there is a school ahead. The Mayor emailed Ellen Correll letting her know and also let IDOT's other comments. IDOT feels that they don't need to come out and meet and explore anything further. The Mayor stated that the Village will move forward with the flashing lights and District 46 was in agreement. The Chief is also taking additional steps with their own gear.

Mayor Soto stated that the primary election is around the corner. She hopes everyone gets involved and votes. The Village has been hosting township meetings because early voting is taking place at the township building.

Mayor Soto and Village Planner Al Maiden attended a meeting at the Lake County Department of Transportation. This was a presentation by the Route 53/120 Blue Ribbon Planning Committee. The Mayor stated that she was the one no vote on the issue of the Route 120 Bypass Unified Vision Plan because she opposed a hefty toll being used to fund a significant portion of that road (9-10 miles out of the 14 mile bypass). It was to include stoplights and roundabouts and the toll was about \$2.25 one way.

Ted Mueller, former Mayor, stated that he also was one of two that voted no in earlier votes prior to Mayor Soto's final no vote. Ted stated he objected to the Bypass but voted to widen Route 120 instead.

Mayor Soto stated that everyone would like to see Route 53 come through. The New Committee is somewhat promising because Illinois is going back to creating more stimuli through IDOT. It is a good sign that IDOT was present at the meeting and have great interest in doing this project. The Co-Chairs of the Committee are David Stallman, Chairman of Lake County Board and George Rainey, the developer of Prairie Crossing as well as other developments. The Mayor doesn't feel George would waste his time serving on a Committee unless he has serious interest. She did have some concerns regarding the preliminary information and wanted to make sure that the Village's Comprehensive Plan was duly noted. CMAP is also involved. Linda wanted to know if Route 53 was extended and Route 120 bypass becomes part of the project does that alleviate the heavy toll. Mayor Soto did not get a clear cut answer other than they are looking at tolling \$.20 a mile. She also questioned tolling a road with lights and roundabouts, however, they are not building it that way now. The road is now a parkway with a 45 mph speed limit. The Village will stay involved on this issue and put an article in an upcoming newsletter.

Mayor Soto was approached by Jim Marriott, owner of the strip mall with Firestone, Subway, etc. She had an exploratory meeting this morning with Jim, his contracting engineer, Greg Gruen and Al Maiden, Village Planner regarding further development. There is a brand name interested in coming to that strip mall but it is preliminary. There are a lot of challenges with that area because of the intersection being IDOT and LCDOT and Stormwater detention, etc. They will do their homework and come back to the table to see if it progresses. There will have to be improvements to that intersection.

Mayor Soto wished Trustee Kriese a happy birthday. Due to his being the only birthday this last quarter, he will be on the next quarterly birthday cake.

## **Reports of Standing Committees**

**Finance** – Trustee Daley stated he would defer to new business.

**Public Works** – Trustee Walkington did not have anything further to report.

**Public Safety** – Trustee Kriese reported that Trustee Daley received a call from P.A.C.E. regarding the shelter on the eastbound side of Route 120. They will not put a shelter there because of the possibility of future developments or upgrade for that intersection. Trustee Daley stated that IDOT has it on the list.

Trustee Kriese also stated that at their last meeting they discussed a web page upgrade. He spoke to the Mayor regarding what would go on the website.

The next Committee meeting is on the 27<sup>th</sup>.

Mayor Soto noted that the shelter went in while she and Ted were Trustees and IDOT had said no at that time also.

**Wetlands and Open Spaces** – Trustee Duberstein reported that the Committee has been working diligently on cleaning open areas, such as getting rid of buckthorn and honeysuckle around Cranberry Lake and opening the views to ponds. This has been accomplished and now they will start planting flowers assuming the budget doesn't get tampered with anymore from now until it is passed.

The seniors are having a representative from P.A.C.E. come to their April 3<sup>rd</sup> meeting to discuss services that are available. Anyone 62 or older in the household can attend the meeting. She is hoping there will be extra flyers to keep here at the Village Hall.

Trustee Duberstein is an election judge and hopes to see everyone on Tuesday.

**Community Relations** – Trustee Derenoski reported that the Committee met last month. It was decided that emails will be sent out to previous Hainesville Fest sponsors to get early donations. As of this date \$2,050 has been sponsored. He stated that he will be using Kathy's clerk system and sending out letters to all of the surrounding businesses to get more sponsorship dollars than last year. This year's Hainesville Fest will be bigger, more fun and longer. He thanked resident Jackie Brunk for joining the Committee. John stated that any resident can attend the meetings and share ideas.

## **Business**

### **Draft – Estimate of Revenue May 1<sup>st</sup>, 2012 – April 30<sup>th</sup>, 2013 – Discussion Only**

Treasurer Kelly Hensley stated that the Estimate of Revenue lists the proposed revenue per line item that the Village feels it will be getting. Trustee Daley noted that this is an estimate and the Village is looking at approximately \$2,850,443. He hopes to have concrete numbers later this month on the real estate taxes. Kelly added that it is being presented to the Board but not up for adoption yet. It will be adopted at the second meeting in March.

Trustee Barrett asked the meaning of Grant Proceeds (generators) on the Estimate of Revenue. Trustee Daley stated that there was a budget request to buy two emergency generators; one for this building and one for public works. The Village had to cover the possibility of purchasing it but the Village will not purchase it unless the revenue is through grants.

**Draft – Budget May 1<sup>st</sup>, 2012 – April 30<sup>th</sup>, 2013 – Discussion Only**

Trustee Daley stated that there have been cuts across the board. He explained his definition of a deficit budget, which is one where there are more expenses than revenue. The Village's budget this year, for the first time since most of the Board has been elected, our expenses will exceed revenues. The Village is not broke; we do have money in the bank.

Treasurer Kelly Hensley noted that the difference between the Budget and the Appropriation Ordinance is that the budget is what the Village will go by and the Appropriation Ordinance is legally required to pass within the first fiscal year of the new year. Last year and this year we are passing it prior to the start of the fiscal year; which gives the Village legal authority to spend money.

Trustee Daley stated that the Estimate of Revenue is \$2.8 million and expenditures are about \$133,000 more. Much of this has to do with the water tank. The \$133,000 will be taken out of saved MFT funds. This money has been set aside and is in the bank and it is restricted to particular projects. The appropriation is \$3.1 million and that is an additional \$124,000 over the requests. For the past two years 5% of the Village's revenue has been set aside for reserves in all the major accounts. Any budget requests were chopped by an additional 5% in the last two years and the money was set aside just in case. This year they could not trim enough legitimately to establish the 5% reserve so more funds will be appropriated out of the savings so the Village will be legally able to spend in case of emergency. The Village is appropriating an additional 5% to cover what was in reserve.

Trustee Daley added that the three accounts in reserve; street fund, public works and general admin fund, money cannot be spent without the signature of the Mayor or himself. Trustee Daley used an example to explain this further.

Mayor Soto added that the budget from an operating standpoint shows that the Village is operating well within its revenue. The Village is not going over in operational expenses. There are capital projects such as repainting the water tower that must be done and cannot be put off so that is where the money is coming from. The Mayor has contacted two people from other towns about coming in and doing workshops with our Village to do the capital needs study and putting money away for capital projects in future years.

Trustee Daley stated that at the next Board meeting there will be a Public Hearing at 7:00 p.m. and then a vote on all three of these items prior to the fiscal year for a second year in a row.

Trustee Walkington noted that the water tower is 20 years old so money can be set aside for that project to be redone in 15 or 18 years.

Trustee Daley stated that the Village is doing with the budget what a good preventative maintenance program does for buildings and property.

Trustee Barrett questioned the cost to operate Jeff's fleet of vehicles. He felt it was a low amount considering the cost of fuel. Jeff stated that he has been buying in bulk. The diesel tank is about three quarters to full. Most of the fuel consumption in the summer will be diesel because of the tractor. Trustee Daley added that would be appropriate use of reserve funds. Jeff stated that in the past that amount was close. Mayor Soto stated that between now and the next Board Meeting Jeff and Trustee Daley can meet and explore this issue.

**Draft – Appropriation Ordinance May 1<sup>st</sup>, 2012 – April 30<sup>th</sup>, 2013 – Discussion Only**

There was no further clarification of the Appropriation Ordinance.

**An Ordinance Amending Section 9.16.030 of the Village Code and Establishing Regulations on the Sale, Purchase and Possession of Spray Paint and Wide Tipped Markers**

Mayor Soto stated that Chief Matt McCutcheon asked if the Village could adopt this ordinance which Grayslake recently adopted. Village Attorney Jim Rock worked on this ordinance.

Trustee Duberstein motioned to Approve the Ordinance Amending Section 9.16.030 of the Village Code and Establishing Regulations on the Sale, Purchase and Possession of Spray Paint and Wide Tipped Markers; seconded by Trustee Kriese.

**Roll Call:**

**Ayes:** Trustees Derenoski, Kriese, Duberstein, Barrett, Daley and Walkington

Motion carried.

Ordinance #12-3-158

**Resolution for Maintenance of Streets and Highways by Municipality Under the Illinois Highway Code for \$250,000**

Trustee Barrett motioned to Approve the Resolution for Maintenance of Streets and Highways by Municipality Under the Illinois Highway Code for \$250,000; seconded by Trustee Walkington.

**Roll Call:**

**Ayes:** Trustees Derenoski, Kriese, Duberstein, Barrett, Daley and Walkington

Motion carried.

Resolution #R12-3-62

**Acceptance of Notice of Award to Berger Excavating Contractors, Inc. for the Route 120 and North Street Watermain Project**

Trustee Barrett motioned to Approve the Acceptance of Notice of Award to Berger Excavating Contractors, Inc. for the Route 120 and North Street Watermain Project; seconded by Trustee Kriese.

Trustee Walkington asked for the starting date on this project. Village Engineer Greg Gruen stated that they were to start March 1<sup>st</sup> but there was a delay with the easements so the pre-construction meeting is Monday and by April 1<sup>st</sup> they should begin. Trustee Walkington asked if it could be pushed back so school is out. Greg stated that he could talk about this at the pre-construction meeting. The project should only take 30 days. Greg stated that this was bid as a spring project. Mayor Soto noted that the project will be left as is.

**Roll Call:**

**Ayes:** Trustees Derenoski, Kriese, Duberstein, Barrett, Daley and Walkington  
Motion carried.

**Acceptance of the Agreement Between the Village of Hainesville and Berger Excavating Contractors, Inc. for the Route 120 and North Street Watermain Project**

Trustee Walkington motioned to Approve the Acceptance of the Agreement Between the Village of Hainesville and Berger Excavating Contractors, Inc. for the Route 120 and North Street Watermain Project; seconded by Trustee Barrett.

**Roll Call:**

**Ayes:** Trustees Derenoski, Kriese, Duberstein, Barrett, Daley and Walkington  
Motion carried.

Trustee Duberstein motioned to adjourn the March 13<sup>th</sup>, 2012 Regular Board Meeting; seconded Trustee Walkington.  
All in favor say aye, motion carried.

**The March 13, 2012 Regular Board Meeting adjourned at 7:56 p.m.**

Respectfully submitted,

Kathy Metzler, RMC, CMC  
Village Clerk