

**Village of Germantown Hills
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Germantown Hills, IL 61548
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Village Board Meeting Minutes

March 27, 2014 - 6:00 p.m.

1. Call to Order/Roll Call/Pledge of Allegiance

Village President Jeff DeGroot called the meeting to order at 6:00 p.m. and roll call was taken.

Everyone stood and said the Pledge of Allegiance.

Village President/Trustees	Roll Call	1	2	3	4	5	6	7	8	9	10	11	12	13	14-15
Jeff DeGroot – President	Present														
John Ford	Present	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y			
Brian Wysocki	Present	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y			
Jim O’Laughlin	Present	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y			
Marty Clinch	Absent	-	-	-	-	-	-	-	-	-	-	-			
Todd Rice	Present	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y			
Julia Miller	Absent	-	-	-	-	-	-	-	-	-	-	-			

Also Present:

Rich Brecklin, Superintendent of Public Works

Chuck Urban, Village Attorney

Bill Streeter, Village Attorney

2. Minutes Approval

a. February 27, 2013 Village Board Meeting Minutes

A motion was made by John Ford to approve the February 27, 2014 village board meeting minutes. The motion was seconded by Todd Rice. **Motion passed #1.**

3. Public Comments on Any Action Item on the Agenda

Shane Mitchell was in attendance to discuss the Michael’s 5k Run for Life event they are planning at Germantown Crossing on July 25th. He stated Michael couldn’t be here because he is in Nebraska having surgery but is making progress. At the park meeting sponsors were briefly discussed and the possibility of the Village helping in some way was mentioned. He

noted because of the boost to the economy they were hoping to partner with the village since this could be the start of something big for the community.

Jeff DeGroot noted this is going to be a community building opportunity and we want to help as much as we can. John Ford noted it was discussed the possibility of a cash contribution but now feels the village should contribute in other ways.

The Clerk noted the Peoria Area Convention and Visitors Bureau are going to publicize the event once we have all of the details. There is already a lot of talk from people on how they can get involved to help. Shane noted the Germantown Crossing parking lot owners have given permission for the use of the shopping center parking lot. Bill Streeter stated it would be better for the village to make their contribution as a part of the economic development for the village in other ways than a cash donation. John Ford mentioned checking to see if the school could allow a bus to help shuttle people due to the limited parking.

4. **Public Comments on Any Non-Action items**

None

5. **Current Agenda Items**

a. **Discussion and Approval of the Ordinance Amending the Germantown Hills Village Code, Village of Germantown Hills, Illinois Regarding Municipal Waste Disposal Area Screens**

Bill Streeter explained the changes to the ordinance. The board agreed to have the compliance date of September 1, 2014. The Clerk will send a notice to all of the businesses.

- b. **A motion** was made by Jim O'Laughlin to approve Ordinance #730 An Ordinance Amending the Germantown Hills Village Code, Village of Germantown Hills, Illinois Regarding Municipal Waste Disposal Area Screens. The motion was seconded by John Ford. **Motion passed #2.**

c. **Approval of Appointment to the Economic Development Council**

Dr. Tim Kaufman has resigned from the Economic Development Council. Jeff DeGroot made the appointment of Eric McAllister to the Economic Development Council as a representative of the school board.

A motion was made by Jim O'Laughlin to approve the appointment of Eric McAllister to the Economic Development Council to fill the vacancy left by Dr. Tim Kaufman. The motion was seconded by John Ford. **Motion passed #3.**

d. **Discussion and Approval regarding amending the Village Code regarding modification of liquor license classifications, including special use permit (Class E) licenses**

Bill Streeter identified the changes he made to the Class E liquor license based on the Park Committee's recommendation. The board discussed the fee for the Class E license which the board could choose to waive the fee if they would want. Shane

explained some of the items they are working on and will need to address the noise and security issues. Some of these issues will be identified in the security plan which the Liquor Commissioner will need to approve.

A motion was made by John Ford to approve Ordinance #731 an Ordinance amending the Germantown Hills village code, Village of Germantown Hills, Illinois Regarding Class “E” Liquor Licenses. The motion was seconded by Jim O’Laughlin. **Motion passed #4.**

e. WWTP No. 1 Payment Request #1

Scott DeSplinter noted the contractor would like to get going in three weeks on the sewer improvements. Rich Brecklin noted it will depend on weather and how fast the ground dries up so the weight limits can be lifted. Scott DeSplinter will let the contractor know there are presently weight limits. Scott reported there will be two change orders coming up with switching out the lights and for the sound enclosure to help with the noise from the blowers. Scott indicated the village will not make this payment to the contractor until the loan disbursement has been made to the village from the loan funds.

A motion was made by Brian Wysocki to approve the payment request #1 to River City Construction for the WWTP No. 1 improvement project in the amount of \$27,045.00. The motion was seconded by John Ford. **Motion passed #5.**

f. WWTP No. 1 Loan Disbursement Request #2

A motion was made by Brian Wysocki to approve the loan disbursement request #2 for the WWTP No. 1 sewer improvement project in the amount of \$50,766.09 from the IEPA Water Revolving Fund. The motion was seconded by Jim O’Laughlin. **Motion passed #6.**

6. Ongoing Agenda Items-None.

7. Presentation of Bills

a. General-\$77,664.35

A motion was made by John Ford to approve the general bills. The motion was seconded by Brian Wysocki. **Motion passed #7.**

b. Sewer-\$30,168.04

A motion was made by Jim O’Laughlin to approve the sewer bills. The motion was seconded by Todd Rice. **Motion passed #8.**

c. Audit-none

d. MFT-none

8. Reports of Standing Committees

a. Finance

John Ford reported he had held a finance committee meeting to go over the budget for FY 13-14 and FY 14-15. The committee had talked about some of the potential expenditures, a 5 year plan for streets and potential funding sources. The personnel

committee will be looking at some numbers concerning wages so this can be put into the next budget.

Jeff DeGroot had recommended Rich look into doing some spray patching since the product seems to hold up well. Rich Brecklin stated he had met with the company and feels this would be a good application to use where it is failing in order to keep the road together until there are funds available to make permanent repairs. Rich reported he is meeting with CMT on Monday to look at what options are available and what needs to be done this year with the streets.

b. Streets/Equipment

Todd Rice noted that due to the weather we have had to wait on doing the full street evaluations. Rich put together a list of the work to be done as best as he can see right now. Jim O’Laughlin asked if the spray patching company meets the village responsible bidder requirements. Rich thinks he does meet most of it but he is going to get a copy of the ordinance to him in order to confirm. Rich explained his list of roads that need patched, reconstructed and overlaid. The village also has to redo the road work in Fandel Farms from last year. Rich showed and discussed with the board some different rock options but they require different amounts of oil applications. Todd stated he would have a street committee meeting on April 14th. Jim O’Laughlin will also have a personnel committee meeting that night. This will allow street and personnel expenses to be figured into the budget when John Ford schedules a finance committee meeting so that we can determine how much of the general funds will be needed this year on road repairs.

Jeff DeGroot recommended we patch some areas to test the capability with the varying degree of road issues this year. The board agreed to allow Rich Brecklin to spend up to \$20,000 on spray patching. Rich noted it will be 2-3 weeks before we can get this scheduled.

c. Personnel

Jim O’Laughlin reported he will be scheduling the personnel reviews soon. Jeff DeGroot asked to meet with Jim O’Laughlin to discuss the process. Jim and another trustee will be meeting with the employees.

d. Police

Marty Clinch was not in attendance.

e. Parks

Julia Miller was not in attendance.

f. Sewer

Brian Wysocki reported the he had met with Jeff DeGroot and Rich Brecklin to look at sewer plant #1 and some safety issues. Rich has a couple of items he will pursue and has already ordered the equipment for the lock out/tag out system and will provide the board with a schedule.

g. Economic Development Council

Ann Sasso stated she would give the EDC report during her report.

9. Reports of Special Committees-None

10. Reports of Officers

a. Zoning Officer

Village Clerk-Ann Sasso reported the following:

Garbage-Metamora residents pay \$29.50 a month for garbage and recycling since they don't have a contract compared to the village charging \$15.50 for the service to the village residents.

Landscape Waste Dates-May 19th and June 2nd will be the landscape waste pickup dates. PDC approved the dates. PDC will put an article in the paper and we will have it on the website and put signs up at the entrances to the subdivisions. Starting April 7th there will be a box at the McCullough/PDC location for residents to drop off landscape waste.

Website-The development link has been sent out to the board for review. We are still finalizing the pay pal account and the final details of the website. We are planning on going live on April 1st but any changes or recommendations should be sent to the hall by Monday, March 31st. We will be able to make changes after it goes live but would like it to be as complete as possible.

Newsletter-The village has received many compliments on the newsletter that was sent out.

Comprehensive Plan-The open house is scheduled for May 1st at the Monte Cristo. We need to decide if we are going to supply some food and drinks. The board agreed to have food for 50 people hoping this will get more people in attendance.

Rezoning-Coventry Farms-Matt Wilkerson has submitted a letter requesting the lots be rezoned back to R-1 due to a conflict with the Coventry Farm Homeowners Association's Covenants. The Planning Commission will meet on April 21st and the Zoning Board of Appeals will meet on April 22nd. They will make their recommendations to the village board for the meeting on April 24th. The Coventry Farm Homeowners President has been notified of the meeting dates to complete the rezoning.

Fiscal calculator-Tri-County now has the fiscal calculator available. They sent it to us so any new proposed developments we can enter into the calculator to see what the impact will be to the village and school district.

The **Statement of Economic Interests** are not all in but forms were sent to those that are still needed by April 1st.

The **Peoria Visitors Guide** will include Germantown Hills if we send them the information. The guide has been printed for this year but if we send them the information they will put it online immediately. She also said she would advertise the July 25th event once we have all of the details. The Germantown Hills Chamber of Commerce is not in the area contact information so we reached out to the Chamber to see if they wanted to be included and they do. They print 80,000 copies of this publication so it reaches many individuals.

The Chamber would like to know if the village wants to sponsor the Chamber Breakfast on October 16th. The board agreed.

Enterprise Zone-Woodford County Board approved the Resolution that was drafted so that Germantown Hills can submit an application for an enterprise zone. We have a meeting set up with the other entities on May 15th to start working on the data with the consultant. It looks like they are setting the cost at \$3,000 a square mile so our cost should be \$3,000.

ICSC-Marty and I were unable to attend the ICSC show in Chicago due to the weather. They are sending all of the information to us.

IDOT-I am meeting with IDOT on the ITEP grant in a couple of weeks. I am sending them information for them to review.

Safe Routes to School- There is money for this project that has been sitting there for an extended period of time and has not been paid out. CMT was contacted so that we can get the reimbursement on the Preliminary Engineering phase and construction phase. The amounts are \$14,957 to be reimbursed for preliminary engineering and \$17,982.42 to be reimbursed for construction engineering.

Thank you-Jim recommending me sending an email to one of the Germantown Crossing building owners thanking him for doing work to his building that will benefit the community.

Computer-One of the computers needs to be replaced in the hall. We lose support on the XP April 8th. Most of the computers we are looking at are around \$600. The board agreed a new computer could be purchased.

b. **Superintendent of Public Works**-Rich Brecklin reported the following:

Parks-Rich has some updated park information but will wait to meet with Julia Miller when she returns. The bids for the flag lighting and Jubilee Lane lighting will be going out for bid in May.

Street/Equipment-There was an accident with an employee hitting the salt storage building. A claim is being processed but we are still waiting on an estimate for the building repair.

Sewer- The plant improvements will be starting soon so Rich will be more involved with the work at the plant.

Due to there not being any plans for building along Fandel Road at the present time the Fandel Road sewer extension is being deferred.

There was a resident along Old Germantown Road that wanted sewer but due to the cost it is not feasible to extend the line at this time.

c. **Village Attorney**

Bill Streeter sent out an update on the litigation which is still in discovery.

d. Village President

Jeff DeGroot stated the website looks great and would like it to get it going on April 1st.

Jeff, Brian and Rich did a walk through at the sewer plant and have decided to implement a lock out/tag out system. If an employee is found to have not locked out there will be an automatic 3 day suspension for the first offense and termination if it happens again. If they remove someone else's lock it will be an automatic termination. Jeff DeGroot noted Rich has the authority to enforce the rule with an effective date of May 1st. The personnel policy will need to be amended.

Jim O'Laughlin mentioned the need to look at a Demolition Ordinance. Bill Streeter will look into this. Jim also recommended looking at adding another zoning district to the multi family. The clerk will check with other communities.

11. Communications to the Board

12. Approval of closed session pursuant to:

- a. **Section 2(c) (1) of the Open Meetings Act, to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the Village or legal counsel for the Village.**
- b. **Section 2(c)(2) of the Open Meetings Act, to discuss collective negotiating matters between the Village and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees**

A motion was made by Jim O'Laughlin to go into executive session at 7:47 p.m. pursuant to Section 2(c) (1) of the Open Meetings Act, to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the Village or legal counsel for the Village and;

Section 2(c) (2) of the Open Meetings Act, to discuss collective negotiating matters between the Village and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. The motion was seconded by John Ford. **Motion passed #9.**

A motion was made by Brian Wysocki to adjourn the executive session at 8:01 p.m. The motion was seconded by John Ford. **Motion passed #10.**

13. Adjournment

A motion was made by Brian Wysocki to adjourn the meeting at 8:01 p.m. The motion was seconded by Todd Rice. **Motion passed #11.**

Ann Sasso, Village Clerk