

October 8th, 2013 Regular Board Meeting Minutes

PowerPoint Presentation on Northwest Sewer Sanitary District Project (\$1.50 monthly fee to be added starting January 2014) effecting all sewer accounts in Hainesville except Deer Point (Settlement and Sanctuary included) and Misty Hill which are within the North Shore Sanitary Sewer District.

For the record, Mayor Soto asked if anyone in the audience was present for the viewing of the PowerPoint presentation. There was no one; therefore, the Mayor stated that the PowerPoint is available on the Village website and we will move on to the Regular Board meeting.

Meeting called to order at the Village of Hainesville Council Chambers by Mayor Linda Soto at 7:08 p.m.

Mayor Linda Soto led the pledge of allegiance to the flag followed by a moment of silence for resident Kay Rateike who passed away on September 30th.

Deputy Clerk Roseann Stark took roll call. The following Officials were present: Mayor Linda Soto, Trustees Kriese, Duberstein, Barrett and Daley

Also present were: Deputy Clerk Roseann Stark, Treasurer Kelly Hensley, Public Works Superintendent Jeff Gately, Building Official Aki Mishima, Village Attorney Jim Rock and Village Engineer Greg Gruen

Absent: Village Clerk Kathy Metzler, Trustee Derenoski, Trustee Walkington and EMA Coordinator Mike Benko

The Mayor stated that Trustee Walkington was running late and Trustee Derenoski was in training this week for his job due to a promotion; he assured the Mayor that he will be able to attend future Board meetings.

Establishment of quorum

Agenda Approval:

Trustee Kriese motioned to approve the Agenda as presented; seconded by Trustee Barrett.

Roll Call:

Ayes: Trustees Kriese, Duberstein, Barrett and Daley

Absent: Trustees Derenoski and Walkington

Motion carried.

Public comments:

There were no public comments.

Mayor Soto noted that there was quarterly birthday cake for Kelly Hensley, Roseann Stark, Georgeann Duberstein, Karyn Noble, Jeff Gately and Mayor Soto. Village Clerk Kathy Metzler was not present because she was under the weather. Kathy's birthday is October 11, 2013.

Omnibus Vote Agenda

1. A Motion to Approve the September 24th, 2013 Regular Board Meeting Minutes
2. A Motion to Approve the October 2013 Bills Payable for \$118,038.16
3. A Motion to Approve the September 2013 Financial Statements

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

Roll Call:

Ayes: Trustees Kriese, Duberstein, Barrett and Daley

Absent: Trustees Derenoski and Walkington

Motion carried.

Reports and Communications from Mayor and other Officers:

Village Engineer

Village Engineer Greg Gruen reported that the Certificate of Substantial Completion was issued to the contractor. The Village is bonded for five years on the water tower because of the purchase of a five year contractor bonded warranty. The last piece of equipment was pulled out of the park site.

Greg noted that the PowerPoint presentation on the Northwest Sewer Sanitary District Project was for the \$1.50 surcharge for lagoon improvements. This will be on the resident's bill next year. The improvements are designed to free up capacity on the interceptor sewer that leads to the plant. The Village's sewers are good but the Village is part of the group and it will benefit the Village by opening up and maintaining the capacity in the sewer system.

Greg stated that in the Business section there is a resolution supporting a submission of a grant for a CDBG (Community Development Block Grant) Application. It is a \$100,000 grant to aid in the cost to resurface Cranberry Lake subdivision. The work would be done in 2014 if the Village gets the grant. The \$100,000 is not enough to finish the project so Greg met with the Finance Committee to talk about a combination of MFT funds and Village general funds in addition to the grant.

Trustee Duberstein asked if the tank issue had been resolved with the length of time it was sitting idle. Was a refund issued? Mayor Soto stated that the Village got a reduced rate but not a refund. There are two other bills in question and the Mayor will meet with Terry Grom regarding the bills.

Village Attorney

Village Attorney Jim Rock reported that he has had ongoing discussion regarding zoning and regulations with a business considering locating in Hainesville. Mayor Soto updated the Board that she received a call from the dental office that stated they would be signing the lease. They will start the build out. It will be a six chair dental office. They already have an office in Lakemoor.

Jim stated that he met with the Mayor and Trustee Duberstein discussing questions and issues regarding Cranberry Lake wetlands and conservancy areas. There will be a presentation to the Board in November on those issues.

Trustee Walkington entered the Council Chambers at 7:18 p.m.

Public Works Superintendent

Public Works Superintendent Jeff Gately thanked everyone for their kind thoughts regarding his mother in law. She was a special lady to him.

Jeff reported that the forms and bases are in for the pedestrian crossing at Tall Oak. He hopes to have them activated by the end of the week.

The tree stump grinding has been delayed due to his recent personal issues. It should start on Monday of next week and he expects it to take 5 to 10 days.

Jeff stated that he is about three-quarters of the way done laying the mulch around the Cranberry Lake path. Due to logistics he has not been able to hook up with Grayslake to get the chips. They do have enough mulch available to go down Hainesville Road and the area around Tall Oak and Jubilee Court. Mayor Soto was concerned that since it is steep near Jubilee Court the chips may wash out. Jeff suggested a step barrier or limestone. Trustee Walkington stated that the limestone would run down also but he also suggested a rock barrier. The Mayor proposed to have Trustee Walkington have a look at the situation.

Jeff noted that the landscaping contractor put in mums. There was a change of middle management at the landscaping company. Jeff met the person who has taken over and he has a copy of the contract. The Village will be getting perennials and the new manager will develop a plan as to where to plant the perennials. The entrances are being kept up nicely. Jeff will share the plans from the company with the Board and get their input.

Building Official

Building Official Aki Mishima discussed his report with the Board. The same amounts of permits were issued as the previous month. The number of inspections and complaints are less than the month before.

EMA Coordinator

EMA Coordinator Mike Benko was not present. The Mayor announced that Mike's responsibilities have changed at work. He now officially works on Tuesday night; however, he is still up to the task of being the EMA Coordinator. If a situation arises in Hainesville, Mike's supervisor understands that he would be heading back to the Village. Mike will contact Trustee Kriese so they can work together.

Treasurer

Treasurer Kelly Hensley stated that her items are under Business.

Village Clerk

Village Clerk Kathy Metzler was not present.

Mayor

Mayor Linda Soto stated that Kay Rateike was a wonderful resident in the community. She touched many people. Her husband Paul recently retired as the Village's part-time plumbing inspector. She always had a smile on her face and will be dearly missed. The wonderful thing is that the community has come together to watch over Paul and help Jeff and Susan and their kids with whatever they need. There was a lovely ceremony at Lord of Glory.

Mayor Soto stated that the Groot Public Hearings closed on October 2nd. Residents can still submit written public comments to the Round Lake Park Village Clerk and they will become part of the record. The Hearing Officer will be compiling all the information and testimony from the Public Hearing. There will be a final meeting with the attorneys and the experts that registered for the Public Hearing. That Hearing Officer submits a report to the Round Lake Park Village Board. Most likely this will take place in early December. Hainesville had expert testimony from the consultant in conjunction with Grayslake and they also have a letter Mayor Soto submitted in which she appealed to the Round Lake Park Village Board regarding requests and ideas regarding traffic impact. At the BEST Annual Chili Supper Mayor Soto saw Mayor Lucassen, Trustee McCue and Trustee Cerretti; they all seemed responsive and acknowledged Mayor Soto's letter.

Mayor Soto noted that November 21st is the next SWALCO meeting at the Village Hall. It is possible that Director Walter Willis and Attorney Larry Clark may have additional information about any recommendations or agreements before Round Lake Park has their official meeting.

Reports of Standing Committees

Finance – Trustee Daley stated that Treasurer Kelly Hensley will be reporting on Finance during Business.

Public Works – Trustee Walkington noted that he spoke with Jeff Gately regarding the plan to have the roof repaired on the Public Works Building before the weather turns. Jeff Gately told the roofing company that if nothing is done in 10 days Jeff will find someone else. He was assured that someone would be out to do the work. It is for a partial roof.

Public Safety – Trustee Kriese stated that at the Committee meeting he and Trustee Daley went over the police report. There were 18 open garage incidents again. October is Crime Prevention Month and there will be an article in the Newsletter of ways to protect yourself and closing the garage door is the easiest way. The Chief says to lock cars in the driveway and keep garage doors closed.

Wetlands and Open Spaces – Trustee Duberstein reported that BEST had their fundraising Chili Supper. It was successful. BEST is having Giovanni Gomez speak at the next meeting on Thursday October 10th at 8:30 a.m. at the Round Lake Beach Cultural Center. He will speak on the Affordable Healthcare and You.

Business

A Resolution Supporting the Submission of the Lake County 2013 CDBG Application

Trustee Daley motioned to approve a Resolution Supporting the Submission of the Lake County 2013 CDBG Application; seconded by Trustee Kriese.

Roll Call:

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

Absent: Trustee Derenoski

Motion carried.

Resolution #R13-10-73

Mayor Soto stated that the Resolution just passed is the Resolution Greg Gruen mentioned in his report. It is an application for a Grant used for road resurfacing in Cranberry Lake Subdivision.

Greg Gruen left the Council Chambers at 7:35 p.m.

Presentation and a Motion to Approve the Annual Financial Report Fiscal Year Ending April 30th, 2013

Treasurer Kelly Hensley stated that this year the audit was early. The report was late coming back to the Village due to shifting around of their internal staff and new controls on their end. It is anticipated that next year will run much smoother and this will be passed in a more timely fashion.

Kelly went over some of the highlights in the report. The assets of the Village exceeded its liabilities at the close of the fiscal year by \$17,684,843. The majority of the assets are within the Business Type Activities otherwise known as Public Works or Enterprise Fund. Of that amount \$3,607,791 may be used to meet the Village's ongoing obligation to citizens and creditors. The majority is within the Governmental Activities.

The Village's bottom line decreased by \$214,000. This includes the systematic and planned consumption of the Village's capital assets. The Village is spending down some of the reserve funds. The Village has over \$3,000,000 available for spending within the governmental funds, meaning the money has not been assigned to a specific purpose at the close of the fiscal year 2013. In this fiscal year it is hoped to have more money earmarked into the five year plan.

The Village's total debt increased by \$106,000 due to the IEPA loan. At the end of the current fiscal year the Village is able to report positive balances in all categories of the net position.

Kelly went over the Changes in Net Assets. The ending balance for Governmental Activities shows an increase in net position (more capital projects were completed). This also includes MFT. The business type activities show a decrease in net position for the ending balance mainly due to depreciation of expense of assets.

Kelly stated that the General Fund's actual revenue were over budget by \$101,000 which means the Village received more than was budgeted. Expenditures were about \$30,000 less than the budgeted amount, meaning the Village spent less than what was

budgeted. The Village is conservative on the Revenue side because we don't know the fluctuation of sales tax.

As of April 30, 2013 the Village had long term debts and loans payable of \$750,000. The long term debt is comprised of bank note payable which is the Public Works Building, an IEPA loan and a capital obligation.

Kelly went over the basic financial statements. She stated that there are definitions and background information to help interpret the audit. The Note Payable is the loan for the Public Works Building. It matures on January 1, 2016 and is now paid monthly but there is a balloon payment of \$343,000 on January 1, 2016. The first IEPA loan payment was due May 1, 2013 and continues until May 1, 2032. The Rubloff Economic Agreement is still in effect. Kelly feels that in the current fiscal year the Village should meet the \$300,000 threshold of payment and then be done. The Intergovernmental Agreement with the school district has a balance of \$48,000. The Agreement was to waive and abate fees associated with providing water service to the elementary school.

The final pages of the audit shows schedules of Revenue and Expenditures for the General Fund which compares what was budgeted and what was really received or spend. There is also a schedule of the Enterprise Fund (Public Works). It is broken down into Streets & Sanitation and Water and Sewer. For this fiscal year and including \$172,000 in depreciation, there is a loss or change in net position of \$233,000. For fiscal year 2014 the Street & Sanitation have been moved to the General Fund and also an increase in water and sewer rates had been voted on by the Board. They will be reflected in the next audit.

The last few pages of the audit shows the history of the last 10 tax levy years, the tax rates and what was extended to the Village.

Trustee Kriese questioned if the change in the Enterprise Fund of \$233,000 was due to the Village's water bills being lower. Treasurer Hensley stated that with the \$233,000 decrease; \$172,000 is depreciation and many Boards do not budget for depreciation and the auditor suggested that we don't so there is only about \$50,000.

Trustee Daley motioned to approve the Presentation and a Motion to Approve the Annual Financial Report Fiscal Year Ending April 30th, 2013; seconded by Trustee Barrett.

Roll Call:

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

Absent: Trustee Derenoski

Motion carried.

A Motion to Approve the Annual Treasurers Report Fiscal Year Ending April 30th, 2013

Trustee Daley motioned to Approve the Annual Treasurer's Report Fiscal Year Ending April 30th, 2013; seconded by Duberstein.

Roll Call:

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

Absent: Trustee Derenoski

Motion carried.

A Resolution Supporting the Retrofit of Existing DOT-111 Rail Tank Cars that Transport Packing Groups 1 & 11 Hazmat before the Pipelines & Hazardous Materials Safety Administration in Docket No. PHMSA-2012-0082 (HM-251)

Trustee Duberstein motioned to Approve a Resolution Supporting the Retrofit of Existing DOT-111 Rail Tank Cars that Transport Packing Groups 1 & 11 Hazmat before the Pipelines & Hazardous Materials Safety Administration in Docket No. PHMSA-2012-0082 (HM-251); seconded by Trustee Daley.

Roll Call:

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

Absent: Trustee Derenoski

Motion carried.

Resolution: #R13-10-74

An Ordinance Amending the Village Code 3.04.020 Establishing Guidelines Regarding Authorization for Expenditures

Trustee Barrett motioned to approve an Ordinance Amending the Village Code 3.04.020 Establishing Guidelines Regarding Authorization for Expenditures; seconded by Trustee Duberstein.

Roll Call:

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

Absent: Trustee Derenoski

Motion carried.

Ordinance #13-10-177

Trustee Duberstein motioned to adjourn the October 8th, 2013 Regular Board Meeting; seconded by Trustee Walkington.

All in favor say aye, motion carried.

The October 8th, 2013 Regular Board Meeting adjourned at 7:46 p.m.

Respectfully submitted,

Roseann Stark
Deputy Clerk