

Village of Germantown Hills
Village Board Meeting Minutes

March 23, 2017 6:00 p.m.

1. **Call to Order/Roll Call/Pledge of Allegiance-** Jeff DeGroot, Village President, called the meeting to order at 6:00 p.m.

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

Also Present:

- Rich Brecklin, Superintendent of Public Works
- Bill Streeter & Chuck Urban, Village Attorney's
- Scott DeSplinter, Village Engineer
- Mike Hinrichsen, Woodford County Board Member

Everyone stood and said the Pledge of Allegiance.

The board agreed to allow Brian Wysocki to attend by electronic means due to being away for work purposes.

2. Minutes Approval

- a. **February 7, 2017-Special Village Board Meeting-** A motion was made by Jim O’Laughlin to approve the February 7, 2017 Special Village board meeting minutes. The motion was seconded by Todd Rice. **Motion passed #1.**
- b. **February 23, 2017-Village Board Meeting-**A motion was made by Marty Clinch to approve the February 23, 2017 Village board meeting minutes. The motion was seconded by Jim O’Laughlin. **Motion passed #2.**
- c. **March 7, 2017-Special Village Board Meeting-**A motion was made by Jim O’Laughlin to approve the March 7, 2017 Special Village board meeting minutes. The motion was seconded by Amy Pace. **Motion passed #3.**

3. Public Comments on Any Action Item on the Agenda-None

4. Public Comments on Any Non-Action items

Ron Kiefner Worth Township Road Commissioner was in attendance to introduce himself and to let the board know he is running for re-election in April. Ron noted over the last four years he has had a great working relationship with Rich Brecklin and Ann Sasso at the Village. The Township and Village have put together a great plan with agreements on snowplowing and trying to help each other whenever needed with resources and equipment.

Rich Brecklin agreed that there has been a great relationship over the last four years in helping with equipment and road maintenance issues. Ron thanked the board for allowing him to speak.

5. Current Agenda Items

a. Recognition of the Germantown Hills Girls basketball teams

Jeff DeGroot welcomed the Germantown Hills basketball teams and their parents. Jeff recognized the girls for their accomplishments and thanked the parents for their commitment. The Village presented Coach Ryan Davis with a Resolution acknowledging the 7th Grade girls basketball team for their State Championship and the 8th Grade girls for their 3rd place trophy at the State finals.

Public Comments on Any Non-Action items

Evan Fox was in attendance. Evan noted he is in a Repeater Association which is a community service club for disaster relief and radio communication. He noted they count on donations and membership dues since it is a club. He is also the Vice President for the Woodford County Repeater Association. He explained they own a repeater at the Metamora Township building. The building is being sold so they will need to move the repeater. Their current plan is to move the repeater to the EOC in Roanoke at their ESDA building. He noted once this happens the coverage is going to be greatly limited to Germantown Hills and Peoria County. His concern is that they coordinate with spotters in Peoria County and they are going to lose some communication ability for the western part of Germantown Hills.

Evan noted an option is to put up a repeater in the Germantown Hills area but they would need a location in order for it to be at least 85' in the air. He stated the Water Company might be an ideal location. Rich will reach out to the water company to see if there's any possibility. Ann Sasso indicated she could reach out to the cable company to see if they would allow anything on their cable tower. Todd Rice asked about potential costs and questioned if there's a way the Village could help since it seems as if this is a benefit and valuable resource to the Village. Evan will send Ann an email identifying the funds that will be needed to do a repeater in Germantown Hills.

b. Discussion and approval of the parking, traffic and drainage plan for the Germantown Grille-This was discussed later in the meeting.

c. Approval of an Ordinance amending the Germantown Hills Village Code, Village of Germantown Hills, Illinois regarding traffic regulations (Sign Map)-This was discussed later in the meeting.

d. Discussion and approval for an event at Kouri's for MATBO

Denny Couri was in attendance but had to leave for a prior commitment. Craig Tucker was in attendance and noted Denny wanted to apologize for having to leave early. Craig explained the details of the event scheduled for April 28th to benefit MATBO which includes a golf outing. This is their biggest fundraiser. He stated they are proposing a tent addition to the outdoor patio area which will have walls in order to contain the area for the outdoor liquor license. Craig stated the event should be done by 5:30 p.m.

A motion was made by Marty Clinch to approve the event at Kouri's for MATBO on April 28th. The motion was seconded by Jim O'Laughlin. **Motion passed #4.**

Discussion and approval of the parking, traffic and drainage plan for the Germantown Grille

Scott DeSplinter reported he, Bill Streeter, Rich Brecklin, and Ann Sasso had put together a list of requirements and some strongly advised recommendations. There are two things required per the Village code which include a General Erosion and Sediment Control Permit and for the driveway to be a minimum of 50' from the existing stop sign on Apple Drive. Below is the list that Scott reviewed with the board and was discussed with Jake.

The other strongly recommended items included:

- The property owner consults an engineer to determine what drainage/storm water improvements are necessary to mitigate the increased runoff from the proposed improvements and the developed property as a whole. The property owner could be liable for any damage caused by any additional runoff created by the proposed improvements. The alteration of drainage and/or storm water conditions that causes excessive flow on any Village street is prohibited.
- It was recommended that the minimum parking spot be 9' wide X 18' long with an aisle width of 24' (per *The Dimensions of Parking* by the Urban Land Institute and the National Parking Association). The dimensions can be adjusted if angle parking is used
- It was recommended that the parking lot be paved. The paved surface allows for striping which would better control parking. People normally will not park as close to other cars unless striping is shown. It would also cut down on dust and noise.
- It was also recommend that the entrance drive be paved to limit the tracking (and snow plowing) of rocks onto Apple Drive. This could be a safety issue and ongoing maintenance issue.
- There was a recommend for no parking on the south side of the building due to insufficient space for a drive lane and adequate parking spaces. The recommendation is 24' for two-way traffic. In addition there is poor drainage coming off the rear of the property.

Scott explained the difficulty in that the Village code doesn't have many requirements for this size of development. Scott noted he would recommend the property owner look at drainage as with the new MS4 permit there may be requirements in the future.

Rich Brecklin reported he, Mike Hinrichsen, and Ann Sasso had met with Jake Adkins to discuss the list of items. Rich indicated he had recommended to Jake to not allow parking on the south side of the building as there doesn't appear to be enough room for parking and drive lanes. They discussed a suggested design that might give him just as much parking but allow for better accessibility in an out of the parking lot. In addition Rich gave him a suggestion to wait and see what type of costs the Village gets when we get the bids on our road work. There might be a way for him to put an A-2 surface down that would give him a hard surface instead of just rock at an affordable cost.

Rich explained the need to police the parking in the ditch since it is not allowed and could damage the ditch and the edge of the road.

Rich talked with the Deputies about the law which prohibits parking on the streets. He did some measurements and talked to the Fire Chief to confirm the width of the emergency vehicles. He noted this street has only one way in and one way out. It has been noted that if there are issues, the cars would be ticketed and towed.

Todd Rice stated he didn't feel the need to post signs on both sides of Apple Drive and felt they should be posted elsewhere in the Village too if we are going to do it there.

Ann stated a similar situation years ago was when there were parking concerns behind the funeral home. No parking signs were put up to keep people from parking on the front part of the street where there were concerns at the time.

Julia Miller noted the issue being that the law states you can't park on the street and we are trying to put the signs up as a courtesy so residents don't get a parking ticket and/or have their vehicle towed. The other issue is we want to address the problem areas when needed.

Marty Clinch felt we should be pro-active. Not only is there a law, but there are safety issues involved with getting a fire truck through and there are also steep ditches.

Approval of an Ordinance amending the Germantown Hills Village Code, Village of Germantown Hills, Illinois regarding traffic regulations (Sign Map)

Amy Pace stated she wanted to make it clear we are pro-business and very supportive of all businesses. She feels the signs need to be posted as a courtesy to the residents that could end up with a ticket without being aware of the law.

Jim O'Laughlin indicated as a former resident down Apple Drive he appreciates what the board is doing.

A motion was made by Brian Wysocki to approve Ordinance #776 an Ordinance amending the Germantown Hills Village Code, Village of Germantown Hills, Illinois regarding traffic regulations (Sign Map). The motion was seconded by Marty Clinch. **Motion passed #5.**

e. Discussion and approval on the installation of streets lights for Anker Lane and Fandel Road

Rich Brecklin reported he had received concerns about needing a street light at the intersection along Anker off of the driveway access and the intersections along Fandel

Road. Rich received estimates to do the work. The cost for the Anker light is \$2,450 and for each light along Fandel is \$4,950.

Amy Pace noted this isn't in the budget but would come out of reserves.

Brian Wysocki noted a concern there could be other areas in the Village that might need street lights and questioned whether this should be looked at first so we are looking for the best use for the money and placement within the Village. Todd stated he would have a meeting to look at where there might be other areas of need for the future.

A motion was made by Julia Miller to approve the installation of the street lights for Anker Lane and Fandel Road for the cost of approximately \$17,300.00. The motion was seconded by Jim O'Laughlin. **Motion passed #6.**

6. Ongoing Agenda Items-None

7. Presentation of Bills

a. General-A motion was made by Jim O'Laughlin to approve the general bills. The motion was seconded by Julia Miller. **Motion passed #7.**

b. Sewer-A motion was made by Brian Wysocki 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**-Amy Pace reminded the board the street light cost will be coming out of reserves and she will be scheduling a meeting before the next board meeting on April 20th.

b. **Streets/Equipment**-Todd Rice will be scheduling a meeting to do some updates and look at street light locations. He noted he would like to check the businesses and their number of parking spaces that are required.

c. **Personnel**-Julia Miller stated she will be scheduling a meeting before the board meeting on April 20th.

d. **Police**-Marty Clinch asked Rich when the radar signs are going back out. Rich stated soon. Marty noted he is being asked if the board would consider closing a part of Somerset for times when the kids are on the road going to school. Todd Rice recommended doing a joint meeting with streets and police and invite the school to see what they are going to do about parking and traffic issues when school starts in the fall.

e. **Parks**- Julia Miller stated she had nothing new to report. Scott DeSplinter reported the trail project will go out for bid on April 5th. We will be meeting with GHAA to confirm dates the park will be used to coordinate with the construction of the trail.

f. **Sewer**-Brian Wysocki asked about the date of the award ceremony as the Germantown Hills sewer plant is up for an award. Rich stated it is on April 26th in Springfield.

g. Storm Water-Jim O'Laughlin will be scheduling a meeting but Scott has recommended waiting until he has a chance to go through the code to determine other recommended changes.

Jim O'Laughlin stated he would like to see a change in the ordinance on requiring hard surfaces on commercial properties as recommended years ago by the Planning Commission.

h. Economic Development Council-Marty Clinch reported the library has tentatively set the new hours to go into effect on April 3rd. Ann Sasso noted someone from Germantown Hills submitted an application for the Germantown Hills library and was called for potential employment but was told there were only hours in Metamora that were available.

Mike Hinrichsen indicated he had submitted a FOIA request to the library for four years of salaries by name. He should have the information by Monday.

Ann Sasso asked the board if she should once again schedule a special meeting for the board and EDC to attend the next library board meeting. The board agreed.

Mike reported information from the GPEDC showing a list of programs with the strategies, partners and progress. He reported the facility GPEDC is currently located in will be taken down September 1st and they will relocate in the summer.

Ann Sasso noted GPEDC normally puts out a quarterly report but they are looking at a different format to make it simpler for communities to see progress of what is being done by the GPEDC.

Mike Hinrichsen noted the Keystart initiative will be on May 4th at Metamora Fields. This is where entrepreneurs can pitch their ideas.

Ann Sasso reported the Annual Germantown Hills Chamber pork chop and vendor event is scheduled for May 6th. They might also try having an e-recycling event for computers and laptops.

9. Reports of Special Committees-None

10. Reports of Officers

a. Zoning Officer/Village Clerk/Village Administrator-Ann Sasso reported on the following:

The sewer easement offer letter went out on March 22nd and the property owner has 28 days to respond. The electrical aggregation discussion will be at the next meeting. The Germantown Crossing pylon should be going up soon. We hope to have the ESDA committee set up ready for the May meeting. The landscape dumpster is already in place and we will schedule two curbside pickups this spring.

The Village has received some complaints on the parking and noise issues at Germantown Grille. The information has been received to schedule the public hearing for the Germantown Grille on a request for a variance for their addition that doesn't meet setbacks.

Ann noted there have been some conversations with the owners of the old ATM lot on the corner of Woodland Knolls and Holland Road in regards to the Village purchasing the lot from the White Estate. Both the property owners and the Village have had appraisals done on the property and it appears we may be close to a mutually agreed upon number. Ann noted based on the appraisals it appears \$48k is a fair amount that had been previously discussed. The board was in consensus to purchase the property so an agreement will be prepared for the next meeting.

b. Superintendent of Public Works

Rich Brecklin asked for committees to be thinking about budget items for the new year. He reported the filter media will be ordered soon and he is working on the grinder pump policy.

Rich noted there was a surprise visit from the Illinois Department of Labor and everything went well. He stated they will need a written policy on the lockout, tag out procedure. He discussed with the board the inspection process.

Rich explained he, Mike Hinrichsen, Ann Sasso, Julia Miller and Amy Pace had attended an ESDA event on disaster preparedness. The Village is on the right track with the emergency operation plan but there is much more to do. Mike Hinrichsen noted we will need to prioritize a list and work our way through it. He noted we are very fortunate to have our Fire Chief Chip Wilmot and Director of EMA, Kent McCanless.

c. Village Attorney-Bill Streeter and Chuck Urban had nothing new to report.

d. Village President-Jeff DeGroot informed the board he had signed the proclamation for April being Child Abuse prevention month.

11. Communications to the Board-None

12. Adjournment-A motion was made by Amy Pace to adjourn the meeting at 8:00 p.m. The motion was seconded by Marty Clinch. **Motion passed #9.**

Ann Sasso, Village Clerk