

**Village of Germantown Hills**  
**Village Board Meeting Minutes**

**July 19, 2018 6:00 p.m.**

- 1. Call to Order/Roll Call/Pledge of Allegiance-** Mike Hinrichsen, 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	14-20
Mike Hinrichsen – President	Present														
Julia Miller	Absent	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Amy Pace	Present	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	Y	Y
Jim O’Laughlin	Present	Y	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	Y	Y	Y
Marty Clinch	Present	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Todd Rice	Present	P	Y	P	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

Everyone stood and said the Pledge of Allegiance. Mike Hinrichsen stated that he would like to do a moment of silence for those serving our Country both near and afar.

Also, in attendance:  
 Bill Streeter and Chuck Urban, Village Attorney’s  
 Scott DeSplinter, Village Engineer

- 2. Public Hearing-** Germantown Crossing Development Business District and Business District Plan

Mike Hinrichsen opened the public hearing. Bill Streeter explained the area for the proposed Business District which includes the Germantown Crossing shopping center and the lot on the corner of Woodland Knolls Road and Holland Road. Part of the process is that the board is looking at a 1% sales tax and if the board chooses to impose the tax there will be a separate fund set up and the funds will only benefit the Business District. If the State approves it will then go into effect January 1<sup>st</sup> and can last up to 23 years at the most.

Mike Hinrichsen stated a year ago in reviewing the comprehensive plan we looked at the Village’s investments. There was one area that was underdeveloped and that was Germantown Crossing. Mike reviewed what the Village has gotten done over the years which includes the walking trail, over 7,000 ft of sidewalk, over \$700,000 in grants, a 3.5-million-dollar sewer project, new library (community dollars that helped build the library), the purchase of the former ATM lot and the construction of Anker Lane.

Mike noted we have been working with the EDC on the Germantown Crossing Vision for ideas and support. We developed a vision of what we looked like which is a collection of neighborhoods and what we want to look like and that is to have a place to gather downtown or a village square. We worked with a company to help create the vision and have shared it with many groups to get input and guidance. During that time, we have worked with developers and businesses to come to Germantown Crossing. Once we show them the vision there is more of an interest in locating in the shopping center. Mike showed a picture of where we are today and a picture of the vision for the future. He explained how we want to connect our assets we have.

Julia Miller arrived at 6:11 p.m.

The improvements include adding a sidewalk, streetscapes, benches, flags, lighting, band shell and public restrooms in order to be able to hold community events.

Ann Sasso indicated part of the Business District Plan was to have a blighted portion which GPEDC put together for the Village. Ann noted years ago the Germantown Crossing shopping center was a Business District but it had since expired.

Dale Wilke from East Peoria was in attendance and questioned if all the businesses in Germantown Hills should be a part of the Business District and pay into so that it is fair and equal.

Dave Zalar asked if the businesses are on board with the creation of a Business District. Mike Hinrichsen stated overall most of the businesses are on board. One of the gas stations recognized it is a good idea but questioned if it would affect their competitiveness.

Karl Figg stated when Jubilee was here it helped with a sense of community so he recognizes the need for that and likes the idea of connecting the library.

It was explained the Business District is to help with the public infrastructure improvements that are apart of the Village Square vision and not individual businesses.

The public hearing was closed at 6:26 p.m.

### **3. Minutes Approval**

- a. **June 21, 2018 Village Board Meeting-** A motion was made by Marty Clinch to approve the June 21, 2018 Village board meeting minutes. The motion was seconded by Amy Pace. **Motion passed #1.**
- b. **June 28, 2018 Special Village Board Meeting-** A motion was made by Todd Rice to approve the June 28, 2018 Special Village board meeting minutes. The motion was seconded by Amy Pace. **Motion passed #2.**

### **4. Public Comments on Any Action Item on the Agenda-None**

### **5. Public Comments on Any Non-Action Items-None**

### **6. Current Agenda Items**

**a. Discussion and approval of the Metamora Power Football event at Kouri's**

Dave Zalar was in attendance to explain the upcoming event and noted it will be set up just like last year.

A motion was made by Julia Miller to approve the Metamora Power Football event at Kouri's on August 18, 2018. The motion was seconded by Marty Clinch. **Motion passed #3.**

**b. Discussion and approval of a home occupation permit**

Paul and Clair Mensinger, from 613 Countryside Drive were in attendance. Paul explained that years ago he had checked on having a business out of his home when he and his wife were just starting out. At the time he and his wife were the only employees which is allowed as a part of the home occupation permit. Over the years their business has grown and they were not aware that having employees in your house was not allowed as part of the home occupation permit. He noted they don't have any signs or customers that come to their house only their five employees. Paul noted they haven't had any complaints until last week and now they realize they are in violation of the village code and need to move to another location. They are asking for some time to accomplish the move. In moving they don't want to lose their employees and they want to provide uninterrupted service to their customers. Paul asked if they could have six months to get moved to a new location.

Mike Hinrichsen stated the Village appreciates them being here to serve their customers and felt we could provide some time so there isn't an interruption to their business.

Paul noted they have been looking at some office spaces but haven't found anything at this time. The board discussed the possibility while they are looking for a place to have their employees park at the park or Village hall to alleviate the parking problem on their street.

Todd Rich questioned if they would need some additional time with the holidays.

A motion was made by Todd Rice to temporarily not enforce the home occupation permit guidelines until the end of March. The motion was seconded by Julia Miller. **Motion passed #4.**

**c. Discussion and approval of the modification on the Diamond Oaks Village Phase 4 Subdivision**

Terry Wilkerson was in attendance and explained he had met with the Planning Commission on Monday requesting a modification to the sidewalk requirement. The Planning Commission had approved the modification that the sidewalk requirement still be required but if the board doesn't want the sidewalk built in this area then funds could be set aside for a future sidewalk.

A motion was made by Jim O'Laughlin to approve the modification on the Diamond Oaks Village Phase 4 Subdivision that the funds be set aside for a future sidewalk subject to Scott De Splinter approving the bid. The motion was seconded by Brian Wysocki. **Motion passed #5.**

Amy Pace thanked Terry Wilkerson for working with the Village. Terry thanked the board as well.

**d. Discussion on the Community Clean Up Day**

Todd Rice stated he would like to see the Community Clean up day be scheduled in September this year if possible. Ann Sasso will check on the date.

**e. Discussion on the upcoming Trustee Vacancy**

Mike Hinrichsen noted Brian Wysocki has shared with the board that he is moving this fall out of town. Mike explained what steps are required in filing the position. There are two candidates that have expressed interest in filling the positions that the board will meet with. The board agreed to schedule a special meeting on July 26<sup>th</sup> at 7:00. p.m. if everyone is available.

**f. Approval of an Ordinance amending the Sign Ordinance for the Village of Germantown Hills, Illinois**

This was deferred.

**g. Approval of the Village President appointment to the ZBA due to the vacancy left by Tom Emlen**

Mike Hinrichsen made the appointment of Justin Roberts to fill the vacancy on the ZBA left by Tom Emlen.

A motion was made by Amy Pace to approve the appointment of Justin Roberts to the ZBA due to the vacancy left by Tom Emlen. The motion was seconded by Todd Rice. **Motion passed #6.**

**h. Approval of an Ordinance establishing and designating the Germantown Crossing Business Development District and approving the Germantown Crossing Business Development District Plan within the Village of Germantown Hills, Illinois**

A motion was made by Julia Miller to approve Ordinance #806 an Ordinance establishing and designating the Germantown Crossing Business Development District and approving the Germantown Crossing Business Development District Plan within the Village of Germantown Hills, Illinois. The motion was seconded by Todd Rice. **Motion passed #7.**

**i. Approval of an Ordinance enacting a Business District Retailer's Occupation Tax and Business District Service Occupation Tax within the Germantown Crossing Business Development District and establishing the Germantown Crossing Business Development District tax allocation fund.**

A motion was made by Julia Miller to approve Ordinance #807 an Ordinance enacting a Business District Retailer's Occupation Tax and Business District Service Occupation Tax within the Germantown Crossing Business Development District and establishing the Germantown Crossing Business Development District tax allocation fund. The motion was seconded by Marty Clinch. **Motion passed #8.**

**j. Approval of Change Order Number 2, 3, 4, and 5 for the WWTP #1 Peak Flow Control Phase 1**

Scott DeSplinter explained the project is complete they are just waiting for grass to grow.

A motion was made by Brian Wysocki to approve Change Order Number 2, 3, 4, and 5 for the WWTP #1 Peak Flow Control Phase 1. The motion was seconded by Todd Rice.

**Motion passed #9.**

**k. Approval of the Contractor's Application for Payment #6 for the WWTP #1 Peak Flow Control Phase 1**

A motion was made by Brian Wysocki to approve contractor's application for payment #6 for the WWTP #1 Peak Flow Control Phase 1 in the amount of \$53,993.63. The motion was seconded by Jim O'Laughlin. **Motion passed #10.**

**l. Approval of the Engineering Agreement Amendment Request for WWTP #1 Peak Flow Control Phase 1**

A motion was made by Julia Miller to approve the engineering agreement amendment request for WWTP #1 Peak Flow Control Phase 1. The motion was seconded by Amy Pace. **Motion passed #11.**

**m. Approval of the Contractor's Application for Payment #1 for the Holland Road Right Turn Lane**

A motion was made by Jim O'Laughlin to approve the contractor's application for payment #1 for the Holland Road Right Turn Lane. The motion was seconded by Marty Clinch. **Motion passed #12.**

**n. Approval of the Change Order #1 for the Holland Road Right Turn Lane**

A motion was made by Julia Miller to approve change order #1 for the Holland Road right turn lane. The motion was seconded by Brian Wysocki. **Motion passed #13.**

**o. Approval of the Engineering Agreement for the Holland Road/Woodland Knolls Road Sidewalk**

A motion was made by Amy Pace to approve the engineering agreement for the Holland Road/Woodland Knolls Road sidewalk. The motion was seconded by Todd Rice. **Motion passed #14.**

Scott DeSplinter stated the surveys are underway to determine the easements needed for the sidewalk. Scott reviewed the proposed timeline with the hope it will be built by November.

**p. Approval of the Engineering Agreement for the Thornridge Pump Station Replacement**

A motion was made by Todd Rice to approve the engineering agreement for the Thornridge pump station replacement. The motion was seconded by Brian Wysocki. **Motion passed #15.**

**q. Discussion and approval on the clearing of the Lourdes Road property**

A motion was made by Amy Pace to approve the clearing of the Lourdes Road property as specified in the invoice from Brian Schieber. The motion was seconded by Jim O'Laughlin. **Motion passed #16.**

**r. Discussion and approval of acceptance of a drainage easement**

Ann Sasso noted there's a drainage easement lot the School acquired years ago that should have been deeded to the Village from the developer when it was first developed. The School is looking at getting rid of the lot and didn't know if the Village was interested or not. The Village board discussed and were in consensus that they would be willing to take the drainage easement lot since there is also a sewer force main located on the property. Scott noted so far, the wetland seems to be doing its job as a detention basin.

**7. Ongoing Agenda Items-Discussion and approval of a lease agreement for the cable tower property-Nothing new to report.**

**8. Presentation of Bills**

a. General-A motion was made by Jim O'Laughlin to approve the general bills. The motion was seconded by Brian Wysocki. **Motion passed #17.**

b. Sewer-A motion was made by Brian Wysocki to approve the sewer bills. The motion was seconded by Jim O'Laughlin. **Motion passed #18.**

c. Audit-A motion was made by Todd Rice to approve the audit bill. The motion was seconded by Jim O'Laughlin. **Motion passed #19.**

d. MFT-None

**9. Reports of Standing Committees**

a. **Finance**-Amy Pace had nothing new to report.

b. **Streets/Equipment**-Todd Rice had nothing new to report. Scott DeSplinter reported the MFT contracts are into IDOT for approval.

c. **Personnel**-Julia Miller had nothing new to report.

d. **Police**-Marty Clinch had nothing new to report.

e. **Parks**- Julia Miller had nothing new to report.

f. **Sewer**-Brian Wysocki had nothing new to report. Scott DeSplinter reported the Village's project received SRF funding for the EPA. There's also a 15% forgiveness so the Village will save \$500,000.

g. **Storm Water**-Jim O'Laughlin stated they had a meeting and we are up to date on our MS4 permit.

**h. Economic Development Council**-Ann Sasso noted the EDC meeting would need to be rescheduled. It was agreed to try and schedule it before the board meeting on August 16<sup>th</sup> at 5:00 p.m.

**10. Reports of Special Committees-None**

**11. Reports of Officers**

**a. Zoning Officer/Village Clerk/Village Administrator-**

Ann confirmed with the board they would like to explore a golf cart ordinance. The street committee will review a proposed draft ordinance.

Ann reported she had met with Michael's Run for Life about the run route. It is the same as last year other than the kids run will be on a part of Anker Lane.

Ann had mentioned to a Deputy doing some Protect our children-Slow down signs He said something to the Sheriff and he is going to do some signs that we can distribute within the Village.

Ann indicated we need to designate two people to review the executive minutes. Jim and Mike will review the minutes.

The School and the Woodford County Special Education School is looking at getting a safety resource officer for the two buildings and sharing the cost. They are asking to see if the Village would have any interest in exploring the possibility of sharing in the summer when the School's don't need an officer. The board stated they could have a discussion at a police committee meeting.

Ann noted Kevin Meismer (Ratto) has been cleaning up Rt. 116 & Rt. 24 for 17 years and has now picked up 50,000 lbs. of litter. The board discussed ways to recognize the accomplishment.

**b. Superintendent of Public Works**-Rich Brecklin was not in attendance.

**c. Village Attorney**-Bill Streeter had nothing new to report.

**d. Village President**-Mike Hinrichsen reminded the board that a year ago the EDC approved moving forward with inVISION Studios with our Germantown Crossing vision and look where are we are in just 12 months with the successful accomplishments we have made.

**12. Communications to the Board-None**

**13. Adjournment**-A motion was made by Amy Pace to adjourn the meeting at 8:04 p.m. The motion was seconded by Todd Rice. **Motion passed #20.**

Ann Sasso, Village Clerk