

February 25th, 2014 Regular Board Meeting Minutes

Meeting called to order at the Village of Hainesville Council Chambers by Mayor Linda Soto at 7:04 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, Daley and Walkington

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

Absent: Trustee Barrett

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, Daley and Walkington

Absent: Trustee Barrett

Motion carried.

Guest Speakers – Robinson Engineering Providing Waste and Water Services Overview

Terry Grom thanked everyone. He stated that as of January 1st the waste and water operation staff moved from Manhard Consulting to Robinson Engineering. It was a mutual agreement between the staff and Manhard. In fact Pete Manhard has been very cooperative in the transition. Terry stated that they looked at 3 or 4 different companies but Robinson stood out because they deal with municipal government. They are located in McHenry off of Route 120.

Terry Grom introduced Steve Zehner and Bill Cusan, regional managers at Robinson. Robinson has been working with Hainesville for two months now and it is the same service and quality. Steve Zehner briefly described Robinson Engineering.

Mayor Soto stated for the record that here has not been a hiccup; it was a smooth transition. She extended a warm welcome and appreciation for their attendance at tonight's board meeting. Trustee Duberstein asked if the McHenry location is new. Steve Zehner stated that it is a new location.

Public comments:

There was no public discussion.

Omnibus Vote Agenda

1. A Motion to Approve the January 28th, 2014 Regular Board Meeting Minutes
2. A Motion to Approve the February 13th, 2014 Special Board Meeting Minutes
3. A Motion to Approve the January 2014 Financial Statements
4. A Motion to Approve the February 2014 Bills Payable for \$181,288.07

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

Roll Call:

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

Absent: Trustee Barrett

Motion carried.

Reports and Communications from Mayor and other Officers:

Village Engineer

Mayor Soto stated for the record that while the water and wastewater operation has moved to Robinson Engineering the Village Engineer is still Manhard Consulting.

Village Engineer Greg Gruen reported that the issue with Cranberry Lake North's retention pond not draining might be related to the Washington Street work. He has contacted Lake County Division of Transportation but with the weather they cannot ascertain what is causing the problem but are aware of the problem. After the snow clears they will make an inspection to see if there is anything they can do.

The Cranberry Lake resurfacing was awarded approximately an \$80,000 grant. It is based on the actual funds Lake County gets from the federal government. Greg stated they would like the grant finalized by June 1st. He plans on starting the engineering for the actual construction documents to complete the resurfacing of the Cranberry Lake townhomes.

Greg also noted that Lake County Department of Transportation's Phase 2 and Phase 3 for Washington Street from Hainesville Road to Lake Street, including the underpass is scheduled to start 2015 with bids due in 2014. These two phases will be done together next year.

The \$1.50 surcharge for the Lake County Wholesale Sewer should be added to everyone's residential bill that resides in the Northwest Sewer District.

Trustee Duberstein asked if the resurfacing of Cranberry Lake includes Cranberry Lake North. Greg stated that Cranberry Lake North is included along with Holiday Lane

Trustee Kriese asked if Rollins Road will be done before Washington Street is started. Greg stated that it will be duck tailed with each other but will get a firmer schedule for next time. Mayor Soto added that one will not be done before the other.

Village Attorney

Village Attorney Jim Rock reported that the intergovernmental agreement with Lake County for Inspection and Plan Review services was completed. He also worked with Mayor Soto to draft correspondence with the Tall Oak residents to invite them to meet to discuss bringing the conservation easement into compliance with the Army Corp. of Engineer standards.

Public Works Superintendent

Public Works Superintendent Jeff Gately reported that from December through January he has spent 705 hours plowing through the plow service. Jeff and his seasonal help have spent about 275 hours doing senior driveways, sidewalks, Village Hall, utilities, water tower, etc.

Jeff also stated that the Village has about 40 tons of salt left. This will get the Village through the rest of the season as long it is restricted. If there is a dire emergency the Village can get more, but the cost is \$250 a ton where the Village is currently paying \$57 a ton. Jeff felt that the Village will be good through the third week of March.

Jeff also noted that he has been keeping an eye on the roads. There are a lot of pot holes and he has filled some in already. There is some extra in the budget for repairs. Trustee Daley added that the Finance Committee just approved the budget which has a reserve account an additional \$150,000 in streets in case of winter damage. Jeff feels he can make that assessment by the end of May.

Jeff spoke with Peter Adrian of SWALCO and has confirmed that the next electronic recycling event will be at the Public Works Building on April 26th from 9:00 a.m. to 1:00 p.m. In addition to electronics they will take textiles; clothes, sheets and towels that cannot be donated can be recycled. It will be on the website.

Jeff also reported that six street lights are in need of repair. He spoke with Eric Christensen of Chris Electric who stated that the fixtures are at the end of their useful life. The Village needs to get the lights replaced. Jeff stated there is some money in the budget but he is not sure if all or half can be replaced. He hopes something can be done this coming year. Trustee Daley stated that \$115,000 is in the budget to be proposed in March for replacing all Village streetlights. Mayor Soto added that the Village will need to go out to bid. Treasurer Hensley explained that by the time the Village goes out to bid and the weather is better it will be the new fiscal year. Trustee Daley may consider going out to bid soon on the heads. Trustee Walkington thought there were two payments of \$75,000 to move the force main on Washington. Kelly stated that the total project will be paid out in the next budget year. It was in the budget for this year but the project was delayed. Mayor Soto asked that this issue be followed up another day as we don't have the information tonight to make any firm decision. Jeff stated that to replace one head now is \$350.

Jeff Gately reported that he put together the Request For Proposal (RFP) for the water and wastewater contract services because the Village discussed getting RFP's since the contract was expiring this Spring. Mayor Soto and Jeff will proof it and then have Jim Rock look at it. The current contract with Robinson ends at the end of April. There will also be an RFP for the snow plowing. It has to be decided if it will be a 3 or 5 year contract.

Jeff stressed that he is thankful for the Public Works Building with the extreme cold. The vehicles have been able to be kept warm. The salt is not freezing in the back of the trucks and less breakdowns. It is being used to its full potential.

Mayor Soto explained that the lights that were replaced for \$350 are not guaranteed to last. Jeff agreed. Getting new lights would last 10 years. Trustee Daley asked if they should be replaced from the pole base wire up. Jeff stated that from the base to top is fine. It is the

inside portion that is failing. There won't be as much heat on the new ones because they are LED and they use less electricity so the cost should drop.

Village Engineer Greg Gruen left the Council Chambers at 7:32 p.m.

Police Chief

Chief Perlini went over the annual Police Report. The Chief also presented the new automated vehicle locators on the squad cars. This provides the ability to see where the squad cars are on a map. It has taken about a year to get this set up and operational. In regards to activity the department is moving from a call type basis to a time type reporting. The Chief explained this further. This program allows him to see where a squad car is and how long they are there. Next year the Police Report will be a collection of hours and activities instead of a stack of numbers. The Chief demonstrated the system. The Chief added that this will show the police protection for the community and looks forward to doing more presentations.

Mayor Soto stated that when construction starts on Washington a substation (now a police office at our village hall) will become a necessity. The Mayor also stated that she and the staff enjoy the officers coming in to utilize the office.

Glenview's dispatch center also has the view of the squad cars so the closest car can be dispatched. The Chief stated that more importantly the supervisors have the view also.

Trustee Walkington stated that in the end the department can actually state how many hours and miles the police are spending in Hainesville. The Chief stated that he can break it down in miles but can definitely report how many hours are being spent.

Mayor Soto congratulated Jim Rock on the birth of his granddaughter on Valentine's Day. There was a break for cake in recognition of this event.

Treasurer

Treasurer Kelly Hensley reported that she has been working hard on the budget with Trustee Daley. Also Kelly is training the Utility Clerk on entering invoices.

Village Clerk

Village Clerk Kathy Metzler reported that she will be starting on business license renewals.

Mayor

Mayor Linda Soto reported that because of the weather there continues to be a big demand on the staff. She is proud of Public Works and the contractor.

The Mayor is serving on a steering committee for the creation of a Round Lake Area Historical Society. On Sunday there was a kickoff party at the Round Lake Area Library titled, Shaking Hands with History. A lot of the history starts with Hainesville, the oldest Incorporated Village. The Mayor passed out the favor given at the event; a cookie baked by the Mayor from a recipe dating back to the mid 1800's. The response to the presentation was encouraging. There were 45 people in attendance. Resident Mary Ellicson came to the last historical society meeting and will serve as the Mayor's alternate. Mary will also be meeting with the Chair of the Grayslake Historical Society. Hainesville is strongly tied to both areas. Elijah

Haines wrote the first township laws and most are still in effect. The Village possesses little documentation on its history. It is important information and should be sought and preserved.

The Mayor will be meeting one on one with the Tall Oak residents who have a “conservancy easement” on their lot. She already has four appointments set.

Reports of Standing Committees

Finance – Trustee Daley reported that the Finance Committee met and looked at a framework for the budget and agreed upon the dollar amounts that would go into the various accounts. If all goes according to plan, Treasurer Hensley will have the paperwork at the March meeting for presentation of the budget. There were some reduction in requests but because of the \$2 million in savings, some money will be taken out of there to finance projects, the capital fund and complete the budget. The \$2 million savings will go down to approximately \$1.25 million. That can go up and down. Very little was cut from the budget. There is also roughly \$90,000 in the budget for a third of the debt of the Public Works Building after another year’s payment is made that can be potentially used. The whole debt is due in 2016. The street lighting will be in the budget as well as the assisted hearing equipment. It is a solid budget.

Mayor Soto thanked everyone for their time. Trustee Daley thanked Treasurer Hensley for the good job.

Public Works – Trustee Walkington commended Jeff Gately and Dave Schultz for the snow plowing.

Public Safety – Trustee Kriese reported that at the Public Safety Meeting they looked over the annual Police Report; however it was confusing so they decided to wait and see the new program. The new program looks great.

Trustee Kriese spoke with the Mayor about preparedness in the event of a disaster. He spoke with the Grayslake Fire Chief Christian, who stated that the Village’s emergency plan looks good and the Village is doing what they should be doing. There will need to be periodic exercises.

Trustee Kriese questioned whether the railroad crossing have GPS so they know which crossings are down. There is nothing available.

Wetlands and Open Spaces – Trustee Duberstein reported that a Community Clean Up will be set up on April 26th also.

The next Great Age Club is the first Tuesday in March. There will be a movie with free popcorn.

Trustee Duberstein is an election judge and she wanted to remind everyone that there is an election on March 18th. The Village Hall is a polling place. There will be a referendum for the residents in the Round Lake School District. There is more information on their website.

Village Clerk Kathy Metzler added that when the newsletter went out she was not aware that early voting would take place at the Round Lake Village Hall on Cedar Lake Road not Avon Township. This is only for this election. They are not sure about the next election.

Broadcast Media Manager – Trustee Derenoski reported that it was a slow month with the YouTube videos. Someone in Morocco viewed one of the videos. Also there has been 1, 172 views since 2010.

Trustee Derenoski left the Council Chambers at 8:25 p.m.

Transportation – Trustee Barrett was not in attendance.

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

Mayor Soto stated that whenever they try to meet the weather was bad. There has been communication and exchange of ideas and research by email. They are planning on meeting March 4th at 6:00 p.m.

The Mayor stated that they are planning on having a Hainesville Heritage Fest. She met with Colonel Steve Fratt, former resident and history professor and Civil War re-enactor. He will coordinate an 1864 Civil War encampment and a small scrimmage. There will be a Civil War Surgical Unit that will also be on site as well as some settlers and their wares. It is still in the planning stages but there will also possibly be a musical event in the evening. Food vendors are still yet to come. This is the 150th anniversary of the Civil War. The Round Lake Area Historical Society will provide the Village with their cemetery walk at the East Fox Lake Cemetery, where the majority of the early settlers of this area are buried.

Business

A Motion to Approve an Ordinance for an Intergovernmental Agreement for Building Inspection and Plan Review Services Between the Village of Hainesville and the County of Lake, Illinois

Trustee Kriese motioned to Approve an Ordinance for an Intergovernmental Agreement for Building Inspection and Plan Review Services Between the Village of Hainesville and the County of Lake, Illinois; seconded by Trustee Daley.

Trustee Duberstein asked if email could be added as a way of communicating in addition to regular mail. Mayor Soto stated that email is being used for communication. Treasurer Hensley clarified that when an agreement is done with another party the ordinance states that a mailing must be made if services are no longer needed. The address is not intended for everyday operations.

Roll Call:

Ayes: Trustees Kriese, Duberstein, Daley and Walkington

Absent: Trustees Barrett and Derenoski

Motion carried.

Ordinance # 14-2-184

A Motion to Approve an Intergovernmental Agreement Revising & Establishing the CenCom E9-1-1 Public Safety Communications Center & Operations Board of Directors & Operating Procedures for the Enhanced 9-1-1 Emergency Telephone System

Trustee Daley motioned to Approve an Intergovernmental Agreement Revising & Establishing the CenCom E9-1-1 Public Safety Communications Center & Operations Board of Directors & Operating Procedures for the Enhanced 9-1-1 Emergency Telephone System; seconded by Trustee Walkington.

Trustee Duberstein asked what was different in this agreement as compared to the other agreement. Mayor Soto stated that the difference is there is a new customer. Every time a new customer comes on a new agreement has to be adopted by members. She added that nothing has changed financially or operationally it is just a new member who will pay into it.

Roll Call:

Ayes: Trustees Kriese, Duberstein, Daley and Walkington

Absent: Trustees Barrett and Derenoski

Motion carried.

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

All in favor say aye, motion carried.

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

Respectfully submitted,

Kathy Metzler, RMC, CMC
Village Clerk