

## July 22<sup>nd</sup>, 2014 Regular Board Meeting Minutes

Meeting called to order at the Village of Hainesville Council Chambers by Mayor Linda Soto at 7:01 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, and Walkington

Also present were: Village Clerk Kathy Metzler, Treasurer Kelly Hensley, Public Works Superintendent Jeff Gately, Village Attorney Jim Rock, Village Engineer Greg Gruen and Chief Phil Perlini

Absent: Trustee Daley

### **Establishment of quorum**

#### **Agenda Approval:**

Trustee Derenoski motioned to approve the Agenda as presented; seconded by Trustee Walkington.

#### **Roll Call:**

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

**Absent:** Trustee Daley

Motion carried.

### **Recognition of Paul Rateike, Former Village Plumbing Inspector**

Mayor Soto recognized a very special resident and former employee of the Village, Paul Rateike. He was hired by Mayor Soto during her first term as the part time plumbing inspector. Paul retired from the Village over a year ago. His wife Kay was ill and passed away end of last year so acknowledgement at the village board meeting was delayed. Mayor Soto presented Paul with a token gift from the Village of Hainesville and thanked him for his years of dedicated service. Paul stated that he enjoyed working for the Village.

**There were no public comments.**

### **Omnibus Vote Agenda**

1. A Motion to Approve the June 24<sup>th</sup>, 2014 Regular Board Meeting Minutes
2. A Motion to Approve the July 2014 Bills Payable for \$103,803.07

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

Trustee Barrett asked to remove Item #2 the Bills Payable, in the Omnibus Vote Agenda due to a question.

Trustee Walkington motioned to remove item #2-July 2014 Bills Payable on the Omnibus Vote Agenda; seconded by Trustee Derenoski.

**Roll Call:**

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

**Absent:** Trustee Daley

Motion carried.

Trustee Barrett questioned the unit dollar amount for coffee for the office staff. He asked if it could be purchased more economically. Mayor Soto stated that it is more than one month's use in the purchase. It also includes \$20 a month for rental of both machines. The K-cups are purchased through Keurig every three months. Treasurer Hensley added that the Aramark purchase had a typo and the unit price was for a bag (one pot measurement) and not for an individual K-cup. Mayor Soto added that the coffee purchases go up and down depending on events that we host. Trustee Barrett stated the typo caused the concern with the dollar amount.

Trustee Barrett motioned to approve the Bills Payable as presented; seconded by Trustee Walkington.

**Roll Call:**

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

**Absent:** Trustee Daley

Motion carried.

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

**Village Engineer**

Village Engineer Greg Gruen reported that the Cranberry Lake resurfacing plans were approved by IDOT. The Village is out to bid and are due August 8<sup>th</sup> at the Village Hall. There will be unit costs for various items such asphalt, curb and gutter removal. The unit costs will be used for the work on White Tail Drive also.

Greg also stated that Washington Street (west) is 80% completed and expected to open Thursday to traffic.

Trustee Duberstein asked if there is a guarantee from the companies that do the street paving. Greg stated that typically they are warranted for a year. White Tail was serviced in 2006 or 2007. He stated that when the repairs are being done on White Tail they will be out there inspecting the base and see if there is a larger problem. His intent is to put in more asphalt than is being taken out. Mayor Soto added that it is being crowned which makes a difference.

**Village Attorney**

Village Attorney Jim Rock reported that he reviewed and revised the contract for water services and waste water services with Robinson Engineering. Also prepared the ordinance amending Chapter 10.04 regulating motor driven scooters that is under Business. He also met with Village Officials and Lake County officials regarding Lake County's proposal to install a sanitary lift station in the Village. There may be future discussions regarding the lift station.

### **Public Works Superintendent**

Public Works Superintendent Jeff Gately reported that the Emerald Ash Borer project for this year is going well. To date, 51 trees have been cut down out of the total 60; 9 were left because there were baby bird nests in those trees. They anticipate resuming the project early next week. Stump grinding will take place immediately following. Jeff called the tree service and he will have a species list by end of the week. There will be four different species.

Jeff also stated that the Lisk project started Monday. He met with residents to explain what would be happening and the residents were happy this was being done. Diemer started Monday and finished the ground work, backfill and grading. It is 80% done and Superior will be out to do the driveways the first week of August. Diemer left sprinklers on so residents would water. Jeff added that while his crew is out watering entrances they will also water this area, but he will contact residents to let them know they need to water.

Jeff added that the entrances with the new flowers look good. The contractor originally hired to do the work was terminated because of disputes regarding what their obligations were. Jeff hired Chris Bartels and they are doing a fantastic job.

Jeff stated that he worked with the Mayor to get the specs for the LED street lighting package. It is being reviewed by Village Attorney Jim Rock. They also met with Trustee Duberstein who collected the initial data. The grant needs to be in by July 30<sup>th</sup>. He has it almost completed and will submit it to the Metropolitan Mayor's Caucus. The Village could get up to 100% funding up to \$300,000.

Jeff reported that he has started looking at the snow plow contract which will go out to bid this year.

Trustee Duberstein asked if Jeff had a schedule as to when the other parkway trees will be taken down. Jeff stated that it will be happening at the same time. He will verify that the ones on Cranberry Lake Drive belong to the Village or the Association.

### **Police Chief**

Police Chief Perlini reported that he received an email from Kathy regarding issues with unwanted solicitors. If a resident is visited by a solicitor, sees one in their neighborhood or the solicitor isn't displaying a license or looks suspicious, they should call the police department either non-emergency number or 911 but not the Village. All calls will be investigated.

### **Treasurer**

Treasurer Kelly Hensley reported that the first week of July the auditors were here. Prep work was done ahead of time. Feedback on the audit should come next week.

Treasurer Kelly Hensley reported that she and Deputy Clerk Roseann Stark have been working on the utility billing. The bills went out last week and they are handling it well. Village Clerk Kathy Metzler is doing a great job handling payroll. The office has been busy and Alison Gately has been helping also. The Mayor is also assisting in phone calls.

## **Village Clerk**

Village Clerk Kathy Metzler reported that since the Utility Clerk resigned everyone has pitched in. Kathy has been busy with inquiries regarding new businesses in town. She has also sent out three bid packages for the Cranberry Lake resurfacing.

## **Mayor**

Mayor Linda Soto stated that she met with the LCDOT, Lake County Public Works, Village Attorney Jim Rock, Village Engineer Greg Gruen and Village Planner Al Maiden. There is a need to move the Lake County Sanitary Lift Station because of the Washington Street road work. Hainesville has property on the other side of Washington that is owned by Lake County. It is where the bike path comes up and horseshoes off of Washington. The proposed site is to put it down there close to Washington Street. The meeting was to go over the over preliminary plans. It is a special use so they will need a Public Hearing. They discussed design and concerns. The County assured that they do landscape their sanitary lift station sites. The Mayor would like to see that property in its entirety maintained better. They will meet again after various objects are explored.

The Mayor noted that after the Utility Clerk resigned she met with the staff regarding getting through the billing cycle the next few months. The Mayor wants to analyze and look at the best way to proceed even exploring outsourcing billing. The staff has done an outstanding job. She thanked Kelly, Kathy, Roseann and Alison for their assistance. The e-pay system went down for a few days when the bills were due. Kelly put together figures for doing billing in-house which will be analyzed.

The Mayor stated that on July 15, 16 and 17<sup>th</sup>, Grayslake Park District brought over four different design layouts for the renovation of Antler Park. They were on display at the Village Hall and residents came in to view and vote on a layout along with comments. Jeff Nehila came in and picked up the ballots. The Grayslake Park District Board will make the final recommendation on how to proceed. They will go out to bid and it will be awarded in August and construction will take place in the fall.

The Mayor attended a Route 53/120 land use committee meeting. There was a round table discussion following the meeting to talk about how to proceed. The Mayor feels they need to focus on the financing options.

## **Reports of Standing Committees**

**Finance** – Trustee Daley was not in attendance.

**Public Works** – Trustee Walkington reported that there was preventive maintenance on the roof of the Public Works building last week and they will meet to take care of other things.

**Public Safety** – Trustee Kriese reported that there was no meeting tonight due to lack of quorum. There is an ordinance on the agenda regarding motor driven scooters.

**Wetlands and Open Spaces, Great Age** – Trustee Duberstein reported that the Wetland Committee will meet next month. The Great Age Club had a summer picnic. Last week they went to Bill's North for lunch and then to Young Frankenstein, the summer musical at CLC.

BEST has raised the amount they will give for grants to individuals who have projects or organizations of value to the community or youth from \$500 to \$1,000. Go to the BEST website, [rlabest.net](http://rlabest.net) for more information and an application

**Broadcast Media Manager** – Trustee Derenoski reported that the last meeting was uploaded the same night it took place; and there were 20 views for that meeting.

**Transportation** – Trustee Barrett reported that CN railroad announced that on August 3<sup>rd</sup> Route 120 and Route 83 will be closed for 10 days. The first cut through the underpass on Rollins Road has been completed.

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

The Mayor met with Colonel Steve Fratt and two other gentlemen from the Union Civil War group. They put together a list of what will be provided and what the Village will need access to. It is all coming together. There has been \$5,600 in sponsorship donations and waiting for a few others.

## **Business**

### **A Resolution to Accept Planning Staff Assistance Services Delivered by the Chicago Metropolitan Agency for Planning**

The Mayor noted that CMAP touches on everything the Village wants help on in Lake County such as transportation, mass transits, planning for housing and business so the Village does not lose control. Village Planner Al Maiden was at the meeting and explained that the Village will have the final word. It is recommended that this resolution be adopted to be part of this effort.

Trustee Derenoski motioned to approve a Resolution to Accept Planning Staff Assistance Services Delivered by the Chicago Metropolitan Agency for Planning; seconded by Trustee Duberstein.

#### **Roll Call:**

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

**Absent:** Trustee Daley

Motion carried.

Resolution #R14-7-79

### **Contract for Water Treatment Plant & Wastewater Lift Station Operational Assistance for \$33,480 Annually with Robinson Engineering, Ltd. – Term 3 years**

Mayor Soto stated that at the end of 2013 the Village's water operation team left Manhard Consulting and joined Robinson. There was a transfer of the agreement which has now expired.

Trustee Walkington motioned to approve the Contract for Water Treatment Plan & Wastewater Lift Station Operational Assistance for \$33,480 Annually with Robinson Engineering, Ltd. – Term 3 years; seconded by Trustee Barrett.

Village Clerk Kathy Metzler asked if the motion should read that the contract price is for the first year only and will increase. Village Attorney Jim Rock stated that the amount on the Agenda is the first year amount; the second and third years are subject to an increase based on the CPI for those two year. The Village Clerk put that wording in for the record.

Trustee Kriese stated that under the water system there is no preventive maintenance just maintenance and operations. He asked who does the safety inspection. Jeff stated that Robinson does those checks. Trustee Kriese would like the language more specific. Village Attorney pointed out that under Maintenance it states REL will provide preventive maintenance. Jeff stated that Robinson will let him know what has to happen as far as preventive maintenance; the Village supplies the part and Robinson the labor. Trustee Kriese asked if the checks are taking place now. Jeff stated that they should be doing the checks and there is a log book. Robinson goes in daily. It was decided that Trustee Kriese will talk to Jeff regarding scheduled preventive maintenance. Jim Rock suggested that if there is a specific item not listed and needs to be specified it should be addressed here. The Mayor added that she feels it is addressed in a general sense. Specifics should be given in a report; either monthly or quarterly. Trustee Kriese stated that preventive maintenance is listed under waste water but not under water system. Jim does not see a problem adding that to the list under water system contract operation and maintenance; item A on page one.

Village Attorney Jim Rock recommended two changes to the agreement; one is to add the words “preventive maintenance program” as a bullet under item A on page one; the other is the top of page two to change the word “and” to “at” before well house 1.

Trustee Walkington motioned to approve the Contract for Water Treatment Plan & Wastewater Lift Station Operational Assistance for \$33,480 Annually with Robinson Engineering, Ltd. – Term 3 years as amended; seconded by Trustee Barrett.

**Roll Call:**

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

**Absent:** Trustee Daley

Motion carried.

**An Ordinance Amending Chapter 10.04 of the Village Code and Regulating Motor Driven Scooters in the Village of Hainesville**

The Mayor stated that this has been a hot topic in our Village. There have been various types of electric scooters capable of going very fast going down Village streets.

Trustee Derenoski motioned to approve an Ordinance Amending Chapter 10.04 of the Village Code and Regulating Motor Driven Scooters in the Village of Hainesville; seconded by Trustee Walkington.

Trustee Derenoski would like to add under exemptions toddler, or children under the age of 6, hot wheel or trucks. So parents can take their children in their car on the sidewalk with adult supervision. The Mayor spoke with the Chief and Attorney regarding the concerns. Village Attorney Jim Rock reminded everyone that the age is subject to discussion and approval. He stated that under exemption #4 “motorized amusement vehicles designed for children ages 8 and under, when ridden on the sidewalk by children ages 8 and under who are accompanied by a parent or guardian”. Discussion took place.

The Chief added that this is to keep little kids off the street and keep the children safe.

Jim Rock stated that the label on a motorized scooter may have an age group they are designed for. If this becomes an issue, Jim stated the exemption can be changed.

**Roll Call:**

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

**Absent:** Trustee Daley

Motion carried.

Ordinance # 14-7-191

Trustee Duberstein reminded everyone that wheeled vehicles are not allowed on the Cranberry Lake wood chip path.

Trustee Kriese motioned to adjourn the July 22<sup>nd</sup>, 2014 Regular Board Meeting; seconded by Trustee Derenoski.

All in favor say aye, motion carried.

**The July 22<sup>nd</sup>, 2014 Regular Board Meeting adjourned at 7:56 p.m.**

Respectfully submitted,

Kathy Metzler, RMC, CMC  
Village Clerk