

## July 25<sup>th</sup>, 2023 Regular Board Meeting Minutes

Meeting called to order at the Village of Hainesville Council Chambers by Mayor Gerry Daley at 6:30 p.m.

Village Clerk Christina Reiser took roll call. The following Officials were present: Mayor Gerry Daley, Trustees Richmond, Chynoweth, Kriese, Koval, Duberstein and Williams

Also present were: Village Clerk Christina Reiser

### Establishment of quorum

#### Agenda Approval:

Trustee Kriese moved, seconded by Trustee Duberstein to approve the agenda. **Roll call vote:** Ayes: Trustees Richmond, Chynoweth, Kriese, Koval, Duberstein and Williams -6 Motion carried.

#### Public comments:

George Duberstein shared with the Board a status update on the Civil War Event. He shared that donation letters have been emailed to Christina to be mailed out. Also shared that there will be someone leading instructional drills for the spectators to get involved in. He also wanted to inform the board of the increase in attempts in email scams, just wanting everyone to be informed.

#### Consent Agenda

1. Approval of the June 27<sup>th</sup>, 2023 Regular Board Meeting Minutes
2. Approval of the July 25<sup>th</sup>, 2023 Bills Payable for \$271,201.45
3. Approval of the June 2023 Financial Statements

Trustee Koval moved, seconded by Trustee Kriese to approve the Consent Agenda.

**Roll call vote:** Ayes: Trustees Richmond, Chynoweth, Kriese, Koval, Duberstein and Williams - 6 Motion carried.

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

##### Finance

Trustee Koval shared an update from Treasurer Kelly Hensley. She has submitted the renewal for the Village insurance, the trustees' old tablets are being cleared out and prepared for disposal, ordinance for that will be at the next meeting. All staff and Trustees have completed their Security Awareness Training for the year. The audit is well underway, requested items have been submitted, with some additional testing and questions to come over the next few weeks. Still in process of reviewing the phone line to switch from POTS lines to SIP lines. The quarterly report for the 2023 road work grant has been submitted. Mayor Daley also shared some obstacles they are having with our current auditors. They are attempting to raise costs above and beyond our contracted agreement. They are working to settle the issue to get through this year's audit. This is the third and final year of our contract with them.

##### Public Works

Trustee Kriese met with Robinson Engineering to discuss a possible Emergency Operations Plan. They are going to work to see what can be developed for the Well Houses as well as the Lift Stations. He also met with Tim in Public Works regarding a blown fuse at the Well 3

generator. The preventative maintenance has been done, but with the generator being almost 25 years old, we may look to budget for a replacement next year. Trustees Kriese and Chynoweth met with Tim to discuss the Public Works special events area to see if there was any work that could begin now and look into placement for lighting and a walking path. Mayor Daley suggested they send their drawings to the Board so they can see the preliminary plan.

### **Special Events**

Trustee Chynoweth stated that so far, we are set for the August 26<sup>th</sup> Party in the Park. We are needing some information from a few vendors, but other than that, most items have been secured.

### **Great Age Club**

Trustee Duberstein shared that they had their annual July picnic at Nippersink Forest Preserve with great weather and a great turnout. Their August meeting will be a movie, and at the September 7<sup>th</sup> meeting, Sgt. Matt Gore will be doing a presentation on scams, this meeting will be open to everyone.

### **SWALCO**

Trustee Duberstein recapped a few of the recent events. The Shredding and Recycling Event was a huge success with 6,691 pounds of materials being shredded or donated. She is looking into some other events that are offered. The Village Wide Garage sale had about 40 participants and about half of them donated to the Salvation Army. She received some feedback that residents felt they preferred the end of July for the event to be held in the future.

### **Clerk**

Clerk Reiser opened a discussion regarding the new electronic sign. The trustees shared their thoughts on the graphics, images, timing and set up of the sign. We will be reviewing the current ordinance for some changes that may be needed for all electronic signs.

### **Mayor**

The Mayor's report is in the packet. Mayor Daley gave an update on the Village Hall parking lot paving, it has been delayed as Robinson engineering is overbooked and understaffed. He reminded the Board that the bid opening for the new Well contractor is July 31<sup>st</sup>, 2023. He informed the Board the one of the air conditioning units is short cycling, we are looking at a repair on that.

### **Business**

#### **A Resolution to Appoint an Alternate Delegate for SWALCO – Georgeann Duberstein**

Mayor Daley requested a motion to table A Resolution to Appoint an Alternate Delegate for SWALCO to the August 22<sup>nd</sup>, 2023 meeting. Trustee Koval moved, seconded by Trustee Chynoweth **Roll call vote:** Ayes: Trustees Richmond, Chynoweth, Kriese, Koval, Duberstein and Williams -6 Motion carried.

#### **An Ordinance Amending Section 17.05.050 Of The Village Of Hainesville Code Of Ordinances Governing Residential Fence Heights.**

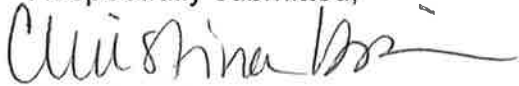
Mayor Daley requested a motion to table An Ordinance Amending Section 17.05.050 Of The Village Of Hainesville Code Of Ordinances Governing Residential Fence Heights be tabled until the August 22<sup>nd</sup>, 2023 meeting. Trustee Koval moved, seconded by Trustee Kriese **Roll call**

**vote:** Ayes: Trustees Richmond, Chynoweth, Kriese, Koval, Duberstein and Williams -6 Motion carried.

Trustee Koval moved, seconded by Trustee Kriese to adjourn the July 25<sup>th</sup>, 2023 All in favor; motion carried.

The July 25<sup>th</sup>, 2023 Regular Board Meeting adjourned at 7:16 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Christina Reiser".

Christina Reiser  
Village Clerk

July 19<sup>th</sup> , 2023

To: Mayor Daley and Board of Trustees  
From: Tim Seiler, Public Works Superintendent

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Listed below are items the Public Works Department is working on and/or completed since the last report:

In July,

Starting with trees, a storm took down 1/3 of an extra large tree behind 17 and 23 N Brittany. The portion of tree that fell was uprooted by the wind. While we were back there, we trimmed up the rest of that tree and cleared growth along the back of the houses so it does not encroach upon their property.

Because of the rainy weather, the crew has been working on storm drain cleaning and clearing, as well as road sink hole repairs. The repairs have been started at 169 Tall Oak, 101 Holiday Lane, 2 areas on Cranberry Lake Dr., and one at 154 Clover. For now, they have been backfilled with sand and stone until we have enough area that it makes sense to order concrete for the curb and hot asphalt for the road.

On 7/15/23 Round Lake Park had their event. The crew made multiple trips out to all our main roads to ensure they were kept litter free and mowed nicely for all their guests that drove through to see what a nice town we have.

The back area of PW has been cleaned up, with all our waste dirt and wood removed from near the well head.

We have ordered and received our GIS Location device. We can now accurately find utilities and mark new ones within 2 square feet. This helps a lot when it comes to locating b-boxes on resident's water supply lines. While on the subject, I have been working with Sean from Robinson to add tracking data to our parkway trees layers with color coordination. All existing trees are green, and any new ones are color coded by install year. Now we have a visual way to easily know what trees got installed each year. A removal layer has also been updated with the same color coordination. Wetland trees also have their own symbol now so we can track which ones we need to keep an eye on, as well as which ones we removed.

Lastly RH Witt has installed new heaters and dehumidifiers at both Well 1 and 3. The crew has also started our portion of the well house updates. We started with pressure washing and giving the insides an initial cleaning. I have been getting together supplies to do some of our updates on rainy days.

If you have any questions or concerns, please feel free to contact me.

Best Regards,  
Tim Seiler

## Mayor's report for July 25, 2023

- 1) Village road work is scheduled to be completed by July 21.
- 2) It appears that the majority of the Hainesville section of Hwy 120 paving project is complete with the exception of painting the lines.
- 3) The dog attack mentioned in my last report has been turned over to the Lake County State's attorney.
- 4) The new Village Hall outdoor digital sign is being installed today (July 19). The brickwork will be added next week.
- 5) Bids for Well #4 are scheduled to be opened on Monday, July 31<sup>st</sup>.
- 6) I'm dealing with a number of ordinance violation reports and I thought I'd remind you of the process we follow for the complaints. A) Once we get a report, I go and take a picture of it. B) We send a "Notice of Violation" letter to the resident. It contains the ordinance, the picture, and a statement that, in order to avoid a citation, the violation must be rectified by a given date (usually 7-10 days). C) Once that time period is up, I return to the address to verify that they have remedied the issue. D) If remedied, case closed. E) If not remedied, a citation is issued and a new date is given for correction.
- 7) Tim and Adam are working with me on a self-evaluation of their leadership skills. I have provided them with material that requires a written response and additional material for them to think about. Also, as part of this process, I am speaking with each of the PW crew and asking them two questions. 1) What can the Village do to make your job better? and 2) What advice would you give to Tim or Adam to help them become a better leader? I will use Tim and Adam's answers, and the crew input, to help them learn how to be a better leader.
- 8) The PW crew will soon be shrinking. Two will be headed back to school in a couple weeks and one has left on an extended vacation. We still have a number of budgeted hours left, so if you know of anyone interested, have them contact Tim.