

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

**October 17, 2024, 6:00 p.m.**

- 1. Call to Order/Roll Call/Pledge of Allegiance-** Karl Figg 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 - 18
Karl Figg – President	Present											
Heather Armistead	Present	Y	Y	Y	Y	Y	Y	Y	Y			
Elizabeth (Betsy) Cunningham	Present	Y	Y	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			
Paige Patel	Present	Y	Y	Y	Y	Y	Y	Y	Y			
Todd Rice	Present	Y	Y	Y	Y	Y	Y	Y	Y			

Also, in attendance:

Bill Streeter, Village Attorney

Chuck Urban, Village Attorney

Scott DeSplinter, Village Engineer

Zack Hecht, Public Works

Everyone stood and said the Pledge of Allegiance.

- 2. Public Hearing-Nauman Annexation-Reconvened from August 15, 2024**

Karl Figg opened up the public hearing on the Nauman Annexation that had been reconvened from August 15, 2024. There was no one in attendance at the public hearing.

The public hearing was closed.

- 3. Minutes Approval**

- a. September 19, 2024, Village Board Meeting**

A motion was made by Nathan Henricks to approve September 19, 2024, Village Board meeting minutes as revised. The motion was seconded by Heather Armistead. Motion passed #1.

- 4. Public Comments on Any Action Item on the Agenda-** Karl Figg explained the rules for the public comment period as this will not be a question-and-answer period, but each person may speak up to two times for a total of five minutes. There were no public comments.

5. **Public Comments on Any Non-Action Items**-Karl Figg noted the same rules apply for the public comment period on any non-action item. There were no public comments.

6. **Current Agenda Items**

a. **Presentation of the Audit for Fiscal Year 23-24**

Sandy Cook from CliftonLarsonAllen was in attendance to present the village's financial report and audit for Fiscal Year 23-24.

b. **Approval of a Modification of the Subdivision Regulations and the Abbreviated Procedure of the Village Code Regarding the Nauman Preliminary Plat**

Ann Doubet stated the Planning Commission had recommended a modification of the Subdivision Regulations and the Abbreviated Procedure of the Village Code Regarding the Nauman Preliminary Plat. The planning commission recommended allowing Steve Nauman to use an easement off of Forrest Drive instead of a long flag lot to access off of Devon Drive.

Steve Nauman explained his plan and access to the lot. Steve noted it doesn't make sense to annex the lot when the easement is in the county, and he wouldn't be able to utilize any village services at this time.

Heather Armistead noted annexing would allow the benefits of the village's garbage contract price and electrical aggregation savings.

Scott DeSplinter stated the sewer is available, but Steve would have to do a grinder pump system and run the lateral on an easement between lots. A private line is normally not allowed in an easement.

Steve Nauman indicated he has four children and someday he may subdivide the rest of the property. The only recorded access is off of Forrest Drive, which is an easement he acquired years ago from the property owner. He purchased the house at the end of Devon in order to get a 30' public access to his property to the east.

Scott DeSplinter explained the village code in regard to flag lots. On a cul-de-sac you need a 30' public access but elsewhere you would need 100' public access to meet village code. Years ago, the thought process was due to safety concerns was to not allow flag lots.

Heather Armistead noted she thinks this is an extraordinary circumstance to allow the modification but doesn't see any compelling reason to require annexation.

Jason Morris noted the residents of the subdivision are agreeable with the access easement off of Forrest Drive.

A motion was made by Todd Rice to approve the Modification of the Subdivision Regulations and the Abbreviated Procedure of the Village Code Regarding the Nauman Preliminary Plat. The motion was seconded by Heather Armistead. Motion passed #2.

c. **Approval of the Annexation Agreement for the Nauman Property**

This agenda item was not needed as there was board consensus not to annex the property.

**d. Approval of an Ordinance Providing for the Annexation of Certain Territory to the Village of Germantown Hills, Woodford County, Illinois (Nauman)**

This agenda item was not needed as there was board consensus not to annex the property.

**e. Approval of Pay Application #1 for the Oak Grove Park Phase 1**

Scott DeSplinter stated the project is going well. They are hoping to pave the trail and parking lot on Tuesday with final completion in about two weeks.

A motion was made by Nathan Henricks to approve Pay Application #1 for the Oak Grove Park Phase 1 for \$66,330.00. The motion was seconded by Tom Eckstein. Motion passed #3.

**f. Approval of Change Order #1 for the WWTP No. 2 Sludge Removal Project**

Scott DeSplinter stated initially he and Rich Brecklin had thought some of the rock could stay onsite but when they looked at possible long-term maintenance and additional costs it made sense to go ahead and remove it. The project is still below the cost estimate.

A motion was made by Paige Patel to approve the Change Order #1 for the WWTP No. 2 Sludge Removal Project in the amount of \$17,500.00. The motion was seconded by Heather Armistead. Motion passed #4.

**g. Approval of Pay Application #1 for the WWTP No. 2 Sludge Removal Project**

Scott DeSplinter presented pay application #1 for the WWTP No. 2 Sludge Removal Project. The project is almost complete, and it has gone well.

A motion was made by Heather Armistead to approve Pay Application #1 for the WWTP No. 2 Sludge Removal Project in the amount of \$382,287.50. The motion was seconded by Paige Patel. Motion passed #5

**h. Appointment of Comprehensive Plan Committee**

In working with the Tri-County Planning Commission on the comprehensive plan update the Village President selected the members of the new Comprehensive Plan Committee. Based on the recommendation of TCRPC, the members represent a diverse group of residents. The Committee is charged with soliciting, gathering, and compiling public input, and conveying that input to TCRPC. There will be opportunities for citizens to contribute as a part of the public engagement.

Bill Streeter noted the village code allows the village president to create an ad hoc committee.

Karl Figg made the appointments for the Comprehensive Plan Committee. They include Heather Armistead, Nathan Henricks, Marc Wright, John Taylor, Dan Mair, Ann Doubet, AJ Friedrich, and Stephanie Chaon.

Todd Rice questioned the appointment of a couple of members on the committee, how the committee is made up, and recommended some potential changes.

Karl Figg will consider the recommendation as he can add to the group.

**i. Discussion and Approval of the Request to IDOT for a Special Sign along Rt. 116**

IDOT won't put a sign up for special honors for a person in the community without a request from the village. In order to put up a sign for Anna Peplowski's silver medal at the Olympics, the village needs to make a request for a special sign to be put up along Route 116 and will have to pay for the signs as IDOT doesn't provide the signs. Each sign at each end of the village will cost approximately \$400.

A motion was made by Nathan Henricks to approve the request to IDOT for a Special Sign along Route 116 for Anna Peplowski. The motion was seconded by Tom Eckstein. Motion passed #6.

**j. Approval of a Memorandum of Understanding between the Woodford County Circuit Clerk, Woodford County Sheriff Matt Smith, Eureka Police Chief Alex Collinge, Metamora Police Chief Brad Redman, El Paso Police Chief Joe Montemurro and the Mayors/Presidents of Minonk, Roanoke, Germantown Hills, Spring Bay, Bayview Gardens, Kappa, Deer Creek and Washburn, Illinois.**

Ann Doubet noted this is an agreement Woodford County is asking the municipalities to enter into moving forward. The nominal monthly fee (a couple hundred dollars a year) the village receives for e-citations will be put into an e-citation account to help maintain the software program the county is using to benefit the law enforcement officers and their ticketing procedure.

The board had questions about the amount and the program. Ann will get the additional information.

**k. Village President Committee Appointments**

Karl Figg made the appointment of Paige Patel to be the Finance Committee Chairperson and Betsy Cunningham as the Police Committee Chairperson.

**7. Ongoing Agenda Items**

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

**8. Presentation of Bills**

**a. General/Sewer/Audit/Business District/MFT Bills-** A motion was made by Heather Armistead to approve the General and Sewer bills. The motion was seconded by Paige Patel. Motion passed #7.

**9. Reports of Standing Committees**

**a. Finance-**The journal report was presented for review. Paige Patel had nothing new to report. Ann Doubet stated we would be working on the tax levy.

**b. Streets/Equipment-**Todd Rice stated he has concerns about the drainage from the new MTCO Park for a resident along Townhall Road. Todd feels the contractor has made the drainage worse and this needs to be corrected.

Ann Doubet noted the school's engineers and contractor are working together to see what needs to be done. Ann will get an update on what is being done to correct the issue.

Todd Rice noted the speed limit in Rome was lowered due to a recent fatality. Ann will reach out to IDOT to see how it was approved to be lowered.

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

**d. Police**-Betsy Cunningham 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 stated he will be scheduling a stormwater committee meeting soon.

**h. Economic Development Council**-. Ann Doubet noted at the Chamber meeting there were updates on the Trunk or Treat on October 26<sup>th</sup> at Little Oaks Daycare and the Community Prayer Breakfast will be held on November 13<sup>th</sup>. There's a new business in the old church off of Woodland Knolls Road. The business repairs currency counters.

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

#### **11. Reports of Officers**

**a. Zoning Officer/Village Clerk/Village Administrator**-Ann Doubet stated the farmer's market has gone well, and we added some new vendors this year. EDC discussed ways for next year to market the event even more.

The EDC discussed recommending to the village board to put the 4-acre lot out for bid since MTCO Park is almost completed.

Ann updated the board on the grants and projects. Oak Grove Park Phase 1 is going well. The Woodland Knolls sidewalk is completed. The pedestrian bridge/trail grant for engineering is in the process but they are now looking at doing a tunnel. The Germantown Hills to Metamora Trail engineering is in the process, as is the feasibility study for the Germantown Hills to McClugage Bridge Trail. The village has not heard back yet on the Oak Grove Park Phase 2 Grant or the J.R. White Redevelopment Grant. Ann will check to see if there's an update.

**b. Public Works**-Zack Hecht stated the plows and trucks have been checked. They have been trimming trees on the snow routes. Sewer plant 2 project is finishing up and the road is holding up. The SCADAWARE update has been completed. Zack ordered some new grinder pumps. After the MFT work there was some additional rock put down along the shoulders. The employees pulled out some of the rock that was excessive in some areas.

Nathan Henricks thanked the employees as it is way better since they removed the extra rock.

Scott DeSplinter stated the GIS training is going to be scheduled with the employees in a couple of weeks.

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

d. **Village President**-Karl Figg had nothing new to report.

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

**13. Adjournment-Next regular meeting: November 21, 2024**-A motion was made by Nathan Henricks to adjourn the meeting at 7:41 p.m. The motion was seconded by Paige Patel. Motion passed #8.

Ann Doubet  
Village Clerk