

**VILLAGE OF HAMPSHIRE  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
MINUTES  
January 21, 2021**

The regular meeting of the Village Board of Hampshire was called to order by Village President Jeffrey Magnussen at 7:00 p.m. in the Village of Hampshire Village Board Room, 234 S. State Street, on Thursday, January 21, 2021.

Trustee Kelly made a motion to allow Trustees Krajecki and Robinson to join the meeting electronically:

Seconded by Trustee Reid  
Motion carried by roll call vote.  
Ayes: Kelly, Koth, Reid, and Klein  
Nays: None  
Absent: None

Present: Christine Klein, Toby Koth, Mike Reid, Aaron Kelly, and Jeffrey Magnussen.

Electronically: Ryan Krajecki and Erik Robinson.

A quorum was established.

Also Present: Village Manager Jay Hedges, Village Clerk Linda Vasquez, Finance Director Lori Lyons, Police Chief Brian Thompson, and Assistant to the Village Manager Josh Wray.

Also electronically: Village Attorney Mark Schuster, Village Engineer Tim Paulson, and John Harris and Lizzy Kreindler from a5.

President Magnussen led the Pledge of Allegiance.

**MINUTES**

Trustee Kelly moved to approve the minutes of January 7, 2021.

Seconded by Trustee Krajecki  
Motion carried by roll call vote.  
Ayes: Kelly, Koth, Klein, Krajecki, Robinson, Reid  
Nays: None  
Absent: None

Village President Magnussen announced the Village sends out condolences to the family of Bob & Linda Vasquez on the passing of their daughter Rachel Vasquez, the family of Walter Riemers who is believed to be found deceased after having gone missing in November, and the family of Emanuel Delgado for the passing of their 14 years old child.

There was a moment of silence.

**VILLAGE MANAGER REPORT:**

Trustee Krajecki moved to reappoint William Albert to the Zoning Board of Appeals for a

5-year term.

Seconded by Trustee Klein  
Motion carried by roll call vote.  
Ayes: Koth, Klein, Krajecki, Robinson, Reid  
Nays: None  
Absent: None  
Present: Kelly

Trustee Klein moved to reappoint Ken Swanson to the Plan Commission for a 3-year term.

Seconded by Trustee Krajecki  
Motion carried by roll call vote.  
Ayes: Klein, Koth, Krajecki, Robinson, Reid  
Nays: None  
Absent: None  
Present: Kelly

Trustee Koth moved to approve second payment in the amount of \$6,963.30 for the Highland Avenue Storm Sewer Improvements project to Stark and Sons Trenching, Inc.

Seconded by Trustee Kelly  
Motion carried by roll call vote.  
Ayes: Kelly, Koth, Klein, Krajecki, Robinson, Reid  
Nays: None  
Absent: None

Trustee Klein moved to approve the engagement with Lauterbach & Amen, LLP for FY2020 Audit Services in the amount of \$26,700.

Seconded by Trustee Robinson  
Motion carried by roll call vote.  
Ayes: Kelly, Koth, Klein, Krajecki, Robinson, Reid  
Nays: None  
Absent: None

Village Manager Hedges noted that the Village will likely go out for bid for audit services after the FY2020 audit is completed.

Presentation on the Project at the Intersection of State Street and Rt. 72.

Tim Paulson from EEI presented a summary of the project beginnings, the status, the schedule moving forward, the improvements to be made, and the associated costs.

The project was initiated in 2013 and will be bid this summer. Improvements will include adding underground stormwater drainage capacity, new intersection signals and lighting, new paths and sidewalks, and Village utilities. Additionally, staff was asked to bring the following items to IDOT for confirmation or consideration:

- The Board wants to confirm who will be responsible for maintaining the pathway.
- Trustee Robinson would like to see a sidewalk and crosswalk by the BP gas station.
- Trustee Reid would like to confirm if the electricity being brought through for the new street lighting will be accessible to Henpeck Park so the Village can have an electrical signage board.

- Trustee Kelly would like IDOT to consider adding sidewalk on the north side of Rt. 72 to connect the intersection to where a future sidewalk will be in front of the future commercial mall.

Josh Wray Assistant to the Village Manager gave a Building Department report, including a report on the transition to SAFEbuilt. All permits and inspections moving forward will be done by SAFEbuilt using the new online system, Community Core.

## **VILLAGE BOARD COMMITTEE REPORTS**

- a) **Business Development** – Trustee Krajecki reported the BDC will be starting an ambassador program lead by Karen Trzaska to get feedback from business owners. The BDC will also be reviewing the Village’s Comprehensive Plan to consider the planned commercial space in the Village. Stitching on State has been sold but will remain as is with no changes.

b) **Finance** –

a. **Accounts Payable** –

Trustee Kelly moved to approve the Accounts Payable in the sum of \$151,797.17 paid on or before January 27, 2021.

Seconded by Trustee Robinson  
 Motion carried by roll call vote.  
 Ayes: Kelly, Klein, Koth, Krajecki, Robinson, Reid  
 Nays: None  
 Absent: None

Trustee Kelly commented that the Village’s fees for webhosting seem outrageous. Trustee Reid noted that our prices are higher than other website types because of the public meeting tracking and FOIA requirements. Village Manager Hedges said staff will investigate the competitiveness of the current service costs.

Staff provided the FY2022 budget calendar. The Finance Committee will have its first meeting March 1, 2021, which will be scheduled as a working session.

Trustee Klein wanted to thank Finance Director Lyons for catching us up with the audit. Village Manager Hedges also thank Ms. Lyons for all her hard work and dedication to us getting caught up. Ms. Lyons noted that Terry, the Village’s new Accounting Manager, has been instrumental in the progress.

Trustee Kelly would like to see a report on funds, including current balances, in-flow, and out-flow. Village Manager Hedges reported that staff is currently working on doing a forecast for this year and next year. Staff will start producing regular financial reports for the Board after the end of the fiscal year.

- c) **Public Relations** – Trustee Reid announced the PR Committee has come to a logo and tagline agreement after getting input from the BDC and various others and after going through several concepts and iterations. John Harris from a5 presented the new logo and tagline as the beginning of the new brand for the Village.

Trustee Reid moved to approve the new logo and tagline as presented.

Seconded by Trustee Kelly

Motion carried by roll call vote.

Ayes: Kelly, Klein, Koth, Krajecki, Robinson, Reid

Nays: None

Absent: None

d) **Planning/Zoning** – No report

e) **Public Safety** – No report

f) **Fields & Trails** – No report

g) **Village Services** – Trustee Kelly and Village Manager Hedges will be meeting with Waste Management to discuss contract renewal. Trustee Kelly will also be talking to Flood Bros. Trustee Kelly will be recommending the Village go out for bid for this contract to make sure the Village is receiving competitive service.

h) **Public Works** – No report

#### **ANNOUNCEMENTS**

Village Manager Hedges reported there were 88 people tested at the COVID-19 testing last week at the high school. They will be testing again Sunday, January 24<sup>th</sup> at Hampshire High School.

#### **ADJOURNMENT**

Trustee Kelly moved to adjourn the Village Board meeting at 8:53 p.m.

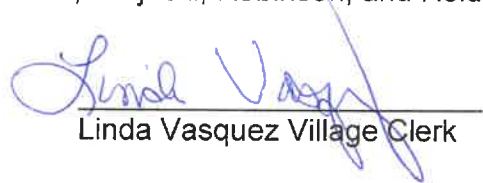
Seconded by Trustee Klein

Motion carried by roll call vote

Ayes: Kelly, Klein, Koth, Krajecki, Robinson, and Reid

Nays: None

Absent: None



Linda Vasquez Village Clerk