

# Village of Germantown Hills

## Village Board Meeting Minutes

March 16, 2023, 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<br>-<br>13 |
|----------------------------|-----------|---|---|---|---|---|---|---|---|---|----|---------------|
| Jeff DeGroot – President   | Present   | Y | Y | Y | Y | Y | Y | Y | Y |   |    |               |
| Stephanie Chaon            | Present   | Y | Y | Y | Y | Y | Y | Y | Y |   |    |               |
| Heather Armistead          | Present   | Y | Y | Y | Y | Y | Y | - | - |   |    |               |
| Nathan Henricks            | Present   | Y | Y | Y | Y | Y | Y | Y | Y |   |    |               |
| Tom Eckstein               | Present   | Y | Y | Y | Y | Y | Y | Y | Y |   |    |               |
| Karl Figg                  | Present   | Y | Y | Y | Y | Y | Y | Y | Y |   |    |               |
| Todd Rice                  | Present   | Y | Y | Y | Y | Y | Y | - | - |   |    |               |

Also, in attendance:

Bill Streeter, Village Attorney

Chuck Urban, Village Attorney

Zack Hecht, Public Works

Lance Knight, Public Works

Scott DeSplinter, Village Engineer

Woodford County Deputy Polson

Everyone stood and said the Pledge of Allegiance.

### 2. Minutes Approval

#### a. February 16, 2023, Village Board Meeting

A motion was made by Stephanie Chaon to approve the February 16, 2023, Village Board meeting minutes. The motion was seconded by Karl Figg. **Motion passed #1.**

#### b. March 2, 2023, Special Village Board Meeting

A motion was made by Tom Eckstein to approve the March 2, 2023, Special Village Board meeting minutes. The motion was seconded by Karl Figg. **Motion passed #2.**

#### c. March 9, 2023, Special Village Board Meeting

A motion was made by Nathan Henricks to approve the March 9, 2023, Special Village Board meeting minutes. The motion was seconded by Stephanie Chaon. **Motion passed #3.**

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

4. **Public Comments on Any Non-Action Items**-The owner of Ricky's was in attendance to ask the board to consider giving him a liquor license that would enable him to have a video gaming license. He stated the area would have a partition and people would have to be 21 years old to go into that area. He stated there would only be 3 machines and they would bring in some income for him and the community.

Jeff DeGroot asked about enforcement and admittance.

He stated he would be there and there's only one employee. He showed the partitioned area which was a half door with a lock on it.

The board discussed access, processes and parking. The board stated they needed more information, and he would need to work with Ann on the sign regulations. He agreed to bring back more information for the board to consider.

The board will need to realize approving it could set a precedent if Casey's would want the same license.

The Boy Scouts Troop 165 were in attendance for their citizenship merit badge.

### 5. Current Agenda Items

#### a. Approval of the Engineering Agreement for the Somerset Multi-Use Path

A motion was made by Stephanie Chaon to approve the engineering agreement for the Somerset Multi-Use Path phase1/phase 2 engineering not to exceed \$86,000. The motion was seconded by Karl Figg. **Motion passed 4.**

Scott noted the school's project of the pedestrian bridge and trail will connect to the sidewalk at the Arbor Vitae intersection which will connect to the Somerset Multi-Use Path.

#### b. Discussion on the Employee Review Process

Nathan Henricks noted the employees weren't going to be able to make the meeting tonight as previously discussed due to conflicts with their schedules. Nathan stated we felt the need to keep things moving so Zack, Ann and himself met with the employees to discuss the personnel review process that the board had discussed implementing this year. The employees loved the review process and loved that they were going to have more input. They felt that in the past they had some input but didn't feel it was passed onto board level. Nathan asked the employees about trust with the board. It's not that they don't trust the board, but he feels some of this is driven from past boards. So, there's the question of what is driving this feeling as some of them haven't been here long. There was a good discussion with the employees. Nathan Henricks asked that the board go into executive session at the end of the meeting so that specific employees may be discussed.

There were two subjects that did come up with the employees. First, Nathan noted the employees think it is wise that we don't hire summer help this year. They would like to have the opportunity to do the work this year as they feel they can get it done. The

employees noted with the training and overseeing of the summer employee that it would be easier to take care of the work on their own.

Secondly, the employees would like the pager on-call schedule to remain amongst the four employees and continue their present rotation. When the employee who is off returns to work, he may not be able to handle everything so it will be easier schedule wise and planning to leave things as is. The board discussed and agreed.

Ann noted the employees understood what the board was asking for the reviews and were glad to be more of a participant this year.

Nathan Henricks stated the employees have the forms to complete so the reviews can be done soon. The meetings will be scheduled so that the board can decide at their next meeting the employee compensation on April 20<sup>th</sup>. This will have everything completed before May 1<sup>st</sup>.

Jeff DeGroot asked about the employees understanding of the need to keep track of things throughout the year.

Zack Hecht stated he has talked with the employees, and they have come up with some different ideas to track the accomplishments throughout the year.

#### **6. Ongoing Agenda Items-None**

**a. Village Board review of the Journal Entry Report-**Ann Sasso noted the journal entry report is included for review. The journal entries are revenues and transfers entered each month.

#### **7. Presentation of Bills**

**a. General/Sewer/Audit/Business District/MFT Bills-** A motion was made by Stephanie Chaon to approve the General, and Sewer bills. The motion was seconded by Heather Armistead. **Motion passed #5.**

#### **8. Reports of Standing Committees**

**a. Finance-**Stephanie Chaon had nothing new to report other than review of the journal entries.

**b. Streets/Equipment-**Todd Rice stated he mentioned to Zack about meeting on the road inspections.

**c. Personnel-**Nathan Henricks noted that Rich Brecklin is supposed to be back on April 3<sup>rd</sup>.

**d. Police-**Karl Figg stated there will be a new police services contract in May so he would be scheduling a meeting before the April board meeting.

Jeff DeGroot stated he did a ride along with one of the deputies and it was interesting.

**e. Parks-**Heather Armistead reported that the village submitted an RTP grant for the Village Park Trail. She had also reached out to Metamora Park District about a meeting to discuss any questions about managing a large park and they are willing to meet.

**f. Sewer-**Nathan Henricks noted there would be a sewer meeting on the facility plan. Zack Hecht stated the German Hills lift station is running well and they are waiting on an electrical box and couple things to finalize the project.

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

**h. Economic Development Council-** Ann Doubet asked which group the board wanted involved in the comprehensive plan update. Last time it was the EDC but the time before was the planning commission. Ann noted she doesn't have a schedule yet so the board can think about it.

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

**10. Reports of Officers**

**a. Zoning Officer/Village Clerk/Village Administrator-**Ann reviewed the status of all the recent grant submittals. The New Hope Church building is for sale. There will be an annual enterprise zone meeting on March 24<sup>th</sup> for our Northern Tazewell Zone.

**b. Director of Public Works-**Zack Hecht thanked the board for allowing Eddie and himself to attend the wastewater class. Lance and Cory did a great job by themselves keeping up on things in the village. Zack has a list of streets to consider for the upcoming MFT.

Lance Knight stated that he would opt out of going to Edwardsville to take the wastewater class and wait for it to be local again.

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

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

**11. Communications to the Board-**GPEDC sent a thank you note thanking the village for the contribution.

**Executive Session- Executive Session: Open Meetings Act 2(c) 1 to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body.**

A motion was made by Todd Rice to go into executive session at 7:13 p.m. The motion was seconded by Nathan Henricks. **Motion passed #6.**

A motion was made by Nathan Henricks to come out of executive session at 8:03 p.m. The motion was seconded by Karl Figg. **Motion passed #7.**

Nathan Henricks stated Ann is going to update the review forms for the employees. Nathan Henricks, Zack Hecht, and either Tom Eckstein or Karl Figg will be performing the personnel reviews and then a personnel committee and finance meeting will be scheduled with recommendations to the village board.

**12. Adjournment-Next regular meeting: April 20, 2023-**A motion was made by Nathan Henricks to adjourn the meeting at 8:06 p.m. The motion was seconded by Stephanie Chaon. **Motion passed #8.**

Ann Doubet, Village Clerk