

Village of Germantown Hills

Village Board Meeting Minutes

December 15, 2022, 6:00 p.m.

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

Village President/Trustees	Roll Call	1	2	3	4	5	6	7	8	9	10	11 - 13
Jeff DeGroot – President	Present	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Stephanie Chaon	Present	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Heather Armistead	Present	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Nathan Henricks	Present	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Tom Eckstein	Present	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Karl Figg	Present	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Todd Rice	Present	Y	N	Y	Y	Y	Y	Y	Y	Y	Y	Y

Also, in attendance:

Bill Streeter, Village Attorney
Chuck Urban, Village Attorney
Zack Hecht, Public Works
Scott DeSplinter, Village Engineer

Everyone stood and said the Pledge of Allegiance.

2. **Minutes Approval**

a. **November 17, 2022, Village Board Meeting**

A motion was made by Karl Figg to approve the November 17, 2022, Village Board meeting minutes. The motion was seconded by Heather Armistead. **Motion passed #1.**

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

4. **Public Comments on Any Non-Action Items-None**

5. **Current Agenda Items**

a. **Approval of the use of a boundary map and/or the modification and/or abbreviated procedure of the subdivision requirements on the Vangbo Plat of Survey**

Theresa Olsen, owner of the property was in attendance to discuss her property, the Vangbo Plat.

The Planning Commission had made a recommendation to the Village Board of a modification to the normal subdivision plat process. Bill Streeter explained there two

different avenues in the Village Code the board can consider regarding this plat. The modification procedure must constitute an extraordinary hardship. The abbreviated procedure allows a subdivision of 4 or fewer lots to skip the preliminary plat process and go directly to the final plat. The preliminary plat requires more information. The final plat requires some additional information, but most can be found without going back out to the property. If the board is inclined, it appears the property fits this process the best.

Theresa Olsen stated they would like to sell the 2 acres but they don't want to spend any more time and money on property they own.

Scott DeSplinter noted all the steps are not always necessary for small subdivision as this one doesn't have any infrastructure. The abbreviated process allows a developer to skip the preliminary plat process and go directly to the final plat process.

Bill Streeter noted a concern that the board would not want to set a precedent without having a clear understanding of all the requirements.

The board discussed the two processes.

A motion was made by Karl Figg to approve the abbreviated procedure of the Village Code subdivision requirements on the Vangbo Plat. The motion was seconded by Nathan Henricks. **Motion passed #2.**

Ann Sasso will send the plat requirements to the Olsen's engineer that the plat will need to be revised.

b. Approval of the revised software as a Service Agreement (GIS Mapping System) with CMT-The most recent version of the contract has been reviewed by Bill Streeter.

A motion was made by Stephanie Chaon to approve the revised software Service Agreement (GIS Mapping System) The motion was seconded by Karl Figg. **Motion passed #3.**

c. Approval of an appointment to the ZBA to fill the vacancy

Justin Roberts had resigned from the ZBA. Jeff DeGroot made the appointment of Margit Alderson to fill the vacancy.

A motion was made by Karl Figg to approve the appointment of Margit Alderson to the ZBA to fill the vacancy left by Justin Roberts. The motion was seconded by Stephanie Chaon. **Motion passed #4.**

d. Approval for Jamie Zilm to be removed from the CEFCU and Illinois Fund Accounts and to Authorize Ann Sasso to be able to sign as Secretary on the CEFCU Account

Jamie Zilm is no longer employed with the village. Ann Sasso stated CECU needs formal action taken from the village on the changes needed on the village accounts.

A motion was made by Stephanie Chaon to remove Jamie Zilm from the CEFCU and Illinois Fund Accounts and to authorize Ann Sasso to be able to sign as Secretary on the CEFCU account. The motion was seconded by Karl Figg. **Motion passed #5.**

e. Approval to hire a part time Assistant Bookkeeper/Village Treasurer to work up to 20 hours a week as needed

Jeff DeGroot, Nathan Henricks and Ann Sasso interviewed a potential candidate for the Treasurer/Assistant Bookkeeper position. This candidate is very qualified for the position with her education and experience. She has several degrees and work experience.

A motion was made by Karl Figg to hire Easton Deisbeck as a part time Assistant Bookkeeper/Village Treasurer position at \$20/hour to work up to 20 hours a week as needed. The motion was seconded by Tom Eckstein. **Motion passed #6.**

f. Approval for the Village Treasurer to be added to the CEFCU Accounts for transactions and the Illinois Fund Accounts

A motion was made by Todd Rice to approve the Village Treasurer, Easton Deisbeck to be added to the CEFCU accounts for transactions and the Illinois Fund Accounts once she starts her employment with the village. The motion was seconded by Tom Eckstein. **Motion passed #7.**

Ann Sasso noted Easton won't be able to start until the week of January 9th and is still needing to confirm childcare.

g. Approval of An Ordinance Amending the Village of Germantown Hills Code, Village of Germantown Hills, Illinois Regarding the Number of Liquor Licenses
A motion was made by Todd Rice to approve Ordinance #855 An Ordinance Amending the Village of Germantown Hills Code, Village of Germantown Hills, Illinois Regarding the Number of Liquor Licenses. The motion was seconded by Karl Figg. **Motion passed #8.**

h. Approval of an Ordinance Providing for the Annexation of Certain Territory to the Village of Germantown Hills, Woodford County, Illinois (School District #69 Parcel 1)

Ordinance #856

i. Approval of an Ordinance Amending the Germantown Hills Village Zoning Map (School District #69 Parcel 1)

Ordinance #857

j. Approval of an Ordinance Granting a Special Use (School Purposes) (School District #69 Parcel 1)

Ordinance #858

A motion was made by Todd Rice to approve Ordinances 856, 857 & 858 on the annexation, rezoning, special use for the school property-Parcel 1. The motion was seconded by Heather Armistead. **Motion passed #9**

k. Approval of an Ordinance Providing for the Annexation of Certain Territory to the Village of Germantown Hills, Woodford County, Illinois (School District #69 Parcel 2)

Ordinance #859

l. Approval of an Ordinance Amending the Germantown Hills Village Zoning Map (School District #69 Parcel 2)

Ordinance #860

m. Approval of an Ordinance Granting a Special Use (School Purposes including an Athletic Facility) (School District #69 Parcel 2)

Ordinance #861

A motion was made by Nathan Henricks to approve Ordinances 859, 860, & 861 on the annexation, rezoning, and special use for the school property-Parcel 2. The motion was seconded by Tom Eckstein. **Motion passed #10.**

n. Approval of the 2023 Meeting dates for the EDC, Planning Commission and Village Board

A motion was made by Heather Armistead to approve the 2023 meeting dates for the EDC, Planning Commission and Village Board. The motion was seconded by Todd Rice. **Motion passed #11.**

6. Ongoing Agenda Items-None

a. Village Board review of the Journal Entry Report-Ann Sasso noted the journal entry report will be sent once the November numbers are entered.

7. Presentation of Bills

a. General/Sewer/Audit/Business District/MFT Bills- A motion was made by Todd Rice to approve the General, and Sewer bills. The motion was seconded by Heather Armistead. **Motion passed #12.**

8. Reports of Standing Committees

a. Finance-Stephanie Chaon had nothing new to report.

b. Streets/Equipment-Todd Rice had nothing new to report.

c. Personnel-Nathan Henricks had nothing new to report.

d. Police-Karl Figg had nothing new to report.

e. Parks-Heather Armistead had nothing new to report.

f. Sewer-Nathan Henricks had nothing new to report.

g. Storm Water-Tom Eckstein had nothing new to report.

h. Economic Development Council- Jeff DeGroot noted that Dan Mair had reported at EDC that the school has started working on moving the athletic complex forward and will take bids in the spring.

9. Reports of Special Committees-Nothing new to report.

10. Reports of Officers

a. Zoning Officer/Village Clerk/Village Administrator-Ann Sasso had asked the board a question that a resident asked about allowing chickens on larger parcels. The board discussed and agreed to leave the code as written, which doesn't allow them.

Ann Sasso reminded the board that the Santa parade is on Sunday going throughout the village.

b. Director of Public Works-Rich Brecklin was not in attendance. Zack Hecht stated they are doing some cleanup on the new park property. The sewer stabilization project went well, and the German Hills lift station is under construction.

c. Village Attorney-Bill Streeter wished everyone a Merry Christmas and is looking forward to another good year.

d. Village President-Jeff DeGroot had nothing new to report.

11. Communications to the Board-None

12. Adjournment-Next regular meeting: January 19, 2023-A motion was made by Nathan Henricks to adjourn the meeting at 6:45 p.m. The motion was seconded by Stephanie Chaon.
Motion passed #13.

Ann Sasso, Village Clerk