

**Village of Germantown Hills
216 Holland Road, Village Hall
Germantown Hills, IL 61548
309-383-2209
www.germantownhillsillinois.org**

Village Board Meeting Minutes

May 22, 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	16	17 - 22
Jeff DeGroot – President	Present																	
John Ford	Present	Y	Y	Y	Y	Y	Y	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	Y	N	Y	Y	Y	Y
Jim O’Laughlin	Present	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	Y
Marty Clinch	Present	P	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	Y
Todd Rice	Present	Y	P	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	Y
Julia Miller	Present	P	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	Y

Also Present:
Rich Brecklin, Superintendent of Public Works
Scott DeSplinter, Village Engineer
Chuck Urban, Village Attorney
Bill Streeter, Village Attorney

2. Minutes Approval

a. April 24, 2014 Village Board Meeting Minutes

A motion was made by Jim O’Laughlin to approve the April 24, 2014 village board meeting minutes. The motion was seconded by Todd Rice. **Motion passed #1.**

b. May 15, 2014 Village Board Meeting Minutes

A motion was made by Julia Miller to approve the May 15, 2014 village board meeting minutes. The motion was seconded by John Ford. **Motion passed #2.**

Jeff DeGroot stated he was pleased with the town hall meeting. Approximately 18 people were present for the discussion and didn't have any issues with what is going on and complimented the village board. The board will plan on scheduling another town hall meeting in October.

3. Public Comments on Any Action Item on the Agenda

None

4. Public Comments on Any Non-Action items

John Rapp was in attendance to earn a Boy Scout merit badge.

5. Current Agenda Items

a. Germantown Hills WWTP No. 1-Approval of Contractors Application for Payment Request #3

Scott DeSplinter updated the board on the status of the WWTP No.1 Improvement Project.

A motion was made by John Ford to approve the contractor's application for payment request #3 to River City in the amount of \$76,582.47. The motion was seconded by Brian Wysocki. **Motion passed #4.**

b. Germantown Hills WWTP No 1-Approval of Loan Disbursement Request #4

A motion was made by Brian Wysocki to approve the loan disbursement request #4. The motion was seconded by Todd Rice. **Motion passed #5.**

c. Germantown Hills WWTP No. 1 – Approval of Change Order No. 1 (Revision to LED Lighting)

Scott DeSplinter stated he had approached the contractor and they are not aware of any lighting rebates available.

A motion was made by Jim O'Laughlin to approve change order No. 1 for the WWTP No. 1 LED lighting. The motion was seconded by Marty Clinch. **Motion passed #6.**

d. Germantown Hills WWTP No. 1-Approval of Change Order No. 2 (Blower Sound Enclosure Revisions)

This agenda item was not complete so it was deferred.

e. Germantown Hills WWTP No. 1 –Approval of Change Order No. 3 (Addition of Concrete at the Existing WWTP Building)

This agenda item was not complete so it was deferred.

f. Approval on the replacement of the flow meter at Sewer Plant #2 not to exceed \$6,000

A motion was made by John Ford to approve the replacement of the flow meter at sewer plant #3 not to exceed \$6,000. The motion was seconded by Jim O'Laughlin. **Motion passed #7.**

g. Approval of the CMT Engineering Agreement on the smoke testing of Oak Grove and Jerryville Subdivisions in the amount of \$11,000

A motion was made by Jim O'Laughlin to approve the CMT engineering agreement on the smoke testing of Oak Grove and Jerryville Subdivisions in the amount of \$11,000. The motion was seconded by Brian Wysocki. **Motion passed #8.**

Rich Brecklin explained the reason these two areas are being smoke tested is that the extra flows to sewer plant 1 are coming from those areas. Rich explained the smoke testing process.

h. Approval on the CMT Engineering Agreement on the Whispering Oaks 2014 Sewer Repair Project-CIPP Lining

A motion was made by Jim O'Laughlin to approve the CMT engineering agreement on the Whispering Oaks 2014 sewer repair project-CIPP lining. The motion was seconded by Brian Wysocki. **Motion passed #9.**

i. Approval of the CMT Engineering Agreement for the Route 116 Right In/Right Out

A motion was made by John Ford to approve the CMT engineering agreement for the Route 116 right in/right out. The motion was seconded by Marty Clinch. **Motion passed #10.**

j. Discussion and possible action on the delinquent sewer accounts

The village board discussed the delinquent sewer accounts and process. Bill Streeter will look at the ordinance to see what the options are so they can be discussed at the sewer committee meeting.

Bill will also look at the garbage contract to see what else can be done when a resident doesn't pay the garbage portion of their bill.

k. Discussion on the Responsible Bidder Ordinance

This agenda item was deferred.

l. Approval of a Resolution for delegation of supervisory authority to Village Supervisors in accordance with the Village Personnel Policy

A motion was made by John Ford to approve Resolution 2014-04 a Resolution for delegation of supervisory authority to Village Supervisors in accordance with the Village Personnel Policy. The motion was seconded by Marty Clinch. **Motion passed #11.**

m. Approval of the Village of Germantown Hills entering into an Intergovernmental Agreement Amendment with the State of Illinois Central Management Services to participate in the Local Government Health Plan

A motion was made by Marty Clinch to approve the Village of Germantown Hills entering into an Intergovernmental Agreement Amendment with the State of Illinois Central Management Services to participate in the Local Government Health Plan. The motion was seconded by John Ford. **Motion passed #12.**

n. Approval on Rich Brecklin's and Ann Sasso's annual pay adjustments

Jim O'Laughlin explained the personnel committee's recommendations were to give Ann Sasso a 10% increase due to her missing out on previous wage adjustments and the increase in job responsibilities and 4% to Rich Brecklin on his overall pay. Jim noted the public works employees received a 3% cost of living increase on their base pay only. Julia Miller stated she doesn't feel the village can pay Rich enough for all he does. Jim O'Laughlin stated they are looking at creating a team lead position to help with some of the duties.

A motion was made by John Ford to approve Ann Sasso's annual pay adjustment of an increase of 10% on her overall hourly wage effective May 1st. The motion was seconded by Jim O'Laughlin. **Motion passed #13.**

Marty Clinch would like to see Rich get at least a 6% increase. John Ford noted the personnel committee has recommended a 4% increase so the board could approve that and then go back to the personnel committee to see if they want to give an additional increase.

A motion was made by John Ford to approve Rich Brecklin's annual pay adjustment of an increase of 4% on his overall hourly wage effective May 1st. The motion was seconded by Jim O'Laughlin. **Motion failed #14.**

The personnel committee will make a recommendation on Rich's pay adjustment at their next committee meeting.

o. Approval on job description/title changes for Village Employees

A motion was made by Brian Wysocki to approve the job description for a Public Works Team Lead Maintenance worker. The motion was seconded by Todd Rice. **Motion passed #15.**

Chuck Urban explained the team lead position will perform all of the other functions of the Public Works Maintenance worker but will oversee the workers in the field and help facilitate more efficiently a mechanism for job completion and performance. Jim O'Laughlin stated creating the job description gives us the latitude to have it in place if the village would decide to proceed.

p. Discussion & approval on changing the meeting times for the Planning Commission and Zoning Board of Appeals to 6:00 p.m.

A motion was made by Brian Wysocki to approve changing the meeting times for the Planning Commission and Zoning Board of Appeals to 6:00 p.m. The motion was seconded by Jim O'Laughlin. **Motion passed #16.**

q. Appointment to fill the vacancy on the Economic Development Council

Jeff DeGroot made the appointment of Amy DeFreitas to the Economic Development Council to fill the vacancy left by Mike Gaetz.

A motion was made by Jim O'Laughlin to approve the appointment of Amy DeFreitas to the Economic Development Council to fill the vacancy left by Mike Gaetz. The motion was seconded by Brian Wysocki. **Motion passed #17.**

r. Approval of the additional costs for the J.R. White Park safety/park maintenance improvements in the amount of \$3,400.00 (\$36,000 was previously approved)

A motion was made by Julia Miller to approve the additional costs for the J.R. White Park Safety/park maintenance improvements in the amount of \$3,400. The motion was seconded by Marty Clinch. **Motion passed #18.**

Rich Brecklin noted the time frame is 4-6 weeks for the material to be delivered.

s. Approval for a modification to the Subdivision Ordinance to allow the transfer of property between adjacent property owners to be approved under the boundary map requirements with all other applicable provisions of Title 10 of the Subdivision Ordinance being met for the Trapp Plat.

Scott DeSplinter explained the village was approached by a property owner about the transfer of property between adjacent property owners. The transfer of property is exempt from the Plat Act and Scott's previous interpretation was that it would be exempt from the village subdivision plat process but will still need to meet other requirements of our code. Bill Streeter reviewed the proposal and pointed out that the code does actually apply which would require them to go through the complete preliminary and final plat process. Scott noted he is not sure there is a true benefit to make them complete the full process but an abbreviated process with them signing an exempt certificate and still meeting the other provisions of the code would be appropriate. Bill Streeter noted the code does allow for a modification.

The Planning Commission approved the modification to the Subdivision Ordinance at their May meeting to allow for the transfer of property between adjacent property owners. Scott DeSplinter, Bill Streeter and Ann Sasso will get information together for the Planning Commission to review so they can make a recommendation to the Village Board on the Village Subdivision Ordinance in the transfer of property. Scott recommended having them show existing structures on the plat to make sure setbacks are being met. Bill noted all other provisions of the subdivision ordinance would still be met. Ann Sasso will communicate the decision to the property owners.

t. A motion was made by Marty Clinch to approve the modification to the Subdivision Ordinance to allow the transfer of property between adjacent property owners to be approved under the boundary map requirements with all other applicable provisions of Title 10 of the Subdivision Ordinance being met for the Trapp Plat. The motion was seconded by Julia Miller. **Motion passed #19.**

6. Ongoing Agenda Items-None.

7. Presentation of Bills

a. General

A motion was made by John Ford to approve the general bills as amended. The motion was seconded by Jim O'Laughlin. **Motion passed #20.**

b. Sewer

A motion was made by John Ford to approve the sewer bills. The motion was seconded by Marty Clinch. **Motion passed #21.**

c. Audit-none

d. MFT-none

8. Reports of Standing Committees

a. Finance

John Ford reported the FY 14-15 budget was approved.

b. Streets/Equipment

Todd Rice noted there will be a pre-construction meeting on Friday on the Fandel Farm 2012 MFT work, which they are planning on starting next week. A letter is being sent to the residents letting them know the start date for the roadwork.

The Fandel Farm Condo area asked for reimbursement for some gravel cleanup. The board discussed. Rich will respond to the request that this is not the village's responsibility.

Rich reported all of the spray patching is complete and there have been no complaints. Rich explained there is a sink hole on a resident's property on Bayside Drive and is unable to locate the as built plans for this area. Rich will schedule to have it televised as soon as possible.

Scott DeSplinter reported once the 2014 MFT work is complete they will start working on the street plan.

c. Personnel

Jim O'Laughlin reported three employees were interviewed for the seasonal position and they were all great applicants. The new employee selected started on Tuesday.

Jim thanked Chuck Urban for all of his work on the personnel matters.

d. Police

Marty Clinch noted the committee discussed the speeding concerns and would still like to pursue traffic calming devices. Scott DeSplinter stated there are alternative calming devices we can look at. Another possibility is to put in sidewalks to get the kids off the streets. The committee had asked the Sheriff to start issuing tickets for the speeding. The clerk will check with Captain Smith to get an update.

e. Parks

Julia Miller stated she will be scheduling a meeting to talk about how to handle the wooden fence at the park and a recognition plaque of the donations.

Rich reported once we get the easement documents back the lighting can go out to bid.

f. Sewer

Brian Wysocki reported there were several items on the agenda sewer related so we are making progress. We will be talking about the delinquent accounts at the sewer committee meeting. Rich is checking on the safety training and the lock out/tag out process is going well.

g. Economic Development Council

Defer.

9. Reports of Special Committees-None

10. Reports of Officers

a. Zoning Officer

Village Clerk-Ann Sasso reported the following:

MFT-We received an extra MFT disbursement in the amount of \$14,809. This is the fifth and final installment of the 2009 Illinois Jobs Now capital program.

The planning Commission updated the bike/walkway plan.

State Police-Checking with a representative at the State Police so that the State Police annexation can be finalized.

Enterprise Zone-The areas for the zones are being selected. I have added a couple of additional areas that do not have commercial zoning at this time but could at some point in the future. We can always make changes later.

The Village is sponsoring the monthly meeting for the Women's Council of Realtors here in Germantown Hills.

A resident would like to block off a section of road in Coventry Farms for a block party. The board didn't approve of the closing of the street.

Website-the owner of a private Germantown Hills website said he would try to add something to his site to make sure our link shows as the Official Germantown Hills website so there isn't any confusion.

Audit-The auditors were here this week and everything went well.

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

Trucks-Rich is putting together the specs for the new truck and looking for a trailer for the mower.

Sewer-The sewer clean up is done and we are getting the invoices to the insurance company. The sewer plant fence repair will be done next week. Rich noted he will be meeting with the attorney on the sewer documents for litigation.

c. Village Attorney

Bill Streeter noted he will be gone early in June. Bill stated he had put together information on the medical cannabis for consideration.

d. Village President

Jeff DeGroot didn't have anything to report at this time.

11. Communications to the Board

12. Adjournment

A motion was made by Jim O'Laughlin to adjourn the meeting at 8:04 p.m. The motion was seconded by Brian Wysocki. **Motion passed #22.**

Ann Sasso
Village Clerk