

March 25th, 2014 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 Kriese, Duberstein, Barrett, Daley and Walkington

Also present were: Village Clerk Kathy Metzler, Public Works Superintendent Jeff Gately and Village Attorney Jim Rock

Absent: Trustee Derenoski, Treasurer Kelly Hensley and Village Engineer Greg Gruen

Establishment of quorum

Agenda Approval

Trustee Walkington motioned to approve the agenda as presented; seconded by Trustee Daley.

Roll Call:

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

Absent: Trustees Derenoski

Motion carried.

There were no public comments.

Omnibus Vote Agenda

1. A Motion to Approve the February 25th, 2014 Regular Board Meeting Minutes
2. A Motion to Approve the February 2014 Financial Statements
3. A Motion to Approve the March 2014 Bills Payable for \$170,664.84

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

Roll Call:

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

Absent: Trustees Derenoski

Motion carried.

Reports and Communications from Mayor and other Officers:

Village Engineer

Village Engineer Greg Gruen was on vacation.

Village Attorney

Village Attorney Jim Rock reported that he prepared the ordinances on the agenda. He has also been attending meetings with Mayor Soto and some residences of Tall Oak to discuss the easement conservation along Cranberry Lake.

Trustee Daley asked if Jim Rock could discuss the changes in the ordinances. He said he would when they are presented.

Public Works Superintendent

Public Works Superintendent Jeff Gately reported that he has been working on projects for the summer. He would like to better track some different functions that will happen over the summer.

Jeff noted that the hours for February plowing was 219 hours. The Village still has salt to go through the Village one and half times if every street is salted.

Jeff clarified that the street resurfacing this year is for Cranberry Lake single family homes and will include both Cranberry Lake townhome areas.

Trustee Daley asked if Jeff had enough workers for the summer. Jeff stated he will evaluate the type of projects they'll be undertaking and who will be returning this season and their hours of availability. He also has a stack of applications.

Trustee Kriese stated that the entrance of Deer Point needs pavement repairs. Jeff stated that when the new budget starts Public Works will do another five year road program. The area Trustee Kriese talked about will be evaluated in early May. There will be various patch repairs throughout the village. Trustee Daley added that in the upcoming budget there will be an extra \$150,000 in case of additional repairs. Jeff stated that he is going through and repairing the pot holes. When the streets settle that will be a separate item to come out and do the patches.

Trustee Kriese asked how Misty Hill looks after the repaving. Jeff said it looked fantastic. Trustee Kriese asked when their road will be pitched. Jeff noted that it will be when the roads are being rebuilt. Trustee Daley added that Big Horn was done not too long ago, however, it was not done with the slope technique.

Treasurer

Treasurer Kelly Hensley was on vacation.

Village Clerk

Village Clerk Kathy Metzler read a thank you card from Dena Hein regarding the military homecoming for her son Scott, thanking the Village Staff and residents.

We have a new business opening in Hainesville on Monday, March 31st; Lakemoor Dental over in the Starbucks strip mall. Mayor Soto, Deputy Clerk Stark and I have all been working with the inspectors and Neil the owner. The final inspections are this Thursday and Neil has patients scheduled for Monday. His wife is the dentist and they also have a dental business in Lakemoor. They have six treatment rooms, a lab, a sterilized room, consultation room and a business office area. We welcome him to Hainesville.

During the identity theft presentation by the Grayslake Police Department in the summer, I realized that Grayslake has a shorter soliciting time of three months as opposed to our Village which was a year; therefore, I worked with the Mayor and Attorney Rock on the soliciting ordinance that is being presented tonight.

This Saturday, March 29th, Russo is having an Auction from 8 a.m. to 3 or 4 p.m. The police have been notified for traffic control.

Business licenses renewals were mailed out this year and so far we have 14 back, so things are going well.

Election Day was March 18th and between the four districts, we only had 296 people vote. In the past we have had between 556 and 2,463; it was a low turnout.

Mayor

Mayor Linda Soto reported that she has been scheduling meetings and following up on phone calls regarding the Tall Oak homeowners with the conservation easement. They are half way through the meetings being held. After spring break she will pick up with a few more appointments. Two residents have language barriers but they can be handled. Village Attorney Jim Rock has been at the meetings that need more in depth discussions. Overall it is going well. Some people are excited; some were initially upset but now embracing the idea. Two homeowners are still unhappy but they will be pleased when all is done.

Mayor Soto reported that last week 63 gentle reminder letters went out to single family homeowners that still had holiday decorations up. It was a rough winter and that is why the warnings were suspended but the letter stated that the weather was breaking and that this would be revisited at the end of the month. She was happy to see that almost all the holiday decorations are down. She thanked the residents for their cooperation.

It will be an interesting spring cleanup. There is a lot of debris and garbage buried in the snow. Public Works is doing their part but residents and business owners need to pitch in also. The spring cleanup for the Village is April 26th.

The Mayor will give a more extensive report on the easement meetings at the April Board Meeting.

Reports of Standing Committees

Finance – Trustee Daley stated that most will be covered in the Business section of the Board meeting.

Public Works – Trustee Walkington stated that he has been in contact with Jeff regarding projects expected to be done this summer.

Public Safety – Trustee Kriese reported that the committee reviewed the video from the Grayslake Police Department on drunk driving. This video is usually presented at the high schools. The committee decided that it is redundant and they were not sure many people would come to that workshop. They are looking into something else.

Trustee Kriese had asked Clerk Metzler to poll other clerks if their village had an EMA coordinator and what they do in their village. There were 13 responses. 25% do not have an EMA coordinator and the rest do have one designate or a liaison such as the police or fire department.

Trustee Kriese went to visit Lake County EMA and spoke with them. He gave them the 2010 wind storm scenario to see how they handled the situation. Lake County stated that they have new software coming out. It will link all the EMA's in the county together. The real time and response time will go to a master site which can be looked at as things are happening. There are maps and online forms to assess damages. He will get more information at a meeting. Trustee Kriese stated that our Village is well prepared with a plan in effect.

Trustee Duberstein asked Trustee Kriese if he can find out if the Round Lake Police Department or Round Lake High School has a copy of the drunk driving video. Mayor Soto would not recommend that Trustee Kriese fill that role instead she would contact Chief Perlini because he meets with the Round Lake Chiefs.

Wetlands and Open Spaces, Great Age Club – Trustee Duberstein reported that the cleanup is April 26 from 9:00 a.m. to 1:00 p.m. We need residents to come out and help. The young men that usually help with the cleanup will be working at the recycling site. She is looking for National Honor Society students from the two high schools to help also.

The Great Age Club meets the first Tuesday of the month, however, in April there will not be a meeting on the first Tuesday and it has not been decided if it will be the following Tuesday. More information will be on the website.

Mayor Soto did hear promptly after the newsletter went out from a resident who will join the cleanup. They are interested in cleaning the wetlands along Big Horn. The Mayor was at Grayslake Central and mentioned to the teacher who was in charge of the students who were going to shovel for the village about the cleanup. She was excited to hear about this opportunity. The Mayor forwarded her the information and she will pass it on to the students.

The Mayor added that the Electronic Recycling will take place at the Public Works building through SWALCO. A new item added is a textile recycling bin. Any fabric can be recycled. They are made into shop rags and stuffing in car seats.

Broadcast Media Manager – Trustee Derenoski was not present.

Transportation – Trustee Barrett reported that workers are working on the Rollins Road overpass. Next week, weather permitting the next section of Washington St, will be worked on and there will be detours.

There are no big projects slated for the tollway but they will be removing the Des Plaines oasis to make the Jane Addams four lanes each direction to Elgin.

Special Events – Residents Jacki Brunk, Mary Ellicson & Rich Scutellaro Mayor Linda Soto & Village Clerk Kathy Metzler

Mayor Soto reported that the Grayslake Park District did deliver prints of the park. Copies were made and given to Colonel Steve Fratt so he can plan the Civil War encampment lay out.

Business

A Motion to Approve a Joint Resolution Adopting the Capacity Management Operations and Maintenance (CMOM) Program for the Northwest Lake Facilities Planning Area (NWFPFA)

Mayor Soto explained that this is the result of the technical advisory with regard to the \$1.50 fee added to everyone's bill that is in the Northwest or Fox Lake treatment area.

Trustee Duberstein motioned to Approve a Joint Resolution Adopting the Capacity Management Operations and Maintenance (CMOM) Program for the Northwest Lake Facilities Planning Area (NWFPFA); seconded by Trustee Barrett.

Roll Call:

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

Absent: Trustees Derenoski

Motion carried.

Resolution #R14-3-76

Estimate of Revenue 2014-2015 – Discussion Only

Trustee Daley stated that items 2 through 4 are done annually. The Estimate of Revenue will be up for vote next month. It is the best guess at what will be received from various sources. The Appropriation Ordinance gives the Village the legal right to spend the money. This will be up for vote after the Public Hearing in April. The budget is a summary. Numbers 5 and 6 establish the capital projects reserve that has been talked about and put in practice a year ago. The Village is setting aside money in advance so there can be a standing budget for capital expenditures. In the ordinances, capital expenditures are described as long term and over \$5,000.

Appropriation Ordinance 2014-2015 – Discussion Only

There were no questions for items 2 through 4.

Budget 2014-2015 – Discussion Only

An Ordinance Establishing a Capital Projects Reserve Fund and Authorizing a Transfer of Funds to the Capital Projects Reserve Fund of the Village of Hainesville

Trustee Duberstein motioned to approve an Ordinance Establishing a Capital Projects Reserve Fund and Authorizing a Transfer of Funds to the Capital Projects Reserve Fund of the Village of Hainesville; seconded by Trustee Daley.

Roll Call:

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

Absent: Trustees Derenoski

Motion carried.

Ordinance #14-3-185

An Ordinance Establishing a Water and Sewer Capital Reserve Fund and Authorizing a Transfer of Funds to the Water and Sewer Capital Reserve Fund of the Village of Hainesville

Trustee Daley motioned to approve an Ordinance Establishing a Water and Sewer Capital Reserve Fund and Authorizing a Transfer of Funds to the Water and Sewer Capital Reserve Fund of the Village of Hainesville; seconded by Trustee Barrett.

Trustee Walkington asked if there should be separate funds for water and sewer. Trustee Daley stated that they have restructured some accounts based on recommendations from the auditor. They suggested putting them together and calling it the Enterprise Fund because there is revenue coming in from the water billing. Mayor Soto stated that it is separated by a code when making expenditures or a line item.

Trustee Walkington noted that if approved it can go into either the water and sewer fund. Trustee Daley stated that it is an internal decision. It can be used for either area but decided internally. Mayor Soto added that the only time a fund may be depleted or use a large portion would be an unexpected emergency. The Village does not want to go into savings and that is why these capital reserve funds are being built up. Trustee Daley stated that the TAP Funds are dedicated to water projects. It is starting with a small amount and there will be a total from this and the other reserve when the budget is approved of \$393,000. There will be a lot more money in that account when it is open for use in the following budget year.

Trustee Walkington thought they should be separate funds. He used the example of problems with well house 3. Trustee Daley stated that this fund will grow untouched through this coming year and annually 5% of revenue of that fund will be set aside for capital and this fund will keep building. The capital fund will be for pre-planned expenditures. The emergencies will be taken from savings.

Roll Call:

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

Absent: Trustees Derenoski

Motion carried.

Ordinance #14-3-186

An Ordinance Amending Chapter 5.56 of the Village Code Governing Solicitation in the Village of Hainesville

Mayor Soto explained that this is a totally new ordinance and trying to mirror what Grayslake does because it has a shorter period for the license rather than a year and less confusing for the Police Department. Village Attorney Jim Rock stated that the new ordinance requires that the applicant give more information on the application. It also requires fingerprinting of the solicitors and aligns the ordinance with the Village of Grayslake for the police department that has to enforce the ordinance.

Trustee Walkington motioned to approve an Ordinance Amending Chapter 5.56 of the Village Code Governing Solicitation in the Village of Hainesville; seconded by Trustee Kriese.

Trustee Daley suggested that when there is a major change to an ordinance there should be a summary of the changes; it would be clearer. Village Clerk Kathy Metzler stated that basically the ordinance went from one year solicitation to three months and the fee is also higher. The Village cannot do background checks but there will be fingerprinting so the higher fee will cover the cost. The Village will also need insurance information and other information from the solicitors.

Roll Call:

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

Absent: Trustees Derenoski

Motion carried.

Ordinance # 14-3-187

An Ordinance Amending Title 5 of the Village code and Creating Chapter 5.58 Governing the Licensing of Ice Cream Vendors in the Village of Hainesville

Village Attorney Jim Rock explained that the Village did not have a separate solicitation ordinance governing ice cream vendors. This is all new and similar to a Grayslake ordinance but was developed with the requirements that the Village of Hainesville.

Trustee Kriese motioned to approve an Ordinance Amending Title 5 of the Village code and Creating Chapter 5.58 Governing the Licensing of Ice Cream Vendors in the Village of Hainesville; seconded by Trustee Barrett.

Roll Call:

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

Absent: Trustees Derenoski

Motion carried.

Ordinance #14-3-188

The Regular Board Meeting recessed 7:43 p.m. to enter into Executive Session.

Trustee Daley motioned to go into executive session for the purpose of reviewing the executive session minutes, personnel and possible acquisition or sale of property; Trustee Walkington seconded the motion.

Roll Call:

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

Absent: Trustees Derenoski

Motion carried.

Trustee Barrett motioned to enter back into the Regular Board Meeting at 8:29 p.m.; seconded by Trustee Walkington.

Roll Call:

All in favor say aye, motion carried.

To Vote on once out from Executive Session:

Vote to Approve the Contract with GovHR USA for a Classification and Compensation Study for \$5,250

Trustee Daley motioned to approve the Contract with GovHR USA for a Classification and Compensation Study for \$5,250; seconded by Trustee Duberstein.

Roll Call:

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

Absent: Trustees Derenoski

Motion carried.

A Resolution Authorizing the Release of Closed Session Minutes and the Destruction of Closed Session Audio Recordings

Trustee Walkington motioned to approve a Resolution Authorizing the Release of Closed Session Minutes and the Destruction of Closed Session Audio Recordings; seconded by Trustee Barrett.

Roll Call:

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

Absent: Trustees Derenoski

Motion carried.

Resolution #R14-3-77

Trustee Walkington motioned to adjourn the March 25th, 2014 Regular Board Meeting; seconded by Trustee Daley.

All in favor say aye, motion carried.

The March 25, 2014 Regular Board Meeting adjourned at 8:30 p.m.

Respectfully submitted,

Kathy Metzler, RMC, CMC
Village Clerk