

**REGULAR MEETING OF THE BOARD OF TRUSTEES  
MINUTES  
August 5, 2021**

The regular meeting of the Village Board of Hampshire was called to order by Village President Michael J. Reid Jr. at 7:00 p.m. in the Village of Hampshire Village Board Room, 234 S. State Street, on Thursday, August 5, 2021.

Roll Call by Village Clerk Vasquez:

Present: Heather Fodor, Aaron Kelly, Toby Koth, Lionel Mott, Laura Pollastrini, Erik Robinson.

Absent: None

A quorum was established.

Also, present in person were Village Manager Jay Hedges, Village Clerk Linda Vasquez, Finance Director Lori Lyons, Police Chief Brian Thompson, Assistant to the Village Manager Josh Wray, and Village Attorney Mark Schuster. Also, present electronically: Tim Paulson – EEI.

President Reid led the Pledge of Allegiance.

**PUBLIC COMMENTS**

Carl Palmisano wanted to thank everyone in making this year's Coon Creek Country Days the best festival ever. There were no issues reported; everything went very smoothly. The next Coon Creek Committee meeting is August 17 at 7:15 p.m. here at the Village Hall all are invited to provide input/feedback.

**MINUTES**

Trustee Pollastrini moved to approve the minutes of July 15, 2021, with the changes.

Seconded by Trustee Kelly

Motion carried by roll call vote.

Ayes: Kelly, Fodor, Koth, Mott, Pollastrini and Robinson

Nays: None

Absent: None

**VILLAGE MANAGER'S REPORT**

A motion to appoint Susie Kopacz to the Business Development Commission for a Three (3) Year Term.

President Reid introduced BDC Chairman Ryan Krajecki who conducted interviews with the two candidates for this seat. Both President Reid and Chairman Krajecki recommend Susie Kopacz. Chairman Krajecki added that she has been with the BDC for 3 years and has been one of the most significant contributors.

Trustee Koth moved to appoint Susie Kopacz to the Business Development Commission for a Three (3) Year Term.

Seconded by Trustee Kelly

Motion carried by roll call vote.  
Ayes: Fodor, Kelly, Koth, Mott, Pollastrini, Robinson  
Nays: None  
Absent: None

A Motion to Approve a Raffle for White Riders Snowmobile Club for (3) Cash Prizes Totaling \$2,300.

Trustee Pollastrini moved to approve a raffle for White Riders Snowmobile Club for (3) cash prizes totaling \$2,300.

Seconded by Trustee Mott  
Motion carried by roll call vote.  
Ayes: Fodor, Kelly, Koth, Mott, Pollastrini, Robinson  
Nays: None  
Absent: None

A Motion to Approve an Agreement for Water Supply Services at 17N075 Harmony Road, Hampshire Township

Trustee Kelly asked why the agreement included only \$5 per month for capital improvement fees as opposed to \$10, to which Finance Director Lyons responded it is because they are only paying for water and not also sewer.

Trustee Koth moved to approve an agreement for Water Supply Services at 17N075 Harmony Road, the Dieckman Property.

Seconded by Trustee Fodor  
Motion carried by roll call vote.  
Ayes: Fodor, Kelly, Koth, Mott, Pollastrini, Robinson.  
Nays: None  
Absent: None

A Motion to Approve the Façade Improvement Grant to Ambrose Seyller for the Property at 165 State Street for 75% of the Total Project Cost of \$41,450 or \$31,087.50.

Trustee Kelly reported there was discussion whether the work being done to the rear of the building facing the alley should be included that resulted in a 3-2 vote from the BDC. The two nays were because the alley portion was included in the motion made at the BDC meeting. Village Manager Hedges added that the three aye votes were because the alley-facing improvements are actually visible from Washington St. Trustee Koth said the BDC should refine what is allowed under the program. Village Manager Hedges noted that the BDC also discussed not funding the alley-facing improvements in order to use those funds for other projects.

Trustee Robinson moved to approve the Façade Improvement Grant to Ambrose Seyller for the property at 165 State Street for 75% of the total project cost of \$41,450 or \$31,087.50.

Seconded by Trustee Koth  
Motion carried by roll call vote.  
Ayes: Fodor, Koth, Mott, Pollastrini, Robinson.  
Nays: Kelly

Absent: None

Trustee Kelly noted that his nay vote here was simply because he did not want to fund the alley-facing improvements. He believes the overall project is great.

A Motion to Approve the Façade Improvement Grant to Kelly Zopfi for the property at 148 Washington for 50% of the Total Project cost of \$61,255, or \$30,680.

Trustee Kelly noted that the BDC voted to fund this project with everything left in the program budget, which worked out to 50% of the project cost. The BDC would have liked to fund it at a higher level.

Trustee Robinson asked if any other applications will be coming in, to which Trustee Kelly responded that there are no other known applications.

Trustee Kelly moved to approve the Façade Improvement Grant to Kelly Zopfi for the property at 148 Washington for 50% of the total project cost of \$61,255, or \$30,680.

Seconded by Trustee Robinson

Motion carried by roll call vote.

Ayes: Fodor, Kelly, Mott, Pollastrini, Koth, and Robinson

Nays: None

Absent: None

A Motion to Accept the Low Bid and Approval of the Award for the Julie Lane Resurfacing Project to Peter Baker and Sons, Co. of Lake Bluff, IL in the Amount of \$148,136.70.

Trustee Kelly asked if there is any concern about this lowest bid being an outlier since all other bids were much higher. Tim Paulsen from EEI responded that EEI is not concerned since this is a good company. He explained that contractors can have holes in their schedules this time of year, so they likely bid low to be as competitive as possible in order to stay busy.

Trustee Pollastrini asked if there is a timeline for this project. Mr. Paulsen responded that there is not an official timeline until the contract is awarded, but the anticipated period is September to early October.

Trustee Fodor asked about resident notification. Village Manager Hedges said the Streets Department will notify affected residents.

Trustee Fodor moved to accept the low bid, and approval of the award for the Julie Lane Resurfacing project to Peter Baker and Sons, Co. of Lake Bluff, IL in the amount of \$148,136.70.

Seconded by Trustee Pollastrini

Motion carried by roll call vote.

Ayes: Fodor, Kelly, Koth, Mott, Pollastrini and Robinson.

Nays: None

Absent: None

Building Report

Assistant to the Village Manager Wray provided a monthly building report highlighting the number and types of permits issued, value added to the Village, fees collected, and any special notes about projects.

### Streets Report

The packet included a monthly Streets report from Streets Supervisor Dave Starrett. Village Manager Hedges made one special note that the department saved the Village \$8,799 by doing in-house work with the new sweeper rather than contracting it out as in the past.

### Treasurer's Report

Finance Director Lyons provided a monthly financial report highlighting current revenues and expenses to date compared to budgeted numbers expected at this time of the year. She noted that use tax revenue is lower than budgeted, but that number is very difficult to predict at budget time; places for eating tax revenue is lower than budget because the new tax did not start until July; admin capital outlay expenses are higher than budget because the branding work done in the board room was not budgeted; and, the IEPA loan accounting always looks odd because of timing, but it will be exactly on track at the end of the fiscal year.

### A Motion to Approve the August 5, 2021 Accounts Payable to Personnel.

Trustee Robinson moved to approve the Accounts Payable for Nicholas Orsolini and Linda Vasquez in the sum of \$64.64 00 paid on or before August 11, 2021.

Seconded by Trustee Kelly  
Motion carried by roll call vote.  
Ayes: Fodor, Kelly, Koth, Mott, Pollastrini and Robinson.  
Nays: None  
Absent: None

### A Motion to Approve the August 5, 2021 Regular Accounts Payable

Trustee Koth asked if the Village had recouped money for police overtime at the Kave. Village Manager Hedges said not yet, but the amount has been identified, and he expects the money to be recouped soon.

Trustee Kelly asked what the water leak detection expense was for. Finance Director Lyons explained this is part of the Village-wide leak detection survey budgeted for this year. Mr. Hedges added that leak detection will occur every other year from now on in an effort to find leaks soon and avoid losing money on unbilled water loss.

Trustee Mott moved to approve the Accounts Payable in the sum of \$222,365.99 paid on or before August 11, 2021.

Seconded by Trustee Fodor  
Motion carried by roll call vote.  
Ayes: Fodor, Kelly, Koth, Mott, Pollastrini and Robinson.  
Nays: None  
Absent: None

## COMMITTEE / COMMISSION REPORTS

- a) Public Relations – Trustee Fodor reported that the committee will have a meeting August 26, 2021 at 7 p.m.

Village Manager Hedges added that the Village is looking at hiring a social media intern to assist in the Village's posting and to help with marketing strategies.

- b) Budget – No report

- c) Business Development Commission – Trustee Kelly reported that we have been doing some great projects with more to come. Next meeting will be next Wednesday, August 11, 2021 at 6:30 p.m.

- d) Public Works – Trustee Koth reported the walkway on Jake is now sealed and coated.

Mr. Hedges added that the public works trucks looked great in the parade.

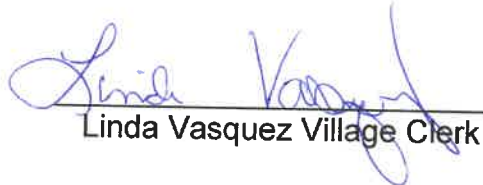
## ANNOUNCEMENTS

Trustee Kelly thanked Public Works staff for being at Coon Creek Country Days and doing such a great job at the touch a truck along with the Police Department. Trustee Pollastrini added that people came from all over to do the touch-a-truck with their kids. The Village staff did great with the families.

## ADJOURNMENT

Trustee Robinson moved to adjourn the Village Board meeting at 7:45 p.m.

Seconded by Trustee Kelly  
Motion carried by roll call vote.  
Ayes: Fodor, Kelly, Koth, Mott, Pollastrini and Robinson  
Nays: None  
Absent: None

  
Linda Vasquez Village Clerk