

# Village of Germantown Hills

## Village Board Meeting Minutes

**February 15, 2024, 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   |   |   |   |   |   |   |   |   |   |    |               |
| Stephanie Chaon            | Present   | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y  |               |
| Heather Armistead          | Present   | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y  |               |
| Nathan Henricks            | Present   | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y  |               |
| Tom Eckstein               | Present   | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y  |               |
| Karl Figg                  | Absent    | - | - | - | - | - | - | - | - | - | -  |               |
| Todd Rice                  | Present   | Y | Y | Y | Y | Y | Y | Y | N | Y | Y  |               |

Also, in attendance:

- Bill Streeeter, Village Attorney
- Chuck Urban, Village Attorney
- Scott DeSplinter, CMT, Village Engineer
- Rich Brecklin, Director of Public Works

Everyone stood and said the Pledge of Allegiance.

**2. Minutes Approval**

**a. January 18, 2024, Village Board Meeting**

A motion was made by Nathan Henricks to approve the January 18, 2024, Village Board meeting minutes. The motion was seconded by Stephanie Chaon. 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 a Resolution of the Village of Germantown Hills Adopting the 2023 Woodford County Multi-Jurisdictional Multi-Hazard Mitigation Plan**

Ann explained the village is a part of the natural hazard mitigation plan which allows us to be eligible for grant funding opportunities.

A motion was made by Heather Armistead to approve Resolution #2024-01 A Resolution of the Village of Germantown Hills Adopting the 2023 Woodford County

Multi-Jurisdictional Multi-Hazard Mitigation Plan. The motion was seconded by Todd Rice. Motion passed #2.

**b. Approval of the Recording of Meetings**

A motion was made by Heather Armistead to stop the recording of all meeting minutes except those required by state statute. The motion was seconded by Nathan Henricks. Motion passed #3.

**c. Approval of the Website Services Agreement**

Ann reported that we were looking at a website services agreement but the representative from 309 Marketing stated since we are already their client one would not be needed. Bill had recommended confirming the payment schedule and timeline for completion. Ann will confirm the information and let the board know if anything changes.

**d. Approval of the Purchase of the GIS Equipment**

Rich Brecklin explained that for the new GIS mapping system the village will need to purchase two tablets and covers.

A motion was made by Stephanie Chaon to approve the purchase of two tablets for \$1200 each plus covers. The motion was seconded by Heather Armistead. Motion passed #4.

**e. Approval of the Naming of the New Park along Fandel Road**

After the park committee meeting there was a discussion about the history of Germantown Hills and the expanding of our existing small park. Germantown Hills first originated as Oak Grove Park in 1954. The thought would be to expand our existing Oak Grove Park with an easement, which would attach to the new park property. This would allow the village to expand on the community's heritage and historic past on the property that Oak Grove Park was first incorporated.

A motion was made by Nathan Henricks to approve the new park along Fandel Road to be named Oak Grove Park. The motion was seconded by Stephanie Chaon. Motion passed #5.

**f. Approval on the Submission of a Grant Application for the IDNR Recreational Trails Grant Program for Phase 2 at the New Park Trail**

The park committee had made a recommendation to the village board to submit a RTP grant application.

A motion was made by Todd Rice to approve the submission of a grant application for the IDNR Recreational Trails Grant Program for Phase 2 at Oak Grove Park for the second portion of the trail, a restroom, small dog park, and flashing crosswalk signal at Fandel Road. The motion was seconded by Tom Eckstein. Motion passed #6.

**g. Approval of the Engineering Agreement for the Design and Bidding for the New Park – Phase One Improvements**

Scott DeSplinter explained the agreement will be for the design and bidding for the first phase of the trail, entrance, and parking lot not to exceed \$40,000.

A motion was made by Todd Rice to approve the engineering agreement for the design and bidding for Oak Grove Park phase 1 improvements. The motion was seconded by Tom Eckstein. Motion passed #7.

**h. Approval of a Resolution Amending the Personnel Policy**

Ann noted the amendment is to formalize a policy that has already been in place.

A motion was made by Stephanie Chaon to approve Resolution #2024-02 a resolution amending the personnel policy regarding employee uniforms. The motion was seconded by Heather Armistead. Motion passed #8.

**6. Ongoing Agenda Items-None**

**a. Village Board review of the Journal Entry Report-**Ann noted the journal entries are revenues and transfers entered each month. The journal report was reviewed by the board.

**7. Presentation of Bills**

**a. General/Sewer/Audit/Business District/MFT Bills-** A motion was made by Nathan Henricks to approve the General and Sewer bills. The motion was seconded by Tom Eckstein. Motion passed #9.

**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 had nothing new to report.

**c. Personnel-**Nathan Henricks stated the review process will be starting in another month or so.

**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-** Ann Doubet stated the chamber had met today and updated the members on the number of artists at the Art Korner and a financial report.

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

**10. Reports of Officers**

**a. Zoning Officer/Village Clerk/Village Administrator-**Ann asked the board if there was interest in a possible change to the zoning code for aesthetics for a house. Ann explained the recent request. The board agreed to look at some proposed language.

**b. Director of Public Works-Rich** Brecklin stated he is starting to look at the MFT program for next year. Rich is holding off sweeping the streets until the weather changes. Rich ordered some parts for the park and is going to order new mulch. Rich updated the board on an Eagle

Scout request to do a project to retire flags. The Eagle Scout presented his idea to build three boxes where people can drop off flags to be retired. The village would sponsor the project.

Rich reported they are working on grinder pump pm's and manhole inspections. Rich is looking at the need to upgrade the SCADA system. The estimated cost is \$40,000. The engineer for the school put together the MTCO Park sewer permit. Rich noted there will need to be some changes before it can be approved. Rich stated he will be attending a conference next week.

**c. Village Attorney**-Bill Streeter had nothing new to report. Chuck Urban stated with some recent legal changes on the paid leave for all workers act that they would be checking the village's personnel policy for any needed updates.

Chuck Urban noted they are looking at trying to serve a village resident with a processor and have been unable to serve them. Chuck is checking with a private processor.

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

#### **11. Communications to the Board-None**

**12. Adjournment-Next regular meeting: March 21, 2024**-A motion was made by Nathan Henricks to adjourn the meeting at 6:45 p.m. The motion was seconded by Tom Eckstein. Motion passed #10.

Ann Doubet, Village Clerk