



Village of Hampshire
Village Board Meeting
Thursday, June 6, 2024 - 7:00 PM
Hampshire Village Hall
234 South State Street, Hampshire, IL 60140

AGENDA

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Public Comments
5. A Motion to Approve the Meeting Minutes from May 16, 2024
6. Appointments
 - a. Appointment of Christopher Hessenflow to the Police Pension Board for a 2-Year Term to Expire May 2026.
7. Village Manager's Report
 - a. Ordinance Approving the Establishment of Special Service Area No. 30 for Brier Hill Ventures.
 - b. Resolution Waiving Bidding and Authorizing the Purchase of Vehicles for the Police, Utilities and Streets Department in the Amount of \$192,251.57.
 - c. Ordinance Amending Chapter 1 Article VIII of the Municipal Code regarding Village of Hampshire Employee Handbook.
 - d. Motion to Authorize Payment for Well 9 Water Treatment Plan Media Replacement to Global Water Services, LLC in the Amount of \$125,575.
8. Staff Reports
 - a. Building Report
 - b. Streets Report
 - c. Engineering Report
9. Accounts Payable
 - a. A Motion to Approve the June 6, 2024, Accounts Payable to Personnel
 - b. A Motion to Approve the June 6, 2024, Regular Accounts Payable
10. Village Board Committee Reports
 - a. Business Development Commission
 - b. Public Works Committee
 - c. Budget Committee
11. New Business
12. Announcements

13. Executive Session

14. Adjournment

Public Comments: The Board will allow each person who is properly registered to speak a maximum time of five (5) minutes, provided the Village President may reduce the maximum time to three (3) minutes before public comments begin if more than five (5) persons have registered to speak. Public comment is meant to allow for expression of opinion on, or for inquiry regarding, public affairs but is not meant for debate with the Board or its members. Good order and proper decorum shall always be maintained.

Recording: Please note that all meetings held by videoconference may be recorded, and all recordings will be made public. While State Law does not require consent, by requesting an invitation, joining the meeting by link or streaming, all participants acknowledge and consent to their image and voice being recorded and made available for public viewing.

Accommodations: The Village of Hampshire, in compliance with the Americans with Disabilities Act, requests that persons with disabilities, who require certain accommodations to allow them to observe and/or participate in the meeting(s) or have questions about the accessibility of the meeting(s) or facilities, contact the Village at 847-683-2181 to allow the Village to make reasonable accommodations for these persons.



Village of Hampshire
Village Board Meeting Minutes
Thursday, May 16, 2024 - 7:00 PM
Hampshire Village Hall
234 South State Street, Hampshire, IL 60140

1. Call to Order

Village President Michael J. Reid Jr. called to order the Village Board Meeting at 7:00 p.m. in the Village of Hampshire Village Board Room, 234 S. State Street, on Thursday, May 16, 2024.

2. Roll Call by Village Clerk, Karen Stuehler:

Present: Village President Michael J. Reid Jr., Trustee Heather Fodor, Trustee Aaron Kelly, Trustee Toby Koth, Trustee Lionel Mott, Trustee Laura Pollastrini, Trustee Erik Robinson.

A Quorum was Established.

Others Present: Village Manager Jay Hedges, Village Clerk Karen Stuehler, Chief Pann, Finance Director Lori Lyons, Village Attorney James Vasselli, Assistant Village Manager for Development Mo Khan, Tim Paulson from EEI joined remotely.

Pledge of Allegiance

Village President Michael J. Reid led the Pledge of Allegiance.

3. Public Comments

Ronald Ross Jr. spoke regarding his concerns about his water bill being estimated for a long period and the amount once he received a final read.

Karen Trzaska introduced herself to the Board and is the owner to American General Storage which is now open in Hampshire. She also stated that the facilities name is American General Storage not Stanley Storage.

4. A Motion to Approve the Meeting Minutes from May 2, 2024

- a. Trustee Pollastrini moved to approve meeting minutes with corrections for the May 2, 2024, Village Board Meeting.

Seconded by: Trustee Mott.

Roll Call Vote:

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

Nayes: None.

Absent: None.

Abstain: None.

Motion Approved.

5. **Appointments**

- a. A motion to Appoint Richard Frillman to the Planning & Zoning Commission for 5 Year Term to Expire on May 2029.

Trustee Koth moved to Approve to Appoint Richard Frillman to the Planning & Zoning Commission for a 5 Year Term to Expire on May 2029.

Seconded by Trustee Pollastrini.

All Call Vote:

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

Nayes: None

Absent: None

Motion Approved.

6. **Public Hearing**

- a. President Michael J. Reid Public Opened the Public meeting at 7:09 p.m. regarding the Establishment of Special Service Area (SSA) No. 28 for Stanley Storage Development. (American General Storage)

All Publications were made.

Trustee Kelly moved to close the Public Hearing at 7:15 p.m.

Seconded by Trustee Robinson.

All Call Vote:

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

Nayes: None

Absent: None

Motion Approved

- b. President Michael J. Reid Jr. Opened the Public Hearing at 7:16 p.m. regarding the Establishment of Special Service Area (SSA) No. 31 for Pet Ag Development.

All Publications were made.

Trustee Kelly moved to close the Public Hearing at 7:17 p.m.

Seconded by Trustee Fodor

All Call Vote:

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

Nayes: None

Absent: None

Motion Approved.

7. **Village Manager's Report**

- a. Utilities Master Plan Messaging Presentation was given by Melanie Santostefano.

Melanie explained the steps that have been taken to date to inform the residents of the increase for their Utility bill.

Trustee Pollastrini left the meeting at 7:47.

- b. Resolution 24-16 Approving a Letter of Credit Reduction for Prairie Ridge Neighborhood J.

Trustee Fodor moved to approve Resolution 24-16 Approving a Letter of Credit Reduction for Prairie Ridge Neighborhood J

Seconded by: Trustee Robinson.

Roll call Vote:

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

Nayes: None.

Absent: Pollastrini.

Abstain: None.

Motion Approved.

8. **Staff Reports**

- a. Police Report

Chief Pann Reported on April activity scorecard for the Police Department.

- b. Financial Report

9. **Accounts Payable**

- a. A Motion to Approve the May 16, 2024, Accounts Payable to Personnel in the amount of \$160.95.

Trustee Koth moved to approve the May 16, 2024, Accounts Payable to Personnel in the amount of \$160.95.

Seconded by: Trustee Kelly.

Roll Call Vote.

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

Nayes: None.

Absent: Pollastrini

Motion Approved.

- b. A Motion to Approve May 16, 2024, Regular Accounts Payable in the amount of \$622,927.38.

Trustee Robinson moved to approve the May 16, 2024, Regular Accounts Payable in the amount of \$622,927.38.

Seconded by: Trustee Fodor.

Roll Call Vote.

Ayes: Fodor, Kelly Koth Mott, Robinson.

Nayes: None.

Absent: Pollastrini

Motion Approved.

Village Board Committee Reports

- a. Business Development Commission

Mr. Kelly reported that they did not meet in May. The next meeting will be June 12, 2024.

- b. Public Works Committee

Mr. Hedges reported that some of the lights are up downtown, and that more lights will be added to complete the project. Also Thank you to Dave Starrett and crew for assisting with the project.

- c. Budget Committee

None

New Business

President Reid announced a Proclamation for Motorcycle Awareness Month, May 2024. He also reminded everyone that it is against the Village Ordinance and State Law to blow any grass clippings into the street.

Announcements

Trustee Fodor had several announcements.

- a. D300 Graduation will be May 17, 2024 and Congratulations to all students

- graduating in 2024.
- b. Hampshire High School Lacrosse Team continues in their playoffs after beating Batavia 22-6 on May 15. They will be playing Nequa Valley on Monday May 20.
 - c. Hampshire High School Girls Track was going to State May 16. A special thank you to the Hampshire Fire Protection for their escort.
 - d. Illinois High School Musical Theatre Awards nominated "The Prom" for Best Ensemble Performance by the Illinois High School Musical Theatre Awards. Congratulations to two High School students for their accomplishment.
 - e. Trustee Kelly reiterated that shooting grass into the roadway was a violation of the law.
 - f. Trustee Kelly would like to thank Mr. Ross for coming in to speak and would like to have further discussion regarding the policy and procedures for estimated water bills.
 - g. President Reid wanted to announce that Cop on a rooftop would take place on Friday, May 17 at Dunkin Donuts.
 - h. Chief Pann announced they will be selling raffle tickets for a Harley Davidson Motorcycle. All proceeds will be donated to Special Olympics.

Executive Session

None

Adjournment

Trustee Kelly moved to adjourn at 8:25 p.m.

Seconded by: Trustee Fodor.

All Call Vote.

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

Nayes: None.

Absent: Pollastrini

Motion Approved.



Village of Hampshire
234 S. State Street
Hampshire, IL 60140

Application to Serve on a Committee or Board

Name CHRISTOPHER HESSEN FLOW Date 5/24/2024

Address 996 COMD CIRCLE

City HAMPSHIRE State IL Zip Code 60140

Home Telephone [redacted] Work Telephone [redacted] Cell [redacted]

Email Address [redacted]

How many years have you resided in Hampshire? 1 and 15 years previously Date of Birth [redacted] (Required for background check)

Please rate in order of preference the Commission(s) you wish to serve on (#1 being first choice):
Board of Police Commissioners
Police Pension Board
Business Development Commission
Planning and Zoning
Beautification Committee

Would you be able to attend regularly scheduled meetings (see website for schedule and commission descriptions)? Yes

Education Background BS ECONOMICS, GEORGE MASON UNIVERSITY

Current Employer WEALTHCARE Job Title FINANCIAL PLANNING

Employment Background: BANKING & FINANCIAL SERVICES EXPERIENCE 20+ years

Briefly indicate your interest in the Commission(s) chosen above I SERVED ON THE POLICE PENSION BOARD FOR 10+ years and served the Hampshire Community for more -

Please attach any additional information that you feel is pertinent to the Commission(s) for which you are applying.

Applicant Signature [redacted] Date 5/24/2024



Village of Hampshire
234 S. State Street, Hampshire IL 60140
Phone: 847-683-2181 www.hampshireil.org

Agenda Supplement

TO: President Reid; Board of Trustees
FROM: Mo Khan, Assistant Village Manager for Development
FOR: Village Board Meeting on June 6, 2024
RE: Special Service Area No. 30 Establishment Ordinance

Background: Kane County Stormwater Ordinance requires Special Service Areas (SSA) to be established for projects that require detention/retention areas. The SSA is established to cover costs for the maintenance of the areas by the Village if the property owner fails to do so. The majority of these SSAs are back-up since the primary responsibility for maintenance of the areas is on the property owner or association.

Establishing an SSA is a three-step process. The first step is for the Village Board to pass an ordinance proposing the establishment of an SSA. The second step is holding a public hearing. Sixty days after the establishment ordinance is passed, the Village is required to hold a public hearing to solicit any comments regarding the establishment of the SSA. The last step is to pass the ordinance creating the SSA, which occurs sixty days after the public hearing is held.

The first step, which is to propose the establishment of the SSA, was completed at the January 18th, 2024 Village Board Meeting. The second step, which is to hold a public hearing to solicit comments, was completed at the March 21, 2024 Village Board Meeting.

VILLAGE OF HAMPSHIRE

ORDINANCE NO. 24 -

AN ORDINANCE
ESTABLISHING SPECIAL SERVICE AREA #30
IN THE VILLAGE OF HAMPSHIRE,
KANE AND MCHENRY COUNTIES, ILLINOIS

ADOPTED BY
THE PRESIDENT AND BOARD OF TRUSTEES
OF THE
VILLAGE OF HAMPSHIRE

THIS ____ DAY OF _____, 2024

Published in pamphlet form by authority of the
President and the Board of Trustees of the
Village of Hampshire, Illinois this ____ day of
June, 2024.

No. 24 -

**AN ORDINANCE
ESTABLISHING SPECIAL SERVICE AREA #30
IN THE VILLAGE OF HAMPSHIRE
(Brier Hill Venture Property)**

WHEREAS, the establishment of a Special Service Area, consisting of the property described on Exhibit "A" attached hereto and incorporated herein, has been proposed by the Corporate Authorities of the Village by its Ordinance No. 24-01 to provide the following services:

Maintenance of the stormwater management measures located on the Subject Property, consisting of a detention / retention basin (the "Facility"), including the operation, maintenance, repair, rehabilitation, replacement and reconstruction of any components of said Facility, including the costs of consulting services, surveying and permits, public liability insurance, and all administrative, legal and other costs or expenses necessarily incurred in connection with the administration of the Facility, including also but not limited to erosion control, nuisance control and sedimentation control, sediment removal, structural maintenance and replacement, removal of debris, and/or re-grading, re-seeding, or re-planting, as from time to time deemed necessary and appropriate in accordance with the requirements of the Village Code and/or the Kane County Stormwater Regulations (the "Services"); and

WHEREAS, a Public Hearing considering the establishment of said Special Service Area was conducted on March 21, 2024 at the Hampshire Village Hall, 234 South State Street, Hampshire, Illinois; and

WHEREAS, due notice was published regarding said Public Hearing in the Daily Herald newspaper on February 27, 2024, a date not less than fifteen days prior to said public hearing; and a copy of said notice is attached hereto and incorporated herein as Exhibit "B"; and

WHEREAS, notice thereof was mailed to the person or persons in whose name the general taxes for the last preceding year were paid on each lot, block, tract or parcel of land lying within the proposed Special Service Area, at least 10 days prior to said hearing date, in accord with 35 ILCS 200/27-30; or said notice has been waived by such person(s); and

WHEREAS, no persons appeared at said public hearing to comment on the proposed special service area; and

WHEREAS, no written objection to the creation of said special service area has been filed with the Village Clerk at any time within sixty (60) days after the public hearing was finally adjourned; and

WHEREAS, it is in the public interest that a Special Service Area for the purposes set forth herein be established; and

WHEREAS, said area is compact and contiguous; and

WHEREAS, an accurate map of the territory is attached hereto and incorporated herein as Exhibit "C"; and

WHEREAS, said area will benefit specially from the Services at the Facilities depicted on the map thereof filed with the Village Clerk as part of owner's Application for such special service area; and

WHEREAS, the applicable Village Stormwater Regulations require that a special service area be established as a back-up funding mechanism for purposes of providing for the ongoing long-term maintenance and/or repair of such Facilities, for any such areas or facilities that otherwise primarily are to be maintained and/or repaired by a private property owners' association or other individual or entity, Village Stormwater Regulations, Hampshire Municipal Code, Chapter 11: Stormwater Regulations, adopting by reference the Kane County Stormwater Ordinance, and specifically §9-131 thereof; and

WHEREAS, the proposed municipal services are in addition to municipal services provided to the Village as a whole.

NOW THEREFORE BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF HAMPSHIRE, KANE COUNTY, ILLINOIS, AS FOLLOWS:

1. Special Service Area #30 shall be and hereby is established, pursuant to the provisions of Article VII, Sections 6A and 6L of the Constitution of the State of Illinois and pursuant to the Special Service Area Tax Law, 35 ILCS 200/27-5 et seq.

2. The Special Service Area to be known and designated as "Village of Hampshire Special Service Area #30" shall consist of the following described territory:

See attached Exhibit "A," a legal description of
the territory included in Special Service Area #30.

3. Village of Hampshire Special Service Area #30 is established as a back-up funding mechanism for purposes of providing for the ongoing long-term maintenance and/or repair of the such Facilities, otherwise primarily to be maintained and/or repaired by a private property owners' association or other individual or entity for said subdivision, and to provide special municipal services to said area, in addition to services provided to the Village generally, and specifically to provide for maintenance of stormwater management areas on the Subject Property.

4. An annual special tax shall be levied by the Village, based upon the actual estimated total expenses to be incurred in the pertinent tax year for said special services, in an amount necessary to produce revenue sufficient to provide for said maintenance and repair of said facilities and areas, in accordance with the requirements of the Village of Hampshire Municipal Code and/or Kane County Stormwater Ordinance, and for an indefinite period of time as needed, at a maximum rate not to exceed \$1.50 per \$100 of equalized assessed valuation of each tax parcel located within the Special Service Area, and which shall be in addition to all other taxes permitted by law.

5. A certified copy of this Ordinance, setting out a legal description of the territory of the area, the permanent tax index numbers of the parcels located within the territory of the area, and a description of the special services to be provided, together with both an accurate map of the territory, and a copy of the notice of the public hearing, shall be filed for record in the Office of the Kane County Recorder, and in the Office of the Kane County Clerk, no later than sixty (60) days after the date of enactment set forth below.

6. This Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

ADOPTED THIS 6th DAY of JUNE, 2024, pursuant to roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAIN: _____

APPROVED THIS 6th DAY OF JUNE, 2024.

Michael J. Reid, Jr.
Village President

ATTEST:

Linda Vasquez
Village Clerk

EXHIBIT "A"

LEGAL DESCRIPTION

That part of the Southwest Quarter of Section 24 and part of the Northwest Quarter of Section 25, Township 42 North, Range 6 East of the Third Principal Meridian, described more particularly as follows:

Commencing at the Southeast corner of said Southwest Quarter of Section 24; thence South 89 degrees 21 minutes 37 seconds West (bearing based on NAD 83 Illinois State Plane Coordinate System, East Zone (2011 adjustment)), along the South line of said Southwest Quarter, 30.00 feet to the apparent west right of way line of Brier Hill Road as occupied and shown on document 2017K030623, said line being 30.00 feet West of and parallel to the east line of said Northwest Quarter of Section 25, said point also being the point of beginning; Thence South 00 degrees 09 minutes 45 seconds East along said west line, 584.10 feet to a point on the north line of Soo Line Railroad (also or formerly known as Chicago, Milwaukee, St. Rail and Pacific Railroad Company), said line being 50.00 feet north of and parallel to the centerline of said railroad as occupied; thence North 64 degrees 11 minutes 05 seconds West along said north line, 728.47 feet; thence North 00 degrees 09 minutes 45 seconds West parallel with the said east line of Section 25, 259.56 feet to a point on the north line of said Northwest Quarter; thence North 00 degrees 11 minutes 33 seconds West parallel with the said east line of Section 24, 734.58 feet; thence North 89 degrees 29 minutes 56 seconds East parallel with the north line of the Southeast Quarter of the Southwest Quarter of said Section 24, 654.88 feet to a point on said apparent west right of way line of Brier Hill Road as occupied; thence South 00 degrees 11 minutes 33 seconds East parallel with a line 30.00 feet west of and parallel to the east line of said Southwest Quarter of Section 24 and also along said apparent west line of Brier Hill Road, 733.00 feet to the point of beginning, all in Kane County, Illinois.

Containing 756,783 square feet or 17.373 acres, more or less.

PIN: 01-24-300-018 and 01-25-100-009

Common Address: 370 South Brier Hill Road, Hampshire, Illinois 60140

EXHIBIT "B"

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that on March 21, 2024, commencing at 7:00 p.m. at the Village Hall, located at 234 South State Street, Hampshire, Illinois 60140, a hearing will be held by the President and Board of Trustees of the Village of Hampshire, Kane County, Illinois, to consider the establishment of Village of Hampshire Special Service Area #30, consisting of the following described territory:

That part of the Southwest Quarter of Section 24 and part of the Northwest Quarter of Section 25, Township 42 North, Range 6 East of the Third Principal Meridian, described more particularly as follows:

Commencing at the Southeast corner of said Southwest Quarter of Section 24; thence South 89 degrees 21 minutes 37 seconds West (bearing based on NAD 83 Illinois State Plane Coordinate System, East Zone (2011 adjustment)), along the South line of said Southwest Quarter, 30.00 feet to the apparent west right of way line of Brier Hill Road as occupied and shown on document 2017K030623, said line being 30.00 feet West of and parallel to the east line of said Northwest Quarter of Section 25, said point also being the point of beginning; Thence South 00 degrees 09 minutes 45 seconds East along said west line, 584.10 feet to a point on the north line of Soo Line Railroad (also or formerly known as Chicago, Milwaukee, St. Rail and Pacific Railroad Company), said line being 50.00 feet north of and parallel to the centerline of said railroad as occupied; thence North 64 degrees 11 minutes 05 seconds West along said north line, 728.47 feet; thence North 00 degrees 09 minutes 45 seconds West parallel with the said east line of Section 25, 259.56 feet to a point on the north line of said Northwest Quarter; thence North 00 degrees 11 minutes 33 seconds West parallel with the said east line of Section 24, 734.58 feet; thence North 89 degrees 29 minutes 56 seconds East parallel with the north line of the Southeast Quarter of the Southwest Quarter of said Section 24, 654.88 feet to a point on said apparent west right of way line of Brier Hill Road as occupied; thence South 00 degrees 11 minutes 33 seconds East parallel with a line 30.00 feet west of and parallel to the east line of said Southwest Quarter of Section 24 and also along said apparent west line of Brier Hill Road, 733.00 feet to the point of beginning, all in Kane County, Illinois.

Containing 756,783 square feet or 17.373 acres, more or less.

PIN: 01-24-300-018 and 01-25-100-009

Common Address: 370 South Brier Hill Road, Hampshire, Illinois 60140

An accurate map of said territory is on file in the office of the Village Clerk of said Village and is available for public inspection.

The purpose of the establishment of said Special Service Area #30 is to provide special municipal services to said Special Service Area (the "Services"), including the following:

Maintenance of the stormwater management measures located on the Subject Property, including but not limited to a stormwater management (detention/retention) area and an underground pipeline from the location of the Additional Benefited Properties to the stormwater management area on the Subject Property (the "Facility"), including the operation, maintenance, repair, rehabilitation, replacement, and reconstruction of any components of the Facility, and including the costs of consulting services, surveying and permits, public liability insurance, and all administrative, legal and other costs or expenses necessarily incurred in connection with the administration of the Facility, including also but not limited to erosion control, nuisance control and sedimentation control, sediment removal, structural maintenance and replacement, removal of debris, and/or re-grading, re-seeding, or re-planting, as from time to time deemed necessary and appropriate in accordance with the requirements of the Village Code and/or the Kane County Stormwater Regulations.

At the public hearing, there will also be considered the levy of an annual tax not to exceed the rate of \$1.50 per \$100.00 of the total equalized assessed valuation of all taxable real property within the Special Service Area, said tax to be levied in the first year after the date of the establishment of the Special Service Area, and annually thereafter, as described herein and as provided in the establishing ordinance. Said taxes shall be in addition to all other taxes provided by law and shall be levied pursuant to the provisions of the Illinois Special Service Area Law. Provided, however, said taxes shall be levied and extended only in the event that the person or entity designated as having primary responsibility for the performance of the Services fails to adequately carry out its duties, and then, only as necessary to produce revenue sufficient to provide for the performance of the Services in accordance with the requirements of the Hampshire Municipal Code and other applicable ordinances, statutes, and regulations. The term of the proposed Special Service Area is perpetual and said taxes could be levied whenever necessary to accomplish the Services.

All interested persons affected by the establishment of said Special Service Area #30, and by the levy of said tax, including all owners of real estate located within said Special Service Area, will be given an opportunity to be heard at said hearing regarding the establishment of said Special Service Area and the levy of said tax and an opportunity to file objections to the establishment of said Special Service Area and the levy of said tax and the amount thereof.

At said public hearing, any interested persons affected by said proposed Special Service Area may file with the Village Clerk of said Village written objections to and may be heard orally in respect to any issues embodied in this notice. The President and Board of Trustees of said Village shall hear and determine all protests and objections at said hearing, and said hearing may be adjourned to another date without further notice other than a motion to be entered upon the minutes of the meeting fixing the time and place of its adjournment.

If a petition signed by at least fifty-one percent (51%) of the electors residing within said Special Service Area and by at least fifty-one percent (51%) of the owners of record of the land included within the boundaries of said Special Service Area is filed with the Village Clerk of said Village within sixty (60) days following the final adjournment of said public hearing objecting to

the creation of said Special Service Area, or to the levy or imposition of a tax for the provision of special services to said Special Service Area, no such Special Service Area may be created, or tax may be levied or imposed.

By order of the President and Board of Trustees of the Village of Hampshire, Kane County, Illinois.

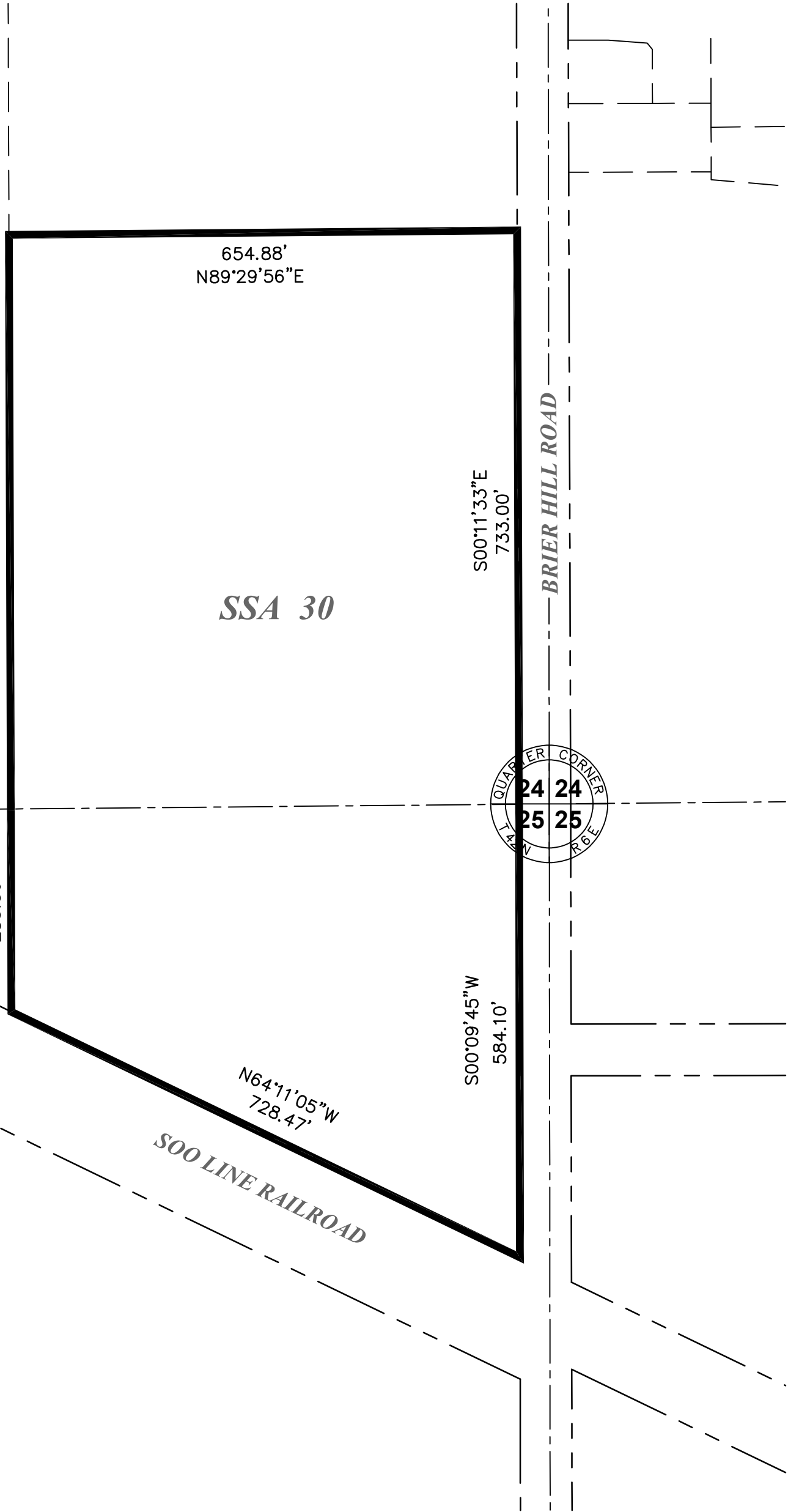
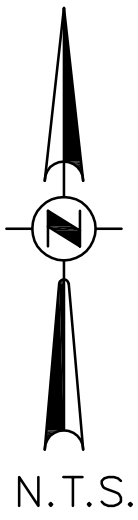
Dated this 19th day of January, 2024.

/s/ Karen Stuehler _____
Village Clerk
Village of Hampshire, Kane County, Illinois

**ACCURATE MAP OF THE TERRITORY
COMPRISING THE SUBJECT PROPERTY**

SSA MAP

SPECIAL SERVICE AREA #30



Engineering Enterprises, Inc.

CONSULTING ENGINEERS

52 Wheeler Road
Sugar Grove, Illinois 60554
630.466.6700 / www.eeiweb.com

PROJECT NO: HA2026
FILE NO: HA2026 SSA30

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CERTIFICATE /

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/

/ / / / / / / / /

I, Karen Stuehler, certify that I am the duly appointed and acting Clerk of the Village of Hampshire, Kane County, Illinois.

I further certify that on _____, 2024, the Corporate Authorities of the Village of Hampshire passed and the Village President approved Ordinance No. 24 - _____, entitled:

**AN ORDINANCE
ESTABLISHING SPECIAL SERVICE AREA #30
IN THE VILLAGE OF HAMPSHIRE
(Brier Hill Venture Property)**

and that the attached copy of same is a true and accurate copy of the original such Ordinance on file with the Clerk of the Village of Hampshire, Kane County, Illinois.

This Certificate dated this ____ day of _____, 2024.

Karen Stuehler
Village Clerk

AGENDA SUPPLEMENT

TO: President Reid and Village Board

FROM: Lori Lyons, Finance Director

FOR: May 31, 2024 Village Board Meeting

RE: Acquisition of Village Vehicles

Background. The FY25 operating budget and Village Capital Plan included the acquisition of new vehicles for the Streets & Utilities divisions of the Public Works Department and Police Department. Each of these vehicles will aid in departmental operations. This agenda supplement will concentrate on the vehicles to be obtained for Public Works while Chief Pan will cover the squads in an agenda supplement which will follow this document.

The Utilities Division initially budgeted for a new van in the amount of \$50,000 (\$25,000 in the water fund and \$25,000 in the sewer fund). At the start of the fiscal year, it was discovered that procuring a new van was going to be a difficult task that would require ordering the vehicle and a multiple-month-long wait regardless of the model chosen. Following department discussion and consultation with James Motors, a used 2022 Dodge Ram 4 x 2, regular cab pickup with less than 9,000 miles was identified as a desirable alternative. The truck is being held for the Village as the Board contemplates waiving the formal bidding requirements and authorizing the purchase. A copy of the purchase agreement follows this agenda supplement reflecting the purchase price of \$27,546.03 (including title and fees). If approved, the purchase price will be split between water and sewer funds.

The Street Division budget also called for the purchase of pickup truck. Budgeted at \$60,000, staff received two quotes: one from James Motors and the other from Bob Ridings Fleet who holds the BidBuy (Illinois State bid system) contract. Used principally as a people mover, this 2024 4 X 4 will be equipment a crew cab and 8' plow and acquired through the order process. Staff recommends purchasing the truck from James Motors despite the \$242 cost differential. The James Motor quote and BidBuy both follow this agenda supplement.

Both pickup trucks will require hazard light installation and logo application upon delivery.

Please see Chief Pann's agenda supplement and supporting documents that follow this agenda supplement.

Recommendation. Staff requests approval of the resolution that follows the agenda supplement for the police squads.



Purchase Agreement

Utilities Pickup

Rusty Mulvaney
 James Chrysler Dodge Jeep Ram
 206 South State Street
 Hampshire, IL 60140

Buyer	Co-Buyer	Vehicle
Village Of Of Hampshire 234 S State St Hampshire, IL 60140 E: (847) 683-2181		2022 Ram 1500 Classic Tradesman VIN: 3C6JR6DG9NG412755 Stock #: P0670 Mileage: 8,980 Color: Bright White Clearcoat

Purchase Details	
Retail Price:	\$27,996.00
Sales Price:	\$26,980.00
Savings:	\$1,016.00
Accessories:	\$0.00
Government Fees:	\$208.00
Proc/Doc Fees:	\$358.03
Estimated Taxes:	\$0.00
Total Sales Price:	\$27,546.03
Trade Allowance:	\$0.00
Trade Payoff:	\$0.00
Trade Equity:	\$0.00
Rebate:	\$0.00
Cash Down:	\$0.00
Cash Price:	\$27,546.03

X

 Customer Signature

X

 Manager Signature

 Date

 Date

Disclaimer:

Printed 5/13/24 2:23 PM

Payments are estimates and subject to final credit acceptance and manager approval.

James Chrysler Dodge Jeep RAM
206 SOUTH STATE STREET
HAMPSHIRE, IL 601407001

Streets Pickup

Configuration Preview

Date Printed: 2024-02-21 1:15 PM
Estimated Ship Date:

VIN:
VON:

Quantity: 1
Status: BA - Pending order
FAN 1: 00BJN Village of Hampshire
FAN 2:
Client Code:
Bid Number: TB4063
PO Number:

Sold to:
James Chrysler Dodge Jeep RAM (60744)
206 SOUTH STATE STREET
HAMPSHIRE, IL 601407001

Ship to:
James Chrysler Dodge Jeep RAM (60744)
206 SOUTH STATE STREET
HAMPSHIRE, IL 601407001

Vehicle: 2024 3500 TRADESMAN CREW CAB 4X4 (149 in WB 6 ft 4 in Box) (D28L91)

	Sales Code	Description	MSRP(USD)
Model:	D28L91	3500 TRADESMAN CREW CAB 4X4 (149 in WB 6 ft 4 in Box)	54,570
Package:	2GA	Customer Preferred Package 2GA	0
	ESB	6.4L V8 Heavy Duty HEMI MDS Engine	0
	DFX	8-Spd Auto 8HP75-LCV Transmission	0
Paint/Seat/Trim:	PW7	Bright White Clear Coat	0
	APA	Monotone Paint	0
	*V9	Cloth 40/20/40 Bench Seat	410
	-X9	Black	0
Options:	4DH	Prepaid Holdback	0
	4ES	Delivery Allowance Credit	0
	MAF	Fleet Purchase Incentive	0
	XHC	Trailer Brake Control	395
	GFA	Rear Window Defroster	195
	TCP	LT275/70R18E OWI On/Off Road Tires	0
	DMF	4.10 Axle Ratio	145
	AD2	Snow Chief Group	805
	A61	Tradesman Level 1 Equipment Group	195
	5N6	Easy Order	0
	4FM	Fleet Option Editor	0
	4FT	Fleet Sales Order	0
	151	Zone 51-Chicago	0
	4EA	Sold Vehicle	0
Non Equipment:	4FA	Special Bid-Ineligible For Incentive	0
Bid Number:	TB4063	Government Incentives	0
Discounts:	YG2	5.2 Additional Gallons of Gas	0
Destination Fees:			1,995

Total Price: 58,710.

Order Type: Fleet
Scheduling Priority: 1-Sold Order
Salesperson:
Customer Name:
Customer Address:

PSP Month/Week:
Build Priority: 99

WESTERN
8 FT

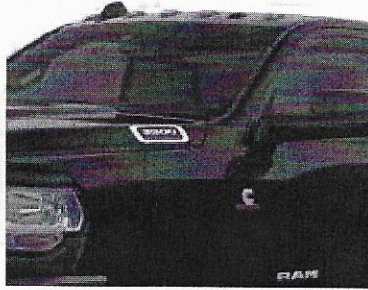
48,710.00
8,000.00

USA

Instructions:

Note: This is not an invoice. The prices and equipment shown on this priced order confirmation are tentative and subject to change or correction without prior notice. No claims against the content listed or prices quoted will be accepted. Refer to the vehicle invoice for final vehicle content and pricing. Orders are accepted only when the vehicle is shipped by the factory.

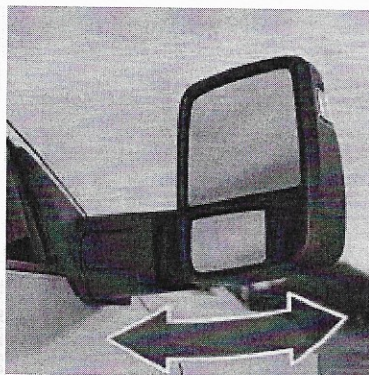
Snow Chief Group (AD2)



Details:

- Clearance Lamps (LNC)
- LT275/70R18E OWI On/Off Road Tires (TCP)
- Auxiliary Switches - I/P Mounted (LHL)
- Dash Pass Thru Wire Circuits (BC3)
- Auxiliary Switches Prep (LH2)
- Transfer Case Skid Plate Shield (XEF)

Tradesman Level 1 Equipment Group (A61)



Details:

- Exterior Mirrors w/Heating Element (NHJ)
- Mirror Power Heat Fold Telescopic (GT2)
- Mirror Running Lights (LNY)
- Ext. Mirrors w/Supplemental Signals (LEB)
- Manual Telescoping Mirrors (LF3)
- Power Adjust Mirrors (LF2)
- Black Exterior Mirrors (LE4)
- Exterior Mirrors Courtesy Lamps (LEC)
- Manual Folding Exterior Mirrors (LFD)
- Convex Aux Mirrors, Power-Adjustable (LFX)



Village of Hampshire
234 S. State Street, Hampshire IL 60140
Phone: 847-683-2181 www.hampshireil.org

Agenda Supplement

TO: President Reid; Board of Trustees
FROM: Douglas Pann, Chief of Police
FOR: Village Board Meeting on June 6, 2024
RE: New Dodge Durango Pursuit Vehicles (2)

Background: The Hampshire Police Department currently has a fleet of nine patrol vehicles consisting of eight marked squad sport utility vehicles and one unmarked sedan. Staff reduced the size of the fleet in 2023 from ten vehicles to nine. With the current size of the fleet, all vehicles are driven on a regular basis, but not continuously. Any new vehicles will be replacement vehicles and not additions to the fleet. Hampshire Township Fire Protection District has already expressed interest in one or both of the retiring vehicles.

Analysis - Vehicles: To ensure that the Police Department fleet remains in good service and fully operational, we must replace vehicles on a regular basis and our current plan is to rotate through the entire fleet every five years. The two oldest squads in the fleet are a 2018 Ford Explorer with 119,537 miles and a 2018 Ford Explorer with 92,647 miles. Both of these vehicles are currently assigned to School Resource Officers(SROs) and, although they add a low number of miles annually, they are the oldest vehicles and must be replaced to ensure fleet readiness for deployment to front line patrol as needed. The replacement squad cars will be allocated to front line patrol and the next two oldest squads will be assigned to the SROs.

After a staff discussion with James Motors in January regarding pricing and availability of vehicles, James Motors ordered two 2024 Dodge Durangos with the intention of selling them to the village or selling them elsewhere if not authorized in the FY25 budget. These vehicles are already on order with an anticipated July 2024 delivery date. These Durangos are configured identical to the last patrol squad vehicles added to the fleet. The MSRP and destination fee for the Durangos as ordered is \$45,665. James Motors has offered

discounted price of \$40,146 to the Village and a total of **\$40,704.03** per vehicle including document and title fees.

Staff checked for Illinois State bid pricing for the vehicles and discovered that neither the State of Illinois nor the large purchasing cooperatives in the region have bid these vehicles yet. Staff learned that McHenry County had conducted a full bid process for 2024 Dodge Pursuit Durangos and staff obtained the bid documentation, which revealed their base price after a full bid process was \$39,348 and with comparable options was \$40,004 before destination, document, and title fees.

James Motors is a locally operated business with a good relationship with the Village.

The purchase of two new 2024 Dodge Durangos were approved in the FY25 budget with an estimated expense of \$105,000.

Analysis - Upfitting: Police Department Staff obtained three quotes for the purchase of necessary specialized police equipment and installation for two new Dodge Durangos. A portion of the equipment from the old squad cars will be re-used. Ultra Strobe Communications Inc. of Crystal Lake, IL submitted a quote of **\$12,493.74** per vehicle including product and installation. Fleet Safety Supply of Naperville, IL submitted a quote of \$11,908 per vehicle, but that did not include installation. GenComm of McHenry, IL submitted a quote of \$19,660 per vehicle for product and installation. Staff did not seek specific quotes for striping of the Durangos as staff is considering redesigning the markings. A budget price from Eby Graphics, a partner of Ultra Strobe Communications, is **\$800**.

Analysis - Total Cost Per Vehicle: Based on the aforementioned pricing, the total cost per vehicle would be \$53,997.77

Recommendation: Police Department Staff recommends the waiver of any bidding requirements and approval the purchase of two 2024 Dodge Durangos from James Motors for \$40,704.03 each. Staff also recommends accepting the \$12,493.74 quote for upfitting from Ultra Strobe Communications and the \$800 estimate from Eby Graphics for striping.

The total expense for this purchase is \$107,995.54 and the project will be funded by the approved Police Department FY25 budget.

James Chrysler Dodge Jeep RAM
206 SOUTH STATE STREET
HAMPSHIRE, IL 601407001

Priced Order Confirmation (POC)

Date Printed: 2024-05-24 11:35 AM **VIN:** **Quantity:** 01
Estimated Ship Date: **VON:** 60404211 **Status:** BG - Order has passed edit but cannot be considered for scheduling
Date Ordered: 2024-01-31 10:43 PM **Ordered By:** S73933B **FAN 1:** 00DDK Dealer / Police Inventory
FAN 2:
Client Code:
Bid Number: TB4063
PO Number:

Sold to: James Chrysler Dodge Jeep RAM (60744)
 206 SOUTH STATE STREET
 HAMPSHIRE, IL 601407001

Ship to: James Chrysler Dodge Jeep RAM (60744)
 206 SOUTH STATE STREET
 HAMPSHIRE, IL 601407001

Vehicle: **2024 DURANGO PURSUIT VEHICLE AWD (WDEE75)**

	Sales Code	Description	MSRP(USD)
Model:	WDEE75	DURANGO PURSUIT VEHICLE AWD	43,075
Package:	2BZ	Customer Preferred Package 2BZ	0
	ERC	3.6L V6 24V VVT Engine Upg I w/ESS	0
	DFT	8-Spd Auto 850RE Trans (Make)	0
Paint/Seat/Trim:	PXJ	DB Black Clear Coat	0
	APA	Monotone Paint	0
	*A7	Cloth Bucket Seats W/Rear Vinyl	150
	-X9	Black	0
Options:	CW6	Deactivate Rear Doors/Windows	90
	CW7	Door/Window Activation Kit	115
	LNF	Black Left LED Spot Lamp	640
	NAS	50 State Emissions	0
	3AH	Price Protection - Code H	0
	4NU	Fuel Fill / Battery Charge	0
	4FM	Fleet Option Editor	0
	4ES	Delivery Allowance Credit	0
	2SQ	FCA Fleet Powertrain Care	0
	YG1	7.5 Additional Gallons of Gas	0
	4FT		0
	5N6	Easy Order	0
	4FT	Fleet Sales Order	0
	4EA	Sold Vehicle	0
	Non Equipment:	4KA	Special Bid Handling
4FA		Special Bid-Ineligible For Incentive	0
4DH		Prepaid Holdback	0
MAF		Fleet Purchase Incentive	0
Bid Number:	TB4063	Government Incentives	0
Special Equipment:	99595A		0
Destination Fees:			1,595

Handwritten: 40,146.00
 358.03 DOC FEE
 200.00 TITLE AND CUR FEE
Total Price: 45,665.
\$ 40,704.03
TOTAL

Order Type: Fleet **PSP Month/Week:**
Scheduling Priority: 1-Sold Order **Build Priority:** 01

Note: This is not an invoice. The prices and equipment shown on this priced order confirmation are tentative and subject to change or



Estimate

Date	Estimate #
5/14/2024	6643

Ultra Strobe Communications Inc
 748 Tek Drive
 Crystal Lake, IL. 60014

Name / Address
Hampshire Police Dept. 200 Industrial Dr. Hampshire, IL 60140

P.O. No.	Job Name
	Durango Marked

Item	Description	Qty	Price	Total
ES100C	Federal Signal 100-Watt compact speaker with neodymium driver	1	100.00	100.00
ESB-DUR15	Federal Signal ES100C and 2 IPX/MPS lights bracket for Dodge Durango 2015+	1	29.95	29.95
CD3802RBW	Code 3 mega thin red/blue/white 2 to be MOUNTED IN GRILL and 2 to be mounted on rear hatch when open	4	97.95	391.80
XT4LBKT	Code3 XT4 universal L-bracket 90 degree	2	8.50	17.00
PF200S17	Federal Signal Pathfinder siren/light controller	1	950.00	950.00
WK0514DUR11	Setina window barrier Dodge Durango vertical steel	1	254.95	254.95
PT1176DUR11	Setina XL Partition Transfer Kit with Lower Extension Panel and XL Recessed Insert	1	368.95	368.95
BK0802DUR21	Setina push bumper with 4 Federal Signal tri-color Micropulse LED's for 2021+ Dodge Durango	1	879.95	879.95
QK0635DUR11	Setina Full REPLACEMENT Transport Seat TPO Plastic, With Center Pull Seat Belts *INCLUDES REQUIRED #12VS Stationary Window Vinyl Coated Expanded Metal Cargo Partition	1	1,179.95	1,179.95
C-VS-2300-DUR	Havis Vehicle Specific 23" Console for 2021 Dodge Durango (Police Package)	1	389.95	389.95
C-ARM-102	Havis Side Mount Armrest	1	64.95	64.95
CUP2-1001	Havis Self-Adjusting Double Cup Holder	1	46.95	46.95
C-HDM-426	Havis Internal Pole Mount for 2021-2022 Dodge Durango Console	1	29.95	29.95
C-HDM-214	Havis 8.5" Heavy Duty Telescoping Pole, Side Mount	1	129.95	129.95
C-MD-119	Havis 11" Slide Out Locking Swing Arm with Low Profile Motion Adapter	1	239.95	239.95
XSM2-BRW	Federal Signal XStream Dual head models with wire leads Blue/Red/White	4	189.95	759.80
8211-18100	Blac-Rac KIT-WRS 1082-E-AR, Electronic, 8-Second Delay, 18" T-Channel (25018), Cold Wire (29002), with 2 MA209 keys	1	579.95	579.95

Subtotal
Sales Tax (7.75%)
Total

Signature _____

Date _____

Our quotes are valid for 14 days

Phone #	Fax #	E-mail	Web Site
8154791717	815-479-1818	stacey@ultrastrobe.com	www.ultrastrobe.com



Estimate

Ultra Strobe Communications Inc
 748 Tek Drive
 Crystal Lake, IL. 60014

Date	Estimate #
5/14/2024	6643

Name / Address
Hampshire Police Dept. 200 Industrial Dr. Hampshire, IL 60140

P.O. No.	Job Name
	Durango Marked

Item	Description	Qty	Price	Total
TK1460DUR11	Setina E-Z Lift Cargo Deck with Tray. Dodge Durango	1	922.95	922.95
ETTFK02	Sound Off Taillight Flasher Kit for Dodge Durango 2010-2020, contains: Flashback Alternating Taillight Flasher with connectors on exit wires & Wire Harness	1	247.04	247.04
Removal	Removal of equipment	1	550.00	550.00
Installation	Installation of equipment reuse of the follow out of removal camera system, radar, docking station, radio, and lightbar. Ultra Strobe will supply used portion hoop for transfer kit at no charge.	1	3,700.00	3,700.00
Misc install equipt	Includes wire, connectors, standard fuses/ fuse holders, fuse block, and one 30 amp relay.	1	450.00	450.00
CG-X	Havis delay timer	1	79.95	79.95
CB-185-80F	80 amp circuit breaker	1	49.95	49.95
EM-M11001-FME-058	EM Wave antenna cable NMO 3/4" hole assembly 17ft. RG-58/U cable with FME connector	2	24.95	49.90
EMFME-PL 1121-B	EM Wave antenna adapter, FME to PL259 plug Tram Browning antenna 18 INCH NMO quarter wave VHF 150-162 MHz BLACK MAST	2 1	7.50 14.95	15.00 14.95

Subtotal	\$12,493.74
Sales Tax (7.75%)	\$0.00
Total	\$12,493.74

Signature _____ Date _____

Our quotes are valid for 14 days

****PLEASE NOTE LIGHTBARS / PARTITIONS TAKE 8-12 WEEKS TO ARRIVE FROM ORDER DATE****

Phone #	Fax #	E-mail	Web Site
8154791717	815-479-1818	stacey@ultrastrobe.com	www.ultrastrobe.com

Fleet Safety Supply
P.O. Box 649
Naperville, IL 60566
(630) 527-1341 Phone/Fax

Price Quote

DATE	ESTIMATE NO.
4/8/2024	74414

NAME / ADDRESS
Hampshire Police Department 200 Industrial Drive Hampshire, IL 60140

TERMS	FOB	P.O.
Net 30 Days	Naperville,IL	

ITEM	DESCRIPTION	QTY	COST	TOTAL
SE-BK2019DUR21	2024 Durango (x2) - per vehicle quote Push Bumper PB450L4 Alum Push Bumper, Full, (4) Whelen Ions, Dodge Durango 2021-23 *** Specify colors: TRIO	1	916.46	916.46
WH-VTXD609C	Front Intersections Directional Vertex LT, (White)	2	109.98	219.96
WH-VTXFB	Vertex Surface Mount Flange (Black)	2	11.50	23.00
WH-SA315P	Speaker 123dB Speaker, Nylon Composite, 100 watt	1	221.90	221.90
WH-SAK54CM	Speaker bracket, Dodge Durango, 2015-2022, Center Mount, for One or Two Speakers (Replaces SAK54)	1	41.31	41.31
WH-EB2SP3JX	Lightbar LEGACY WCX 54" D/E/D/E PROMO, SMOKED LENS	1	3,281.20	3,281.20
WH-STPKT85	Strap Kit	1	0.00	0.00
SO-ENT2B3-D	Mounted under mirrors Intersector LED Light, Under Mirror Light, 16 LED, Dual Colors, Red/White	1	217.62	217.62
SO-ENT2B3-E	Intersector LED Light, Under Mirror Light, 16 LED, Dual Colors, Blue/White	1	217.62	217.62
WH-IONR	Rear Side Cargo Windows ION Series Super-LED Universal Light, Includes Universal Mount, Scan-Lock Flash Patterns and a 4-Wire Pig Tail (Red)	2	135.72	271.44
WH-IONB	ION Series Super-LED Universal Light, Includes Universal Mount, Scan-Lock Flash Patterns and a 4-Wire Pig Tail (Blue)	2	135.72	271.44

Thank you for using Fleet Safety Supply!!!

TOTAL

Fleet Safety Supply
P.O. Box 649
Naperville, IL 60566
(630) 527-1341 Phone/Fax

Price Quote

DATE	ESTIMATE NO.
4/8/2024	74414

NAME / ADDRESS
Hampshire Police Department 200 Industrial Drive Hampshire, IL 60140

TERMS	FOB	P.O.
Net 30 Days	Naperville,IL	

ITEM	DESCRIPTION	QTY	COST	TOTAL
WH-BSRW10	Rear Window (upper - mounted on door frame) Inner Edge® RST™ WeCanX® Series for Trucks, Rear Facing Super-LED® Lightbars with Proclera® Silicone Optics, 10 Lamp Tray, WeCanX™, Choose 10 SOLO™ or DUO™ Lighthead and Vehicle Specific Mount, ISR Mounting Only	1	1,080.95	1,080.95
WH-BS44Z	I-E RST WCX 10-LT S/D DURANGO	1	0.00	0.00
WH-ISDK	Inner Edge® Series, One DUO™ Lighthead for FST™ and RST™, For WeCan® Series Only, Price Available When Ordered with Inner Edge® Tray (Red/Amber)	5	0.00	0.00
WH-ISDM	Inner Edge® Series, One DUO™ Lighthead for FST™ and RST™, For WeCan® Series Only, Price Available When Ordered with Inner Edge® Tray (Blue/Amber)	5	0.00	0.00
FS-MPSW9-R	License Plate MicroPulse Wide Angle, 9-LED lighthead, (Red)	1	181.21	181.21
FS-MPSW9-B	MicroPulse Wide Angle, 9-LED lighthead, (Blue)	1	181.21	181.21
FSS-MPSW9LPBRK...	License Plate Bracket for Single Surface Mount MicroPulse Wide 9 with wire Slot (1 Pair)	1	75.00	75.00
SO-ETTFK02	Taillights Taillight Flasher Kit for Dodge Durango 2010 - 2020, contains: Flashback Alternating Taillight Flasher with connectors on exit wires & Wire Harness	1	246.87	246.87
WH-C399S6	Siren Single Unit 200 Watt Siren with Integrated 3 Section Control Head and 8 Push-Buttons, 4-Position Slide Switch with a 7-Position Rotary Knob, Manual, Airhorn Plus 3 Traffic Advisor™ Switches and Microphone with Extension Cable,	1	1,296.75	1,296.75
WH-C399RK3	CORE S Canport Cable. OBDII CANPORT KIT DODGE	1	0.00	0.00

Thank you for using Fleet Safety Supply!!!	TOTAL
--	--------------

Fleet Safety Supply
P.O. Box 649
Naperville, IL 60566
(630) 527-1341 Phone/Fax

Price Quote

DATE	ESTIMATE NO.
4/8/2024	74414

NAME / ADDRESS
Hampshire Police Department 200 Industrial Drive Hampshire, IL 60140

TERMS	FOB	P.O.
Net 30 Days	Naperville,IL	

ITEM	DESCRIPTION	QTY	COST	TOTAL
HS-C-VS-2300-DUR	Console Vehicle Specific 23" Console for 2021 Dodge Durango, Includes two (2) 12 volt sockets with wire and fuses (complete model number: C-VS-2300-DUR)	1	442.26	442.26
HS-C-EB40-WCS-1P	Equipment Mounting Bracket, 4" Mounting Space, Fits Whelen Core-S Control System	1	0.00	0.00
HS-Mis	Faceplate(s) for two-way radio(s)	1	0.00	0.00
HS-C-EB20-WGD-1P	Equipment Bracket for WatchGuard 4RE	1	0.00	0.00
HS-CUP2-1001	2" Self-Adjusting Double Cup Holder, Internally mounted dual cup holder, Self-adjusts to fit cups up to 3.5" in diameter, Occupies 4" of equipment bracket space, with a depth of 3" 4"	1	50.65	50.65
HS-C-ARM-103	*** Remaining space *** Console, Accessory, Arm rest, External mount, Large arm rest pad, Flip, Height adjustable (** replacement for C-ARM-3 **)	1	137.59	137.59
HS-C-MCB	Mic Mount Bracket, L-shaped	2	15.50	31.00
MM-MMSU-1	Magnetic Mic Single Unit	2	39.95	79.90
HS-C-HDM-204	Computer Mount Pole only, Telescoping device mounting base, Heavy duty mount, Side mount, 8" High, W-SHRTHNDLE	1	173.88	173.88
HS-C-HDM-303	Heavy Duty Fixed Top Offset Platform, 6" Offset	1	72.58	72.58
HS-C-MD-202	Tilt Swivel Motion, 90° vertical tilt movement provides improved viewing angle	1	70.31	70.31
HS-CG-X	Chargeguard	1	94.50	94.50
SE-PK1130DUR11	Partitions #10XL Coated Poly Partition, 11-21 Dodge Durango includes 2 pc. lower extension panel	1	842.75	842.75
SE-PK0123DUR112ND	#12-VS Rear Partition with Expanded Metal Screen, 2011-2023 Dodge Durango	1	506.96	506.96

Thank you for using Fleet Safety Supply!!!

TOTAL

Fleet Safety Supply
P.O. Box 649
Naperville, IL 60566
(630) 527-1341 Phone/Fax

Price Quote

DATE	ESTIMATE NO.
4/8/2024	74414

NAME / ADDRESS

Hampshire Police Department
200 Industrial Drive
Hampshire, IL 60140

TERMS	FOB	P.O.
Net 30 Days	Naperville,IL	

ITEM	DESCRIPTION	QTY	COST	TOTAL
SE-GK2001E	Gun Mount Double T-Rail Mount 1080E Blac-Rac with Electronic & Key Overrides, include 18" T-Channel Mounting Plate Rear Storage	1	662.57	662.57

Thank you for using Fleet Safety Supply!!!

TOTAL

\$11,908.89



Madison - (608)271-4848
 Milwaukee - (262)439-2000
 Eau Claire - (715)225-7604
 WI Rapids - (715)424-3050
 McHenry - (815)385-4224

2880 Commerce Park Drive
 Madison, WI 53719

800-356-3200 | www.gencomm.com

SALES QUOTE

Sales Quote No: 32493
 Date: 4/10/24
 Account No: 8769

Bill To: Village of Hampshire Police
 215 Industrial Drive
 Hampshire, IL 60140

Ship To: Village of Hampshire Police
 215 Industrial Drive
 Hampshire, IL 60140

Sales Person	P.O. Number	Ship Method	Payment Terms	Quote Expires On	
Josh Knauer		Installation	NET 30 Days	5/10/24	
Notes					
Customer to Re-use Dock, Dual Ant. Radar, Watchguard Video, Zebra Printer, Kenwood Radio, and Flashlight					
Item No	Description	Quantity	UM	Price	Amount
ENNLB01844-3K6	Soundoff 48" nForce NXT Lightbar, Dual Color w/ Arrow, 2023 Dodge Durango	1.00	Each	\$2,455.00	\$2,455.00
ENGSA5100RSP	Soundoff 500 Series Remote Siren with Button Control, 10-16v - for one 100 watt speaker	1.00	Each	\$950.00	\$950.00
ENGND04102	Soundoff bluePRINT Remote Node	3.00	Each	\$205.00	\$615.00
ENGHNK05	Soundoff 18" Harness for Remote Node	3.00	Each	\$45.00	\$135.00
ENGLMK002	Soundoff Dodge Charger (15-23), Durango (18-23) BluePrint Mini Link Module	1.00	Each	\$350.00	\$350.00
ENGSYMD01	Soundoff bluePRINT Sync Module	1.00	Each	\$275.00	\$275.00
ETSS100J5	Soundoff 100J Series Composite Siren Speaker w/ Universal Bracket, 5yr Warranty	1.00	Each	\$245.00	\$245.00
ETHFSS-SP-ISO	Soundoff Solid State Headlight Flasher w/ Select-A-Pattern - Isolation Model	1.00	Each	\$60.00	\$60.00
ETFBSN-P	Soundoff Tail Light Flasher, Alternating, solid state	1.00	Each	\$55.00	\$55.00
EMPS2STS4D	Soundoff 4" mPower, Stud mount, Black Housing, Dual Color - R/W (Rear Quarter Glass)	2.00	Each	\$135.00	\$270.00
EMPS2STS4E	Soundoff 4" mPower, Stud mount, Black Housing, Dual Color - B/W (Rear Quarter Glass)	2.00	Each	\$135.00	\$270.00
PMP2WSDDDB	Soundoff Dual Window Shroud Kit for 4" mPower w/ Stud Mount - Black (Rear Quarter Glass)	2.00	Each	\$20.00	\$40.00
EMPS2STS4D	Soundoff 4" mPower, Stud mount, Black Housing, Dual Color - R/W (Rear Hatch Glass)	1.00	Each	\$135.00	\$135.00
EMPS2STS4E	Soundoff 4" mPower, Stud mount, Black Housing, Dual Color - B/W (Rear Hatch Glass)	1.00	Each	\$135.00	\$135.00
PMP2WSSSB	Soundoff Window Shroud kit for 4" mPower w/ Stud Mount, Black (Rear Hatch Glass)	2.00	Each	\$15.00	\$30.00
EMPS2STS4D	Soundoff 4" mPower, Stud mount, Black Housing, Dual Color - R/W (Rear License Plate)	1.00	Each	\$135.00	\$135.00
EMPS2STS4E	Soundoff 4" mPower, Stud mount, Black Housing, Dual Color - B/W (Rear License Plate)	1.00	Each	\$135.00	\$135.00
PMP2BRK2LPV	Soundoff License Plate Bracket for two 4" mPower w/ Stud Mount	1.00	Each	\$30.00	\$30.00
EMPS1SLS3D	Soundoff 3" mPower, Stud Mount, Black Housing, Dual Color - R/W (Low Front Bumper Side)	1.00	Each	\$120.00	\$120.00
EMPS1SLS3E	Soundoff 3" mPower, Stud Mount, Black Housing, Dual Color - B/W (Low Front Bumper Side)	1.00	Each	\$120.00	\$120.00
EMPS1SLS3D	Soundoff 3" mPower, Stud Mount, Black Housing, Dual Color - R/W (Rear Gate Trim)	1.00	Each	\$120.00	\$120.00



Madison - (608)271-4848
 Milwaukee - (262)439-2000
 Eau Claire - (715)225-7604
 WI Rapids - (715)424-3050
 McHenry - (815)385-4224

2880 Commerce Park Drive
 Madison, WI 53719

800-356-3200 | www.gencomm.com

SALES QUOTE

Sales Quote No: 32493
 Date: 4/10/24
 Account No: 8769

Bill To: Village of Hampshire Police
 215 Industrial Drive
 Hampshire, IL 60140

Ship To: Village of Hampshire Police
 215 Industrial Drive
 Hampshire, IL 60140

EMPS1SLS3E	Soundoff 3" mPower, Stud Mount, Black Housing, Dual Color - B/W (Rear Gate Trim)	1.00	Each	\$120.00	\$120.00
EMPS1SLS3D	Soundoff 3" mPower, Stud Mount, Black Housing, Dual Color - R/W (Low Rear Bumper)	1.00	Each	\$120.00	\$120.00
EMPS1SLS3E	Soundoff 3" mPower, Stud Mount, Black Housing, Dual Color - B/W (Low Rear Bumper)	1.00	Each	\$120.00	\$120.00
ENT3B3D	Soundoff Intersector, Surface Mount, Black Housing, Dual Color - R/W (Mirror)	1.00	Each	\$200.00	\$200.00
ENT3B3E	Soundoff Intersector, Surface Mount, Black Housing, Dual Color - B/W (Mirror)	1.00	Each	\$200.00	\$200.00
PNT3BKUMB4	Soundoff Dodge Durango (16-23) Under Mirror Bracket Kit for Surface Mount Intersector	2.00	Each	\$25.00	\$50.00
EBSDL0002-D	Soundoff obSERVE+ Dome Light - 3" Round, Dual Color - R/W (Cargo Area)	1.00	Each	\$65.00	\$65.00
7160-1627	Gamber Johnson Dodge Durango (21-23) Standard Console Box	1.00	Each	\$480.00	\$480.00
17171	Gamber Johnson Faceplate for Kenwood KCH-20R Enhanced Control Head for NX-5000 Series radios	1.00	Each	\$0.00	\$0.00
20033	Gamber Johnson Soundoff signal 500 series faceplate	1.00	Each	\$0.00	\$0.00
20549	Gamber Johnson WatchGuard 4RE Remote Head Faceplate	1.00	Each	\$0.00	\$0.00
7160-0846	Gamber Johnson MCS Internal Cup Holder, two inserts w/pen holder	1.00	Each	\$60.00	\$60.00
7160-0429	Gamber Johnson Armrest For Vehicle Specific Console	1.00	Each	\$170.00	\$170.00
7160-0928	Gamber Johnson Mongoose 9" Locking Slide Arm w/ Short Clevis	1.00	Each	\$290.00	\$290.00
GJF	Gamber Johnson Freight	1.00	Each	\$75.00	\$75.00
BK2338DUR21	Setina PB450L6 Push Bumper, 6 Tri-Color mPowers, 2021-2024 Dodge Durango	1.00	Each	\$1,145.00	\$1,145.00
PK1129DUR11	Setina Dodge Durango (11-24) #10XL Uncoated Polycarbonate Horizontal Sliding Window	1.00	Each	\$840.00	\$840.00
GK2001E	Setina Dual T-rail Single Blac-rac Lock	1.00	Each	\$690.00	\$690.00
QK0566DUR11	Setina Dodge Durango (11-24) #12VS Poly Cargo Partition w/ Full Replacement Seat, Outboard Seatbelts	1.00	Each	\$1,360.00	\$1,360.00
WK0514DUR11	Setina Dodge Durango (11-24) Vertical Window Barrier, Steel, Compatible w/ stock & TPO door panel	1.00	Each	\$280.00	\$280.00
TK1460DUR11	Setina Dodge Durango (11-24) E-Z Lift Cargo Deck W/Tray	1.00	Each	\$975.00	\$975.00
SEF	Setina Freight	1.00	Each	\$465.00	\$465.00
SQUADPOWER PKG	GCI Squad Power Package - GCI-REAR/7615B/BL-5032B/7187/2020PIUDRQ	1.00	Each	\$550.00	\$550.00
NMO58UCP	PCTEL Roof Mount Mobile Antenna Mounting Kit - 0-960 MHz, 3/4" Hole, Brass, 17' Cable, PL259 Incl	1.00	Each	\$25.00	\$25.00
SHOPFEE	Installation Shop Fee - Includes Misc. Hardware, Connectors, and Wire	1.00	Each	\$200.00	\$200.00
LABORINSTALL-MCH	Installation Labor - Installation of Equipment @ McHenry Location	1.00	Each	\$4,000.00	\$4,000.00
LABORINSTALL-MCH	Installation Labor - Squad Teardown @ McHenry Location	1.00	Each	\$500.00	\$500.00



Madison - (608)271-4848
Milwaukee - (262)439-2000
Eau Claire - (715)225-7604
WI Rapids - (715)424-3050
McHenry - (815)385-4224

2880 Commerce Park Drive
Madison, WI 53719

800-356-3200 | www.gencomm.com

SALES QUOTE

Sales Quote No: 32493
Date: 4/10/24
Account No: 8769

Bill To: Village of Hampshire Police
215 Industrial Drive
Hampshire, IL 60140

Ship To: Village of Hampshire Police
215 Industrial Drive
Hampshire, IL 60140

Returns & exchanges are accepted within 30 days of purchase and require an RMA Number. Items must be in unused condition and in original packaging. Special order items are non-returnable and may not be canceled once shipped from vendor.

Subtotal	\$19,660.00
Freight	\$0.00
Sales Tax	\$0.00
Sales Order Total	\$19,660.00

No. 24 – XX

**A RESOLUTION
AUTHORIZING THE PURCHASE OF FOUR VEHICLES
FOR THE VILLAGE OF HAMPSHIRE,
KANE AND MCHENRY COUNTIES, ILLINOIS**

WHEREAS, the Village of Hampshire, Illinois (the "Village") is a duly organized and validly existing non-home rule municipality organized and operating under the Illinois Municipal Code (65 ILCS 5/1-1-1, et seq.); and

WHEREAS, with respect to the purchase of vehicles, Village staff evaluates the need to replace or add certain vehicles to the Village fleet on an annual basis during the budgeting process; and

WHEREAS, Village staff determined that it was necessary to replace two Police Department squads, as well as add a pickup truck in the Street Division and a pickup truck in the Utilities Division of the Public Works Department; and

WHEREAS, the purchase of the aforementioned vehicles were included in the Village's fiscal year 2024-2045 budget; and

WHEREAS, staff has identified suitable replacement vehicles to purchase as follows:

<u>Department/Division</u>	<u>Vehicle</u>	<u>Vendor</u>	<u>Exhibit #</u>	<u>Qty</u>	<u>Total Price</u>
Police	2024 Durango Pursuit	James Motors, UltraStrobe, Eby Graphics	1	2	107,995.54
Public Works/Streets	2024 Ram 3500	James Motors	2	1	56,710.00
Public Works/Utilities	2022 Ram 1500	James Motors	3	1	27,546.03

WHEREAS, the Village President and Board of Trustees have determined that it is in the best interest of the Village and the public to wave competitive bidding and accept the quotes provided by the vendors for vehicles, equipment and striping.

NOW THEREFORE BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF HAMPSHIRE, KANE AND MCHENRY COUNTIES, ILLINOIS, AS FOLLOWS:

Section One. The Village of Hampshire hereby determines that a formal bidding procedure is not in the best interest of the Village for the subject vehicles, equipment and striping.

Section Two. The quotes provided by the Vendors are hereby approved in the form attached to this Resolution as Exhibits 1, 2 and 3.

Section Three. The Village Manager is hereby authorized to sign any documents necessary to effectuate the purchase

Section Four. This resolution shall take full force and effect upon its passage and approval as provided by law.

ADOPTED THIS 6th day of JUNE, 2024.

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAIN: _____

APPROVED THIS 6th day of JUNE, 2024.

Michael J. Reid
Village President

ATTEST:

Karen Stuehler
Village Clerk

James Chrysler Dodge Jeep RAM
 206 SOUTH STATE STREET
 HAMPSHIRE, IL 601407001

Priced Order Confirmation (POC)

Date Printed: 2024-05-24 11:35 AM **VIN:** **Quantity:** 01
Estimated Ship Date: **VON:** 60404211 **Status:** BG - Order has passed edit but cannot be considered for scheduling
Date Ordered: 2024-01-31 10:43 PM **Ordered By:** S73933B **FAN 1:** 00DDK Dealer / Police Inventory
FAN 2:
Client Code:
Bid Number: TB4063
PO Number:

Sold to: James Chrysler Dodge Jeep RAM (60744)
 206 SOUTH STATE STREET
 HAMPSHIRE, IL 601407001

Ship to: James Chrysler Dodge Jeep RAM (60744)
 206 SOUTH STATE STREET
 HAMPSHIRE, IL 601407001

Vehicle: 2024 DURANGO PURSUIT VEHICLE AWD (WDEE75)

	Sales Code	Description	MSRP(USD)
Model:	WDEE75	DURANGO PURSUIT VEHICLE AWD	43,075
Package:	2BZ	Customer Preferred Package 2BZ	0
	ERC	3.6L V6 24V VVT Engine Upg I w/ESS	0
	DFT	8-Spd Auto 850RE Trans (Make)	0
Paint/Seat/Trim:	PXJ	DB Black Clear Coat	0
	APA	Monotone Paint	0
	*A7	Cloth Bucket Seats W/Rear Vinyl	150
	-X9	Black	0
Options:	CW6	Deactivate Rear Doors/Windows	90
	CW7	Door/Window Activation Kit	115
	LNF	Black Left LED Spot Lamp	640
	NAS	50 State Emissions	0
	3AH	Price Protection - Code H	0
	4NU	Fuel Fill / Battery Charge	0
	4FM	Fleet Option Editor	0
	4ES	Delivery Allowance Credit	0
	2SQ	FCA Fleet Powertrain Care	0
	YG1	7.5 Additional Gallons of Gas	0
	4FT		0
	5N6	Easy Order	0
	4FT	Fleet Sales Order	0
	4EA	Sold Vehicle	0
	Non Equipment:	4KA	Special Bid Handling
4FA		Special Bid-Ineligible For Incentive	0
4DH		Prepaid Holdback	0
MAF		Fleet Purchase Incentive	0
Bid Number:	TB4063	Government Incentives	0
Special Equipment:	99595A		0
Destination Fees:			1,595

Handwritten: 40,146.00
 358.03 DOC FEE
 200.00 TITLE AND CUR FEE
Total Price: 45,665.
 \$ 40,704.03
 PSP Month/Week:
 Build Priority: 01
TOTAL

Note: This is not an invoice. The prices and equipment shown on this priced order confirmation are tentative and subject to change or



Estimate

Ultra Strobe Communications Inc
 748 Tek Drive
 Crystal Lake, IL. 60014

Date	Estimate #
5/14/2024	6643

Exhibit 1
 Page 2 of 3

Name / Address
Hampshire Police Dept. 200 Industrial Dr. Hampshire, IL 60140

P.O. No.	Job Name
	Durango Marked

Item	Description	Qty	Price	Total
ES100C	Federal Signal 100-Watt compact speaker with neodymium driver	1	100.00	100.00
ESB-DUR15	Federal Signal ES100C and 2 IPX/MPS lights bracket for Dodge Durango 2015+	1	29.95	29.95
CD3802RBW	Code 3 mega thin red/blue/white 2 to be MOUNTED IN GRILL and 2 to be mounted on rear hatch when open	4	97.95	391.80
XT4LBKT	Code3 XT4 universal L-bracket 90 degree	2	8.50	17.00
PF200S17	Federal Signal Pathfinder siren/light controller	1	950.00	950.00
WK0514DUR11	Setina window barrier Dodge Durango vertical steel	1	254.95	254.95
PT1176DUR11	Setina XL Partition Transfer Kit with Lower Extension Panel and XL Recessed Insert	1	368.95	368.95
BK0802DUR21	Setina push bumper with 4 Federal Signal tri-color Micropulse LED's for 2021+ Dodge Durango	1	879.95	879.95
QK0635DUR11	Setina Full REPLACEMENT Transport Seat TPO Plastic, With Center Pull Seat Belts *INCLUDES REQUIRED #12VS Stationary Window Vinyl Coated Expanded Metal Cargo Partition	1	1,179.95	1,179.95
C-VS-2300-DUR	Havis Vehicle Specific 23" Console for 2021 Dodge Durango (Police Package)	1	389.95	389.95
C-ARM-102	Havis Side Mount Armrest	1	64.95	64.95
CUP2-1001	Havis Self-Adjusting Double Cup Holder	1	46.95	46.95
C-HDM-426	Havis Internal Pole Mount for 2021-2022 Dodge Durango Console	1	29.95	29.95
C-HDM-214	Havis 8.5" Heavy Duty Telescoping Pole, Side Mount	1	129.95	129.95
C-MD-119	Havis 11" Slide Out Locking Swing Arm with Low Profile Motion Adapter	1	239.95	239.95
XSM2-BRW	Federal Signal XStream Dual head models with wire leads Blue/Red/White	4	189.95	759.80
8211-18100	Blac-Rac KIT-WRS 1082-E-AR, Electronic, 8-Second Delay, 18" T-Channel (25018), Cold Wire (29002), with 2 MA209 keys	1	579.95	579.95

Subtotal

Sales Tax (7.75%)

Total

Signature _____

Date _____

Our quotes are valid for 14 days

Phone #	Fax #	E-mail	Web Site
8154791717	815-479-1818	stacey@ultrastrobe.com	www.ultrastrobe.com



Estimate

Ultra Strobe Communications Inc
 748 Tek Drive
 Crystal Lake, IL. 60014

Date	Estimate #
5/14/2024	6643

Exhibit 1
 Page 3 of 3

Name / Address
Hampshire Police Dept. 200 Industrial Dr. Hampshire, IL 60140

P.O. No.	Job Name
	Durango Marked

Item	Description	Qty	Price	Total
TK1460DUR11	Setina E-Z Lift Cargo Deck with Tray. Dodge Durango	1	922.95	922.95
ETTFK02	Sound Off Taillight Flasher Kit for Dodge Durango 2010-2020, contains: Flashback Alternating Taillight Flasher with connectors on exit wires & Wire Harness	1	247.04	247.04
Removal	Removal of equipment	1	550.00	550.00
Installation	Installation of equipment reuse of the follow out of removal camera system, radar, docking station, radio, and lightbar. Ultra Strobe will supply used portion hoop for transfer kit at no charge.	1	3,700.00	3,700.00
Misc install equipt	Includes wire, connectors, standard fuses/ fuse holders, fuse block, and one 30 amp relay.	1	450.00	450.00
CG-X	Havis delay timer	1	79.95	79.95
CB-185-80F	80 amp circuit breaker	1	49.95	49.95
EM-M11001-FME-058	EM Wave antenna cable NMO 3/4" hole assembly 17ft. RG-58/U cable with FME connector	2	24.95	49.90
EMFME-PL 1121-B	EM Wave antenna adapter, FME to PL259 plug Tram Browning antenna 18 INCH NMO quarter wave VHF 150-162 MHz BLACK MAST	2 1	7.50 14.95	15.00 14.95

Subtotal	\$12,493.74
Sales Tax (7.75%)	\$0.00
Total	\$12,493.74

Signature _____ Date _____

Our quotes are valid for 14 days

****PLEASE NOTE LIGHTBARS / PARTITIONS TAKE 8-12 WEEKS TO ARRIVE FROM ORDER DATE****

Phone #	Fax #	E-mail	Web Site
8154791717	815-479-1818	stacey@ultrastrobe.com	www.ultrastrobe.com

James Chrysler Dodge Jeep RAM
 206 SOUTH STATE STREET
 HAMPSHIRE, IL 601407001

Configuration Preview

Date Printed: 2024-02-21 1:15 PM
 Estimated Ship Date:

VIN:
 VON:

Quantity: 1
 Status: BA - Pending order
 FAN 1: 00BJN Village of Hampshire
 FAN 2:
 Client Code:
 Bid Number: TB4063
 PO Number:

Sold to:
 James Chrysler Dodge Jeep RAM (60744)
 206 SOUTH STATE STREET
 HAMPSHIRE, IL 601407001

Ship to:
 James Chrysler Dodge Jeep RAM (60744)
 206 SOUTH STATE STREET
 HAMPSHIRE, IL 601407001

Vehicle: 2024 3500 TRADESMAN CREW CAB 4X4 (149 in WB 6 ft 4 in Box) (D28L91)

	Sales Code	Description	MSRP(USD)
Model:	D28L91	3500 TRADESMAN CREW CAB 4X4 (149 in WB 6 ft 4 in Box)	54,570
Package:	2GA	Customer Preferred Package 2GA	0
	ESB	6.4L V8 Heavy Duty HEMI MDS Engine	0
	DFX	8-Spd Auto 8HP75-LCV Transmission	0
Paint/Seat/Trim:	PW7	Bright White Clear Coat	0
	APA	Monotone Paint	0
	*V9	Cloth 40/20/40 Bench Seat	410
	-X9	Black	0
Options:	4DH	Prepaid Holdback	0
	4ES	Delivery Allowance Credit	0
	MAF	Fleet Purchase Incentive	0
	XHC	Trailer Brake Control	395
	GFA	Rear Window Defroster	195
	TCP	LT275/70R18E OWI On/Off Road Tires	0
	DMF	4.10 Axle Ratio	145
	AD2	Snow Chief Group	805
	A61	Tradesman Level 1 Equipment Group	195
	5N6	Easy Order	0
	4FM	Fleet Option Editor	0
	4FT	Fleet Sales Order	0
	151	Zone 51-Chicago	0
	4EA	Sold Vehicle	0
Non Equipment:	4FA	Special Bid-Ineligible For Incentive	0
Bid Number:	TB4063	Government Incentives	0
Discounts:	YG2	5.2 Additional Gallons of Gas	0
Destination Fees:			1,995

Total Price: 58,710.

Order Type: Fleet
 Scheduling Priority: 1-Sold Order
 Salesperson:
 Customer Name:
 Customer Address:
 Instructions: USA

PSP Month/Week:
 Build Priority: 99
 WESTERN
 8 FT

48,710.00
 8,000.00

Note: This is not an invoice. The prices and equipment shown on this priced order confirmation are tentative and subject to change or correction without prior notice. No claims against the content listed or prices quoted will be accepted. Refer to the vehicle invoice for final vehicle content and pricing. Orders are accepted only when the vehicle is shipped by the factory.



Purchase Agreement

Exhibit 3
Page 1 of 1

Rusty Mulvaney
James Chrysler Dodge Jeep Ram
206 South State Street
Hampshire, IL 60140

Buyer	Co-Buyer	Vehicle
Village Of Of Hampshire 234 S State St Hampshire, IL 60140 E: (847) 683-2181		2022 Ram 1500 Classic Tradesman VIN: 3C6JR6DG9NG412755 Stock #: P0670 Mileage: 8,980 Color: Bright White Clearcoat

Purchase Details	
Retail Price:	\$27,996.00
Sales Price:	\$26,980.00
Savings:	\$1,016.00
Accessories:	\$0.00
Government Fees:	\$208.00
Proc/Doc Fees:	\$358.03
Estimated Taxes:	\$0.00
Total Sales Price:	\$27,546.03
Trade Allowance:	\$0.00
Trade Payoff:	\$0.00
Trade Equity:	\$0.00
Rebate:	\$0.00
Cash Down:	\$0.00
Cash Price:	\$27,546.03

X

Customer Signature

X

Manager Signature

Date

Date

Disclaimer:

Payments are estimates and subject to final credit acceptance and manager approval.

Printed 5/13/24 2:23 PM



Village of Hampshire
234 S. State Street, Hampshire IL 60140
Phone: 847-683-2181 www.hampshireil.org

Agenda Supplement

TO: President Reid; Board of Trustees
FROM: Mo Khan, Assistant Village Manager for Development
FOR: Village Board Meeting on June 6, 2024
RE: Amending Municipal Code Regarding Reference to Employee Handbook

Background: The Village Board approved Resolution 24-15 which adopted the Village of Hampshire Employee Handbook. The Village Municipal Code also has language regarding personnel rules and a social media policy.

Analysis: Chapter 1 Article VIII of the Village Municipal Code provides language on two positions that do not exist within the Village and references personnel rules and a social media policy. The two positions that are not staffed as Village Employees are Building Inspector and Superintendent of Public Works.

To make the Village Municipal Code consistent with current staffing and the recently adopted Village Employee Handbook, Village staff is recommending the following text amendments:

1. Replacement of Section 1-8-1 which shall now refer to adoption of the Village Employee Handbook by reference.
2. Deletion of Sections 1-8-2, 1-8-3, and 1-8-4 in its entirety

Recommendation: For the Village Board to adopt an Ordinance amending Chapter 1 Article VIII of the Municipal Code.

ARTICLE VIII
VILLAGE EMPLOYEE HANDBOOK

SECTION:

1-8-1: VILLAGE EMPLOYEE HANDBOOK:

A. Adoption: The Village Employee Handbook is adopted by reference and shall be amended from time to time as needed by the Village Manager.

B. Effect: The provisions of this section shall apply to all non-elected and appointed employees of the village regardless of the time of employment for the employee.

ARTICLE VIII
VILLAGE EMPLOYEES

SECTION:

1-8-1: Building Inspector

1-8-2: Superintendent Of Public Works

1-8-3: Personnel Rules

1-8-4: Social Media Policy

~~1-8-1: BUILDING INSPECTOR:~~

~~—A. Appointment And Term: There is hereby established the position of building inspector. The building inspector shall be employed on an annual fiscal year basis by the village of Hampshire.~~

~~—B. Compensation: The building inspector shall receive such compensation as may be determined annually by the village president and board of trustees.~~

~~—C. Duties:~~

~~—1. The building inspector shall have the general charge and supervision of the construction, alteration, repair, erection, remodeling, removal, wrecking, equipment, use, occupancy and maintenance of all buildings, walls, structures or portions or sections thereof, and accessories thereto wheresoever located within the village, and to enforce all village ordinances relating thereto.~~

~~—2. The building inspector shall examine applications for building permits and all plans and specifications in connection therewith, and he shall have charge and supervision of building inspections on all buildings, structures or portions thereof in connection with work that has been authorized by a permit from the building department, including, but not limited to, boiler,~~

elevator, lighting, electrical, plumbing, heating, ventilating, refrigerating, and air conditioning equipment.

~~—3. The building inspector shall issue all necessary notices or orders to correct or remove illegal or unsafe buildings or structures or conditions therein.~~

~~—4. The building inspector shall require installation of safeguards which will prevent injury to person or property during construction.~~

~~—5. The building inspector shall require adequate exit facilities in existing buildings and structures.~~

~~—6. The building inspector shall ensure compliance with all of the building code requirements for the safety, health and general welfare of the public.~~

~~—7. The building inspector shall issue notices for violations through the following procedures regarding work without a permit:~~

~~— a. If work is done or in progress without a permit, the building inspector shall issue a violation notice. This violation notice shall be in writing to the owner and contractor.~~

~~— b. Any violation notice shall contain the name of the owner of the property and his address, the address of the building in violation, the name of any contractor and his address, and a date for submission of plans and applications for permits. Such date shall be no sooner than twenty four (24) hours from violation notice issuance, and no more than forty eight (48) hours from violation notice issuance.~~

~~— c. When an owner or contractor in violation makes application for permit, he shall agree to conform to all codes of the village of Hampshire, and to follow the plan review and building permit application procedures.~~

~~— d. If the date for submission of plans and application for permit is not met, the planning and zoning committee of the village board of trustees shall hold a hearing to permit the violator an opportunity to show cause why a complaint should not be filed. The building inspector, the village attorney and the violator or his representative shall be present.~~

~~— e. If cause is not demonstrated, the village attorney shall prepare and file a complaint.~~

~~—8. The building inspector shall follow the following procedures with respect to failure to meet the compliance date set in any other violation notice which has been issued:~~

~~— a. Reinspect property in violation of compliance date.~~

~~— b. Contact owner or contractor in violation when there has been partial or no compliance; such contract shall be verbal and also in writing within forty eight (48) hours of the reinspection.~~

~~— c. Recommend to the owner or contractor a course of action based on reinspection and facts supplied by the owner or contractor, establish a further reasonable compliance date and provide for reinspection on said compliance date.~~

~~— d. Repeat this reinspection process as long as satisfactory progress and good faith are demonstrated by the violator.~~

~~— e. If compliance cannot be secured, the planning and zoning committee of the village board of trustees shall hold a hearing to permit the violator an opportunity to show cause why a complaint should not be filed. The building inspector, the village attorney and the violator or his representative shall be present.~~

~~— f. If cause is not demonstrated, the village attorney shall prepare and file a complaint.~~

~~— 9. The building inspector shall, by the second Monday following the end of each month, furnish the village president and board of trustees with a full and complete report of all matters pertaining to the building department during the preceding month. Among such other matters as shall be relative thereto, there shall be included in said report the number of permits issued, stages of construction, alteration, remodeling or demolition, revocations, stop orders and notice orders issued, and the total fees charged.~~

~~— 10. The building inspector shall and he is hereby empowered to enforce all village ordinances relating to the installation, care and standards of plumbing.~~

~~— a. He shall make all necessary inspections and tests which may be needed in the performance of his duties.~~

~~— b. He shall have the power to enter any building or premises on or in which plumbing fixtures or pipes are being installed, altered or repaired, at all reasonable hours, to make inspections and ensure the enforcement of the ordinances relating to plumbing.~~

~~— c. He shall, at all times when making any such inspection or test, be in compliance with the Illinois Plumbing Licensing Act.~~

~~— d. In the event the building inspector is not in compliance with the Illinois Plumbing Licensing Act, he shall authorize as his agent to make such inspection or test one who is in compliance, subject to the approval of the village president and board of trustees.~~

~~— 11. The building inspector shall have the right during reasonable hours to enter any building in the discharge of his official duties, or for the purpose of making an inspection or test of the electrical equipment therein; and he shall have the duty and authority to enforce all the ordinance provisions relating to electric signs, electrical wiring and electrically operated equipment. He shall have the power to cause the current in any wire or conduit to be turned off whenever this is necessary in an emergency for the protection of life or property. He shall make all inspections necessary to the enforcement of the village ordinances; and no electric wiring shall be covered until it has been inspected and approved.~~

~~— 12. The building inspector shall have the power to order all work stopped on construction, alteration or repair of any building when the work is being done in violation of any provision of any ordinance relating thereto, or in violation of the zoning, electrical or plumbing ordinances. Work shall not be resumed after the issuance of such an order except on the written permission of the building inspector; provided, that if the stop order is an oral one, it shall be followed by a written stop order within an hour. Such written stop order may be served by any police officer.~~
(1985 Code)

~~1-8-2: SUPERINTENDENT OF PUBLIC WORKS:~~

~~—A. Creation Of Department: There is hereby established as an administrative department of the village, the department of public works.~~

~~—B. Superintendent Of Public Works: There is hereby created the position of superintendent of public works. The superintendent shall have charge of the department of public works in the village. The superintendent shall be employed by the village of Hampshire at such compensation as the board of trustees shall from time to time determine.~~

~~—C. Duties: The superintendent of public works shall be charged with the following duties:~~

~~—1. To operate and maintain the village water distribution system and all intakes, reservoirs, mains, hydrants and equipment, fixtures and appurtenances thereto and thereunto attached.~~

~~—2. To operate and maintain the village sewage treatment system including the sewage treatment plant, and all trunk lines, equipment, fixtures and appurtenances thereto belonging to the village.~~

~~—3. To have charge of and maintain all streets, curbs, alleys, public ways and highways and all storm sewers, detention areas, and other storm water facilities in the village and all walks, crosswalks, bridges, tunnels, viaducts, public places and public grounds under the jurisdiction of the village, keeping the same in good working order and condition, clean and free of obstructions, and to promptly cause the repair or the alteration thereof whenever the circumstances shall require.~~

~~—4. To direct and supervise the manner of using streets, alleys, public ways, highways and other public places of the village where sewer and/or water improvements are being installed or repairs made, except when the supervision of such is delegated by the village board of trustees to another officer or employee; and the manner of laying down water, sewer and other pipes authorized by law or village ordinance, and in the absence of a direction by the board of trustees, or village engineer, to determine and approve the location of the foregoing improvements or installations. During the progress of any such work, the superintendent shall require that the location thereof be adequately barricaded and protected so as to protect the public from damage or injury; and the same shall not be removed without the approval of the superintendent.~~

~~—5. To direct and supervise the removal of snow from the streets and sidewalks of the village, and the maintenance of the streets, alleys and public places of the village free and clean of objectionable weed or plant growth; and to remove weeds, brush and rubbish from privately owned property when so directed by the village president.~~

~~—6. To operate and maintain adequate facilities for all mechanical equipment and motor vehicle equipment assigned to the department of public works; to have charge, control and custody of all such equipment, and daily logs and maintenance schedules for same.~~

~~—7. To have the supervision, direction and control of all employees assigned to the department, including the maintenance foreman, and to perform personnel reviews and evaluations as described in the village personnel policy.~~

~~—8. To make or cause to be made and kept in his office a detailed map or plat of all sanitary sewers, water mains, and storm sewers, laid or constructed in the village, distinctly showing all junctions, house connections, equipment and fixtures appurtenant thereto.~~

~~—9. To maintain all public buildings in good repair.~~

~~—10. To enforce, or cause to be enforced, all laws and ordinances relating to all public works in the village.~~

~~—D. Maintenance Foreman: There is hereby established the position of maintenance foreman of public works. The maintenance foreman shall be employed by the village of Hampshire as a working foreman at such compensation as the board of trustees shall from time to time determine.~~

~~—1. Duties: Under the supervision of the superintendent, the maintenance foreman shall be responsible for the performance of the duties described in subsections C3, C5 and C6 of this section, and any other duties prescribed from time to time for the maintenance foreman by the superintendent or the board of trustees. (Ord. 00-14, 6-1-2000)~~

~~1-8-3: PERSONNEL RULES:~~

~~—A. Effect: The provisions of this section shall apply alike to all officers and employees of the village regardless of the time of the creation of the office or the time of the appointment of the officer or employee.~~

~~—B. Terms Of Office: Every appointive officer or employee of the village shall hold office for an indefinite term unless it is otherwise provided by statute or ordinance. Employees shall be selected on the basis of demonstrated ability, experience and training and shall serve so long as their services are required and they adequately perform their duties.~~

~~—C. Assignment Of Duties: The village president shall have the power to assign to any appointive officer or employee any duty which is not assigned by ordinance to any other specific officer; provided, that this provision shall not be construed to empower the village president to assign such duties. The president shall determine disputes or questions relating to the respective powers or duties of officers appointed by the president and board of trustees.~~

~~—D. Records: All records kept by any officer of the village shall be open to inspection by the village president or any member of the board of trustees at all reasonable times, whether or not such records are required to be kept by statute or ordinance.~~

~~—E. Monies Received: Each officer or employee of the village who received money for the village shall, at least once each month, turn over all money received by him in his official capacity to the village clerk or village treasurer with a statement showing the source from which the same was received.~~

~~—F. Oath: Every officer of the village shall, before entering upon his duties, take the oath prescribed by statute.~~

~~—G. Bond: Every officer and employee, if required by the board of trustees, before entering the duties of his office or position, shall give a bond in such amount as may be determined by the board, and with such sureties as it may approve, conditioned upon the faithful performance of the duties of his office or position. The village shall pay the cost of such bonds as it may require of the employees or officers.~~

~~—H. Salaries: All officers and employees of the village whose positions have been classified shall receive such salaries as shall be provided in the annual budget adopted by the board of trustees. All officers of the village whose positions are ungraded shall receive such salaries as may be provided from time to time by ordinance. No officer or employee receiving a salary from the village shall be entitled to retain any portion of any fees collected by him in the performance of his duties as a municipal officer or employee in the absence of a specific ordinance provision to that effect. Any such fees which are received shall be turned over to the treasurer.~~

~~—I. Termination Of Office: Every officer of the village, upon the termination of his term of office, for any cause whatsoever, shall deliver to his successor all books and records which may be the property of the village and if no successor has been appointed within one week after the termination of the term of office, such property shall be delivered to the village president.~~

~~—J. Impersonation: It shall be unlawful for any person to impersonate, without lawful authority, any village officer or employee. Any person violating this subsection shall be fined not less than twenty five dollars (\$25.00) nor more than five hundred dollars (\$500.00) for each offense.~~

~~—K. Interfering With Officers: It shall be unlawful to interfere with or hinder any officer or employee of the village while engaged in his duties. Any person violating any of the provisions of this subsection shall be fined not less than twenty five dollars (\$25.00) nor more than five hundred dollars (\$500.00) for each offense.~~

~~—L. Sick Pay: All full time personnel of the village shall be granted not more than five (5) working days' paid sick leave during each year of service. Said personnel may accumulate unused sick days for use in subsequent years, provided that the maximum number of unused sick days which may be accumulated by any employee shall be fifteen (15) days.~~

~~Any absenteeism due to illness in excess of the sick leave then due the officer or employee, or loss of vacation time, if any is due said officer or employee under the provisions of this chapter, for each day of absence. (1985 Code)~~

~~—M. Bereavement: All full time employees shall be allowed two (2) days of bereavement with pay in the event of the death of any member of his or her immediate family, or the immediate family of his or her spouse.~~

~~"Immediate family" means one's spouse, grandparents, father, mother, sister, brother, and children and their spouses. (Ord. 86 7, 7 15 1986)~~

~~—N. Vacation: All full time personnel of the village shall be entitled to the following number of days paid vacation per year:~~

~~—1. Full time personnel who have completed one full year of employment from the first day of employment shall be allowed five (5) days of paid vacation.~~

~~—2. Full time personnel who have completed two (2) full years of employment from the first day of employment shall be allowed ten (10) days of paid vacation.~~

~~—3. Full time personnel who have completed five (5) full years of employment from the first day of employment shall be allowed fifteen (15) days of paid vacation.~~

~~—4. Vacations shall be scheduled in all departments according to seniority.~~

~~—5. Qualified replacements for vacationing personnel shall be designated by department heads.~~

~~—6. Full time personnel may not accumulate unused vacation days for use in subsequent years, and any unused vacation days remaining at the end of each year of employment from the first day of employment shall be forfeited; provided, however, that the village board of trustees may, upon petition of any full time officer or employee, made prior to the date such vacation days would be forfeited, and for good cause shown, waive the effect of this provision and extend the time in which said vacation days shall be used. (1985 Code)~~

~~—O. Social Media Policy: All employees shall follow and adhere to the policy for use of social media by village employees set forth in section 1-8-4 of this article. (Ord. 13-18, 11-7-2013)~~

~~1-8-4: SOCIAL MEDIA POLICY:~~

~~—A. Purpose: The village has an overriding interest and expectation in determining what is stated on behalf of the village on its official village social media sites. In that regard, the following "social media use policy" is adopted for the purpose of establishing policies and regulations governing the use by the village of Hampshire of various social media sites, including, but not limited to, sites on "Facebook" and "Twitter", as a means of conveying and disseminating information from and/or about the village to its residents and to the public utilizing such methods of communication.~~

~~—1. For purposes of this policy, the following definitions apply:~~

~~—COMMENT: Includes any statement, language, information, article, picture, photograph, video or any other form of communicative content posted or published on a social media site.~~

~~—SOCIAL MEDIA: Shall be understood to mean accessible, expandable, and upgradable publishing technologies, through and on the world wide web, both as currently exist and which may come into being hereafter, which may be utilized to post or publish information, photographs, pictures, depictions, videos, comment and other content. Examples of current social media include Facebook, weblogs, Viddler, RSS, YouTube, Twitter, FourSquare, Vine and Flickr.~~

~~—2. Social media may be utilized by the village for the following purposes:~~

~~—a. As channels for disseminating time sensitive information as quickly as possible (example: emergency information);~~

~~— b. As channels for marketing or promoting information, photographs, pictures, depictions, videos or other content which serve to and may augment the village's efforts to broadcast its messages to the widest possible audience.~~

~~— c. As channels for disseminating general information about the village, its officials, departments, programs, meetings, and official actions.~~

~~— B. General Policy:~~

~~— 1. The village may from time to time establish or maintain a website or websites for village purposes, and the policy set forth in this article shall apply to any and all such sites at all times. The village currently maintains such a site at www.hampshireil.org, and this site shall be the official internet presence for the village unless and until the corporate authorities designate otherwise.~~

~~— 2. The village administrator, or his designee, shall be and is responsible for the establishment and maintenance of any website, and any social media site, by the village.~~

~~— 3. Each website and each social media site established or maintained by the village shall be administered, and the content of each such site shall be approved in advance, by the village administrator and/or his designee.~~

~~— 4. Each website and each social media site established or maintained by the village shall include a clear statement that such site is maintained by the village, and that any user thereof agrees to accept and comply with the village's social media policy.~~

~~— 5. The content of any social media site established or maintained by the village may be subject to state records retention laws and regulations, and should be preserved in accordance therewith.~~

~~— C. Comment:~~

~~— 1. Each social media site established by the village shall be considered to be a limited public forum and, as such, the village reserves the right in its sole discretion to restrict or remove any content thereon that is deemed to be in violation of the village's social media policy, the policy of any particular site used by the village, or any applicable law.~~

~~— 2. Any comment containing any of the following shall be and are considered inappropriate forms of comment, and shall not be permitted to be posted on any village social media site, and further, shall be and are subject to immediate removal and/or restriction by the village administrator or his designee:~~

~~— a. Any comment that is not related to the original topic posted on said site, including random or unintelligible comments;~~

~~— b. Any profane, obscene, violent, or pornographic comment;~~

~~— c. Any comment that promotes, fosters or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability, sexual orientation, or any other protected status;~~

- ~~— d. Any defamatory comment or personal attack;~~
- ~~— e. Any threat to any person or entity;~~
- ~~— f. Any comment in support of, or in opposition to, any political campaign or ballot measure;~~
- ~~— g. Solicitation of commerce, including, but not limited to, advertising of any business, or any product for sale;~~
- ~~— h. Any comment that suggests, promotes, advocates, depicts, or shows any content in violation of any federal, state or local law;~~
- ~~— i. Any comment that promotes, fosters, or encourages any illegal activity;~~
- ~~— j. Any information that may tend to compromise the safety or security of the public or any public utility, system, or program; or~~
- ~~— k. Any comment that violates a legal ownership interest, such as a copyright or trademark of any person or entity;~~
- ~~— l. Any comment that contains any external link to another site or other sites for the purpose of spam, viruses, link baits, click throughs, or other such practices.~~
- ~~— 3. The village reserves the right to report any violation of applicable laws to any law enforcement agency or to any other authority that may have applicable jurisdiction of the matter.~~
- ~~— 4. Any comment or any other content posted or published by a member of the public on any village social media site shall be considered to be the statement or opinion of the commenter or poster only, and posting or publication of any such comment shall not and does not imply endorsement of, or agreement by, the village with such statement or opinion, nor shall such comments or other content be deemed to state or reflect the statement, opinion or policy of the village, its officers, trustees, employees, agents, or appointees.~~
- ~~— 5. The village reserves the right at any time and without any prior notice to deny access to any social media site established or maintained by the village for any person or entity that violates the village's social media policy.~~
- ~~— 6. Any and all employees of the village who utilize any social media site established or maintained by the village shall be and are required to conduct themselves at all times in accordance with the following standards:~~
 - ~~— a. No employee shall use any such social media site for any purpose related to a campaign for public office, or to influence or affect, or to attempt to influence or affect, the results of any election or nomination.~~
 - ~~— b. No employee shall post, publish, or share personal information, photographs, videos or other content about himself or herself, or about any other village employee, elected official, appointed board or commission member, or candidate for any such position.~~
 - ~~— c. No employee shall post any information, photograph, video or other content which is confidential or privileged.~~

~~— d. No employee shall post any information, photographs, videos or other content that is related to any commercial product, business, venture, partnership or other entity in which such employee holds an interest for the purpose of selling or promoting such interest.~~

~~— e. No employee shall post, publish, or share any information, photograph, picture, depiction, video or other content that is prohibited from disclosure under the Illinois juvenile court act, 705 Illinois Compiled Statutes 5/1-1 et seq., or under any other law or regulation.~~

~~— f. No employee shall post, publish or share any information, photograph, picture, depiction, video, or other content that is or would be exempt from disclosure under the Illinois freedom of information act, 5 Illinois Compiled Statutes 140/1 et seq., without the express approval of the village administrator.~~

~~— g. Any employee responding to any comment on any such site shall include his/her name and title as part of such response.~~

~~— 7. All comments posted to any social media site established and/or maintained by the village shall be subject to the rules and regulations governing use of the site, and the village reserves the right to take appropriate and reasonable responsive action in regard to any such comments that may be in violation of such rules and regulations. (Ord. 13-18, 11-7-2013)~~

THE VILLAGE OF HAMPSHIRE

ORDINANCE NO. _____

**AN ORDINANCE AMENDING VARIOUS SECTIONS OF THE MUNICIPAL CODE
OF HAMPSHIRE OF 1985 REGARDING REFERENCE TO VILLAGE OF
HAMPSHIRE EMPLOYEE HANDBOOK FOR THE VILLAGE OF HAMPSHIRE,
KANE AND MCHENRY COUNTIES, ILLINOIS**

**ADOPTED BY
THE PRESIDENT AND BOARD OF TRUSTEES
OF THE
VILLAGE OF HAMPSHIRE**

THIS ___ DAY OF _____, 2024

Published in pamphlet form by authority
of the President and the Board of Trustees
of the Village of Hampshire, Illinois this
____ day of _____, 2024

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KANE AND MCHENRY COUNTIES, ILLINOIS**

WHEREAS, the Village of Hampshire, Illinois (the “Village”) is a duly organized and validly existing non-home rule municipality organized and operating under the Illinois Municipal Code (65 ILCS 5/1-1-1, *et seq.*); and

WHEREAS, the President of the Village (the “President”) and the Board of Trustees of the Village (with the President, the “Corporate Authorities”) are committed to providing employees with important employment guidelines and benefits of employment applicable to their employment with the Village.

WHEREAS, the Corporate Authorities approved Resolution 24-15 adopting the Village of Hampshire Employee Handbook (“Employee Handbook”)

WHEREAS, the Employee Handbook provides a summary of personnel practices and State and Federal Employment laws that affect Local Government Employees.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF HAMPSHIRE, KANE AND MCHENRY COUNTIES, ILLINOIS, AS FOLLOWS:

SECTION 1. The Corporate Authorities hereby find that all of the recitals hereinbefore stated as contained in the preambles to this Ordinance are full, true and correct and hereby incorporate and make them part of this Ordinance.

SECTION 2. That the Village Code is hereby amended, notwithstanding any provision, ordinance, resolution or Village Code section to the contrary, by amending Article VIII of Chapter 1 as set forth below (additions underlined; deletions ~~stricken~~):

ARTICLE XVII VILLAGE EMPLOYEE HANDBOOK VILLAGE EMPLOYEES

1-8-1: VILLAGE EMPLOYEE HANDBOOK

- A. Adoption: The Village Employee Handbook is adopted by reference and shall be amended from time to time as needed by the Village Manager.
- B. Effect: The provisions of this section shall apply to all non-elected and appointed employees of the Village regardless of the time of employment for the employee.

1-8-1: BUILDING INSPECTOR

~~A.— Appointment And Term: There is hereby established the position of building inspector. The building inspector shall be employed on an annual fiscal year basis by the village of Hampshire.~~

~~B.— Compensation: The building inspector shall receive such compensation as may be determined annually by the village president and board of trustees.~~

~~C.— Duties:~~

~~— 1. The building inspector shall have the general charge and supervision of the construction, alteration, repair, erection, remodeling, removal, wrecking, equipment, use, occupancy and maintenance of all buildings, walls, structures or portions or sections thereof, and accessories thereto wheresoever located within the village, and to enforce all village ordinances relating thereto.~~

~~— 2. The building inspector shall examine applications for building permits and all plans and specifications in connection therewith, and he shall have charge and supervision of building inspections on all buildings, structures or portions thereof in connection with work that has been authorized by a permit from the building department, including, but not limited to, boiler, elevator, lighting, electrical, plumbing, heating, ventilating, refrigerating, and air conditioning equipment.~~

~~— 3. The building inspector shall issue all necessary notices or orders to correct or remove illegal or unsafe buildings or structures or conditions therein.~~

~~— 4. The building inspector shall require installation of safeguards which will prevent injury to person or property during construction.~~

~~— 5. The building inspector shall require adequate exit facilities in existing buildings and structures.~~

~~— 6. The building inspector shall ensure compliance with all of the building code requirements for the safety, health and general welfare of the public.~~

~~— 7. The building inspector shall issue notices for violations through the following procedures regarding work without a permit:~~

~~— a. If work is done or in progress without a permit, the building inspector shall issue a violation notice. This violation notice shall be in writing to the owner and contractor.~~

~~— b. Any violation notice shall contain the name of the owner of the property and his address, the address of the building in violation, the name of any contractor and his address, and a date for submission of plans and applications for permits. Such date shall be no sooner than twenty four (24) hours from violation notice issuance, and no more than forty eight (48) hours from violation notice issuance.~~

~~— c. When an owner or contractor in violation makes application for permit, he shall agree to conform to all codes of the village of Hampshire, and to follow the plan review and building permit application procedures.~~

~~— d. If the date for submission of plans and application for permit is not met, the planning and zoning committee of the village board of trustees shall hold a hearing to permit the violator an opportunity to show cause why a complaint should not be filed. The building inspector, the village attorney and the violator or his representative shall be present.~~

~~— e. If cause is not demonstrated, the village attorney shall prepare and file a complaint.~~

~~— 8. The building inspector shall follow the following procedures with respect to failure to meet the compliance date set in any other violation notice which has been issued:~~

~~— a. Reinspect property in violation of compliance date.~~

~~— b. Contact owner or contractor in violation when there has been partial or no compliance; such contract shall be verbal and also in writing within forty eight (48) hours of the reinspection.~~

~~— c. Recommend to the owner or contractor a course of action based on reinspection and facts supplied by the owner or contractor, establish a further reasonable compliance date and provide for reinspection on said compliance date.~~

~~— d. Repeat this reinspection process as long as satisfactory progress and good faith are demonstrated by the violator.~~

~~— e. If compliance cannot be secured, the planning and zoning committee of the village board of trustees shall hold a hearing to permit the violator an opportunity to show cause why a complaint~~

~~should not be filed. The building inspector, the village attorney and the violator or his representative shall be present.~~

~~— f. If cause is not demonstrated, the village attorney shall prepare and file a complaint.~~

~~— 9. The building inspector shall, by the second Monday following the end of each month, furnish the village president and board of trustees with a full and complete report of all matters pertaining to the building department during the preceding month. Among such other matters as shall be relative thereto, there shall be included in said report the number of permits issued, stages of construction, alteration, remodeling or demolition, revocations, stop orders and notice orders issued, and the total fees charged.~~

~~— 10. The building inspector shall and he is hereby empowered to enforce all village ordinances relating to the installation, care and standards of plumbing.~~

~~— a. He shall make all necessary inspections and tests which may be needed in the performance of his duties.~~

~~— b. He shall have the power to enter any building or premises on or in which plumbing fixtures or pipes are being installed, altered or repaired, at all reasonable hours, to make inspections and ensure the enforcement of the ordinances relating to plumbing.~~

~~— c. He shall, at all times when making any such inspection or test, be in compliance with the Illinois Plumbing Licensing Act.~~

~~— d. In the event the building inspector is not in compliance with the Illinois Plumbing Licensing Act, he shall authorize as his agent to make such inspection or test one who is in compliance, subject to the approval of the village president and board of trustees.~~

~~— 11. The building inspector shall have the right during reasonable hours to enter any building in the discharge of his official duties, or for the purpose of making an inspection or test of the electrical equipment therein; and he shall have the duty and authority to enforce all the ordinance provisions relating to electric signs, electrical wiring and electrically operated equipment. He shall have the power to cause the current in any wire or conduit to be turned off whenever this is necessary in an emergency for the protection of life or property. He shall make all inspections necessary to the enforcement of the village ordinances; and no electric wiring shall be covered until it has been inspected and approved.~~

~~— 12. The building inspector shall have the power to order all work stopped on construction, alteration or repair of any building when the work is being done in violation of any provision of any ordinance relating thereto, or in violation of the zoning, electrical or plumbing ordinances. Work shall not be resumed after the issuance of such an order except on the written permission of the building inspector; provided, that if the stop order is an oral one, it shall be followed by a written stop order within an hour. Such written stop order may be served by any police officer.~~

~~1-8-2: SUPERINTENDENT OF PUBLIC WORKS:~~

~~A.— Creation Of Department: There is hereby established as an administrative department of the village, the department of public works.~~

~~B.— Superintendent Of Public Works: There is hereby created the position of superintendent of public works. The superintendent shall have charge of the department of public works in the village. The superintendent shall be employed by the village of Hampshire at such compensation as the board of trustees shall from time to time determine.~~

~~C.— Duties: The superintendent of public works shall be charged with the following duties:~~

~~— 1. To operate and maintain the village water distribution system and all intakes, reservoirs, mains, hydrants and equipment, fixtures and appurtenances thereto and thereunto attached.~~

~~— 2. To operate and maintain the village sewage treatment system including the sewage treatment plant, and all trunk lines, equipment, fixtures and appurtenances thereto belonging to the village.~~

~~— 3. To have charge of and maintain all streets, curbs, alleys, public ways and highways and all storm sewers, detention areas, and other storm water facilities in the village and all walks, crosswalks, bridges, tunnels, viaducts, public places and public grounds under the jurisdiction of the village, keeping the same in good working order and condition, clean and free of obstructions, and to promptly cause the repair or the alteration thereof whenever the circumstances shall require.~~

~~— 4. To direct and supervise the manner of using streets, alleys, public ways, highways and other public places of the village where sewer and/or water improvements are being installed or repairs made, except when the supervision of such is delegated by the village board of trustees to another officer or employee; and the manner of laying down water, sewer and other pipes authorized by law or village ordinance, and in the absence of a direction by the board of trustees, or village engineer, to determine and approve the location of the foregoing improvements or installations. During the progress of any such work, the superintendent shall require that the location thereof be adequately barricaded and protected so as to protect the public from damage or injury; and the same shall not be removed without the approval of the superintendent.~~

~~— 5. To direct and supervise the removal of snow from the streets and sidewalks of the village, and the maintenance of the streets, alleys and public places of the village free and clean of objectionable weed or plant growth; and to remove weeds, brush and rubbish from privately owned property when so directed by the village president.~~

~~— 6. To operate and maintain adequate facilities for all mechanical equipment and motor vehicle equipment assigned to the department of public works; to have charge, control and custody of all such equipment, and daily logs and maintenance schedules for same.~~

~~— 7. To have the supervision, direction and control of all employees assigned to the department, including the maintenance foreman, and to perform personnel reviews and evaluations as described in the village personnel policy.~~

~~— 8. To make or cause to be made and kept in his office a detailed map or plat of all sanitary sewers, water mains, and storm sewers, laid or constructed in the village, distinctly showing all junctions, house connections, equipment and fixtures appurtenant thereto.~~

~~— 9. To maintain all public buildings in good repair.~~

~~— 10. To enforce, or cause to be enforced, all laws and ordinances relating to all public works in the village.~~

~~D. Maintenance Foreman: There is hereby established the position of maintenance foreman of public works. The maintenance foreman shall be employed by the village of Hampshire as a working foreman at such compensation as the board of trustees shall from time to time determine.~~

~~— 1. Duties: Under the supervision of the superintendent, the maintenance foreman shall be responsible for the performance of the duties described in subsections C3, C5 and C6 of this section, and any other duties prescribed from time to time for the maintenance foreman by the superintendent or the board of trustees.~~

~~1-8-3: PERSONNEL RULES:~~

~~— A. Effect: The provisions of this section shall apply alike to all officers and employees of the village regardless of the time of the creation of the office or the time of the appointment of the officer or employee.~~

~~— B. Terms Of Office: Every appointive officer or employee of the village shall hold office for an indefinite term unless it is otherwise provided by statute or ordinance. Employees shall be selected on the basis of demonstrated ability, experience and training and shall serve so long as their services are required and they adequately perform their duties.~~

~~— C. Assignment Of Duties: The village president shall have the power to assign to any appointive officer or employee any duty which is not assigned by ordinance to any other specific officer; provided, that this provision shall not be construed to empower the village president to assign such duties. The president shall determine disputes or questions relating to the respective powers or duties of officers appointed by the president and board of trustees.~~

~~— D. Records: All records kept by any officer of the village shall be open to inspection by the village president or any member of the board of trustees at all reasonable times, whether or not such records are required to be kept by statute or ordinance.~~

~~— E. Monies Received: Each officer or employee of the village who received money for the village shall, at least once each month, turn over all money received by him in his official capacity to the village clerk or village treasurer with a statement showing the source from which the same was received.~~

~~—F.— Oath: Every officer of the village shall, before entering upon his duties, take the oath prescribed by statute.~~

~~—G.— Bond: Every officer and employee, if required by the board of trustees, before entering the duties of his office or position, shall give a bond in such amount as may be determined by the board, and with such sureties as it may approve, conditioned upon the faithful performance of the duties of his office or position. The village shall pay the cost of such bonds as it may require of the employees or officers.~~

~~—H.— Salaries: All officers and employees of the village whose positions have been classified shall receive such salaries as shall be provided in the annual budget adopted by the board of trustees. All officers of the village whose positions are ungraded shall receive such salaries as may be provided from time to time by ordinance. No officer or employee receiving a salary from the village shall be entitled to retain any portion of any fees collected by him in the performance of his duties as a municipal officer or employee in the absence of a specific ordinance provision to that effect. Any such fees which are received shall be turned over to the treasurer.~~

~~—I.— Termination Of Office: Every officer of the village, upon the termination of his term of office, for any cause whatsoever, shall deliver to his successor all books and records which may be the property of the village and if no successor has been appointed within one week after the termination of the term of office, such property shall be delivered to the village president.~~

~~—J.— Impersonation: It shall be unlawful for any person to impersonate, without lawful authority, any village officer or employee. Any person violating this subsection shall be fined not less than twenty five dollars (\$25.00) nor more than five hundred dollars (\$500.00) for each offense.~~

~~—K.— Interfering With Officers: It shall be unlawful to interfere with or hinder any officer or employee of the village while engaged in his duties. Any person violating any of the provisions of this subsection shall be fined not less than twenty five dollars (\$25.00) nor more than five hundred dollars (\$500.00) for each offense.~~

~~—L.— Sick Pay: All full-time personnel of the village shall be granted not more than five (5) working days' paid sick leave during each year of service. Said personnel may accumulate unused sick days for use in subsequent years, provided that the maximum number of unused sick days which may be accumulated by any employee shall be fifteen (15) days.~~

~~Any absenteeism due to illness in excess of the sick leave then due the officer or employee, or loss of vacation time, if any is due said officer or employee under the provisions of this chapter, for each day of absence. (1985 Code)~~

~~—M.— Bereavement: All full time employees shall be allowed two (2) days of bereavement with pay in the event of the death of any member of his or her immediate family, or the immediate family of his or her spouse.~~

~~"Immediate family" means one's spouse, grandparents, father, mother, sister, brother, and children and their spouses. (Ord. 86-7, 7-15-1986)~~

~~—N. Vacation: All full-time personnel of the village shall be entitled to the following number of days paid vacation per year:~~

~~—1. Full-time personnel who have completed one full year of employment from the first day of employment shall be allowed five (5) days of paid vacation.~~

~~—2. Full-time personnel who have completed two (2) full years of employment from the first day of employment shall be allowed ten (10) days of paid vacation.~~

~~—3. Full-time personnel who have completed five (5) full years of employment from the first day of employment shall be allowed fifteen (15) days of paid vacation.~~

~~—4. Vacations shall be scheduled in all departments according to seniority.~~

~~—5. Qualified replacements for vacationing personnel shall be designated by department heads.~~

~~—6. Full-time personnel may not accumulate unused vacation days for use in subsequent years, and any unused vacation days remaining at the end of each year of employment from the first day of employment shall be forfeited; provided, however, that the village board of trustees may, upon petition of any full-time officer or employee, made prior to the date such vacation days would be forfeited, and for good cause shown, waive the effect of this provision and extend the time in which said vacation days shall be used. (1985 Code)~~

~~—O. Social Media Policy: All employees shall follow and adhere to the policy for use of social media by village employees set forth in section 1-8-4 of this article~~

~~1-8-4: SOCIAL MEDIA POLICY:~~

~~A. Purpose: The village has an overriding interest and expectation in determining what is stated on behalf of the village on its official village social media sites. In that regard, the following "social media use policy" is adopted for the purpose of establishing policies and regulations governing the use by the village of Hampshire of various social media sites, including, but not limited to, sites on "Facebook" and "Twitter", as a means of conveying and disseminating information from and/or about the village to its residents and to the public utilizing such methods of communication.~~

~~—1. For purposes of this policy, the following definitions apply:~~

~~—COMMENT: Includes any statement, language, information, article, picture, photograph, video or any other form of communicative content posted or published on a social media site.~~

~~—SOCIAL MEDIA: Shall be understood to mean accessible, expandable, and upgradable publishing technologies, through and on the world-wide web, both as currently exist and which may come into being hereafter, which may be utilized to post or publish information, photographs, pictures, depictions, videos, comment and other content. Examples of current social media include Facebook, weblogs, Viddler, RSS, YouTube, Twitter, FourSquare, Vine and Flickr.~~

~~— 2. Social media may be utilized by the village for the following purposes:~~

~~— a. As channels for disseminating time sensitive information as quickly as possible (example: emergency information);~~

~~— b. As channels for marketing or promoting information, photographs, pictures, depictions, videos or other content which serve to and may augment the village's efforts to broadcast its messages to the widest possible audience.~~

~~— c. As channels for disseminating general information about the village, its officials, departments, programs, meetings, and official actions.~~

~~— B. General Policy:~~

~~— 1. The village may from time to time establish or maintain a website or websites for village purposes, and the policy set forth in this article shall apply to any and all such sites at all times. The village currently maintains such a site at www.hampshireil.org, and this site shall be the official internet presence for the village unless and until the corporate authorities designate otherwise.~~

~~— 2. The village administrator, or his designee, shall be and is responsible for the establishment and maintenance of any website, and any social media site, by the village.~~

~~— 3. Each website and each social media site established or maintained by the village shall be administered, and the content of each such site shall be approved in advance, by the village administrator and/or his designee.~~

~~— 4. Each website and each social media site established or maintained by the village shall include a clear statement that such site is maintained by the village, and that any user thereof agrees to accept and comply with the village's social media policy.~~

~~— 5. The content of any social media site established or maintained by the village may be subject to state records retention laws and regulations, and should be preserved in accordance therewith.~~

~~— C. Comment:~~

~~— 1. Each social media site established by the village shall be considered to be a limited public forum and, as such, the village reserves the right in its sole discretion to restrict or remove any content thereon that is deemed to be in violation of the village's social media policy, the policy of any particular site used by the village, or any applicable law.~~

~~— 2. Any comment containing any of the following shall be and are considered inappropriate forms of comment, and shall not be permitted to be posted on any village social media site, and further, shall be and are subject to immediate removal and/or restriction by the village administrator or his designee:~~

- ~~— a. Any comment that is not related to the original topic posted on said site, including random or unintelligible comments;~~
- ~~— b. Any profane, obscene, violent, or pornographic comment;~~
- ~~— c. Any comment that promotes, fosters or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability, sexual orientation, or any other protected status;~~
- ~~— d. Any defamatory comment or personal attack;~~
- ~~— e. Any threat to any person or entity;~~
- ~~— f. Any comment in support of, or in opposition to, any political campaign or ballot measure;~~
- ~~— g. Solicitation of commerce, including, but not limited to, advertising of any business, or any product for sale;~~
- ~~— h. Any comment that suggests, promotes, advocates, depicts, or shows any content in violation of any federal, state or local law;~~
- ~~— i. Any comment that promotes, fosters, or encourages any illegal activity;~~
- ~~— j. Any information that may tend to compromise the safety or security of the public or any public utility, system, or program; or~~
- ~~— k. Any comment that violates a legal ownership interest, such as a copyright or trademark of any person or entity;~~
- ~~— l. Any comment that contains any external link to another site or other sites for the purpose of spam, viruses, link baits, click throughs, or other such practices.~~
- ~~— 3. The village reserves the right to report any violation of applicable laws to any law enforcement agency or to any other authority that may have applicable jurisdiction of the matter.~~
- ~~— 4. Any comment or any other content posted or published by a member of the public on any village social media site shall be considered to be the statement or opinion of the commenter or poster only, and posting or publication of any such comment shall not and does not imply endorsement of, or agreement by, the village with such statement or opinion, nor shall such comments or other content be deemed to state or reflect the statement, opinion or policy of the village, its officers, trustees, employees, agents, or appointees.~~
- ~~— 5. The village reserves the right at any time and without any prior notice to deny access to any social media site established or maintained by the village for any person or entity that violates the village's social media policy.~~

~~— 6. Any and all employees of the village who utilize any social media site established or maintained by the village shall be and are required to conduct themselves at all times in accordance with the following standards:~~

~~— a. No employee shall use any such social media site for any purpose related to a campaign for public office, or to influence or affect, or to attempt to influence or affect, the results of any election or nomination.~~

~~— b. No employee shall post, publish, or share personal information, photographs, videos or other content about himself or herself, or about any other village employee, elected official, appointed board or commission member, or candidate for any such position.~~

~~— c. No employee shall post any information, photograph, video or other content which is confidential or privileged.~~

~~— d. No employee shall post any information, photographs, videos or other content that is related to any commercial product, business, venture, partnership or other entity in which such employee holds an interest for the purpose of selling or promoting such interest.~~

~~— e. No employee shall post, publish, or share any information, photograph, picture, depiction, video or other content that is prohibited from disclosure under the Illinois juvenile court act, 705 Illinois Compiled Statutes 5/1-1 et seq., or under any other law or regulation.~~

~~— f. No employee shall post, publish or share any information, photograph, picture, depiction, video, or other content that is or would be exempt from disclosure under the Illinois freedom of information act, 5 Illinois Compiled Statutes 140/1 et seq., without the express approval of the village administrator.~~

~~— g. Any employee responding to any comment on any such site shall include his/her name and title as part of such response.~~

~~— 7. All comments posted to any social media site established and/or maintained by the village shall be subject to the rules and regulations governing use of the site, and the village reserves the right to take appropriate and reasonable responsive action in regard to any such comments that may be in violation of such rules and regulations.~~

SECTION 3. The officers, employees, and/or agents of the Village shall take all action necessary or reasonably required to carry out, give effect to, and consummate the amendments contemplated by this Ordinance and shall take all action necessary in conformity therewith.

SECTION 4. All past, present and future acts and doings of the officials of the Village that are in conformity with the purpose and intent of this Ordinance are hereby, in all respects, ratified, approved, authorized and confirmed.

SECTION 5. The provisions of this Ordinance are hereby declared to be severable and should any provision of this Ordinance be determined to be in conflict with any law, statute, or regulation by a court of competent jurisdiction, said provision shall be excluded and deemed inoperative and unenforceable and all other provisions shall remain unaffected, unimpaired, valid and in full force and effect.

SECTION 6. In the event of any conflict between the terms of this Ordinance and the terms of the Village Code, or any other code, ordinance or regulation of the Village, the terms of this Ordinance shall control and prevail in all instances.

SECTION 7. All code provisions, ordinances, resolutions, rules and orders, or parts thereof, in conflict herewith are, to the extent of such conflict, hereby superseded.

SECTION 8. A full, true and complete copy of this Ordinance shall be published in pamphlet form or in a newspaper published and of general circulation within the Village as provided by the Illinois Municipal Code, as amended.

SECTION 9. This Ordinance shall be in full force and effect ten (10) days after passage, approval and publication in pamphlet form or as otherwise provided by applicable law.

ADOPTED THIS ___ DAY OF _____, 2024.

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAIN: _____

ADOPTED THIS __ DAY OF _____, 2024.

Michael J. Reid, Jr., Village President

ATTEST:

Karen L. Stuehler, Village Clerk

STATE OF ILLINOIS)
) SS
COUNTY OF KANE)

CLERK’S CERTIFICATE

I, Karen L. Stuehler, certify that I am the duly appointed and acting Clerk of the Village of Hampshire, Kane and McHenry Counties, Illinois, and I do hereby certify that I am currently the keeper of its books and records and that the attached hereto is a true and correct copy of an Ordinance titled:

AN ORDINANCE AMENDING VARIOUS SECTIONS OF THE MUNICIPAL CODE OF HAMPSHIRE OF 1985 REGARDING REFERENCE TO VILLAGE OF HAMPSHIRE EMPLOYEE HANDBOOK FOR THE VILLAGE OF HAMPSHIRE, KANE AND MCHENRY COUNTIES, ILLINOIS

I certify that on _____, 2024, the Board of Trustees of Hampshire (or the Corporate Authorities, if required by law), at a regular meeting, passed and adopted Ordinance No. _____, which was approved by the Village President on the _____ day of _____, 2024.

I do further certify, in my official capacity, that a quorum of said Board of Trustees was present at the meeting and that the meeting was held in compliance with all requirements of the Open Meetings Act (5 ILCS 120/1, *et seq.*).

The pamphlet form of Ordinance No. _____, including the Ordinance and cover sheet thereof, was prepared and a copy of such Ordinance was posted in the municipal building, commencing on _____, 2024 and continuing for at least ten (10) days thereafter. Copies of such Ordinance are also available for public inspection upon request in the office of the Village Clerk and online.

DATED at Hampshire, Illinois, this _____ day of _____, 2024.

Karen L. Stuehler, Village Clerk
Village of Hampshire

(Seal)



To: Village of Hampshire

From: Engineering Enterprises, Inc.

Date: May 24, 2024

**Re: Well No. 9 Water Treatment Plant Cation Exchange Media Replacement –
Final Pay Application and Project Closeout Agenda Supplement**

EI Job #: HA2317-V

Background

The Well No. 9 Water Treatment Plant Cation Exchange Media Replacement was completed by Global Water Services, LLC in the Spring of 2024. At this time, we are seeking to process the final (and only) pay application, and close out the project.

Change Order No. 1

We have prepared the attached balancing Change Order to account for all pay items used and not used during construction of the project. Inspection of the steel tanks and appurtenances by EEI determined that the existing components were in better condition than anticipated, and recommendations that were provided resulted in less rehabilitation work and lower cost for construction. The result of the change order is a reduction of the contract total by \$21,325.00 from the original contract amount of \$146,900.00 to a revised and final contract amount of \$125,575.00.

Pay Estimate No. 3 and Final

We are asking the board to approve Pay Estimate No. 1 and Final in the amount of **\$125,575.00**. This represents payment for the completion of the media removal and replacement work, and release of project retainage. See attached recommendation letter including invoice, pay estimate, change order, and final waiver of lien.



May 24, 2024

Mr. Jay Hedges (via Email)
Village Manager
Village of Hampshire
234 South State Street
Hampshire, IL 60140

**Re: *Engineer's Payment Estimate No. 1 and Final
Well No. 9 Water Treatment Plant Cation Exchange Media Replacement
Village of Hampshire, Kane County, IL***

Dear Mr. Hedges:

This is to certify that payment in the amount of **\$125,575.00** is due to Global Water Services, LLC, P.O. Box 2, Mount Vernon, IA 52314, in accordance with the attached engineer's pay estimate and change order. Also enclosed is the invoice and final waiver of lien submitted to us by Global Water Services, LLC. This is the final pay application for this project. The final amount due is \$21,325 (14.5%) less than the awarded contract amount of \$146,900.

If you have any questions or need additional information, please contact me.

Respectfully submitted,

ENGINEERING ENTERPRISES, INC.

A handwritten signature in blue ink, reading 'Stephen T. Dennison', is positioned below the company name.

Stephen Dennison, P.E.
Vice President

pc: TNP, SRC – EEI (via email)

FROM APRIL 1, 2024 TO MAY 9, 2024
 PAYABLE TO: GLOBAL WATER SERVICES, LLC
 REMITTANCE ADDRESS: P.O. BOX 2, MOUNT VERNON, IA 52314

ENGINEER'S PAYMENT ESTIMATE NO. 1 AND FINAL
 WELL NO. 9 WATER TREATMENT PLANT CATION EXCHANGE MEDIA REPLACEMENT
 VILLAGE OF HAMPSHIRE
 KANE COUNTY, ILLINOIS

ITEM NO.	ITEMS	AWARDED QUANTITY	UNITS	UNIT PRICE	AWARDED VALUE	ADDED QUANTITY	DEDUCTED QUANTITY	COMPLETED QUANTITY THIS PAY PERIOD	COMPLETED VALUE THIS PAY PERIOD	TOTAL COMPLETED QUANTITY	TOTAL COMPLETED VALUES
1	PERFORMANCE AND PAYMENT BONDS	1	LS	\$ 5,500.00	\$ 5,500.00			1.0	\$5,500.00	1.0	\$5,500.00
2	REMOVE AND DISPOSE EXISTING CATION EXCHANGE MEDIA AND SUPPORT MATERIAL FROM TREATMENT UNITS 1, 2, & 3 (WORK TO BE COMPLETED ON ALL THREE UNITS AT THE SAME TIME) AND DISPOSE OF OFFSITE, INCLUDING POWER WASHING OF INTERIOR OF EACH UNIT, AND PROVIDE INSPECTION REPORT, IN ACCORDANCE WITH THE SPECIFICATIONS	1	LS	\$ 25,500.00	\$ 25,500.00			1.0	\$25,500.00	1.0	\$25,500.00
3	FURNISH AND INSTALL NEW CATION EXCHANGE AND GRAVEL MEDIA IN TREATMENT UNITS 1, 2, & 3 (WORK TO BE COMPLETED ON ALL THREE UNITS AT THE SAME TIME), INCLUDING DISINFECTION, IN ACCORDANCE WITH THE SPECIFICATIONS	1	LS	\$ 89,000.00	\$ 89,000.00			1.0	\$89,000.00	1.0	\$89,000.00
4	VESSEL INTERIOR SPOT REPAIRS WITH BLASTING / PAINTING, IN ACCORDANCE WITH THE SPECIFICATIONS	300	SF	\$ 25.00	\$ 7,500.00		293	7.00	\$175.00	7.00	\$175.00
5	PERFORM BASELINE RADIOLOGICAL CONTAMINATION SURVEY OF THE FACILITY PRIOR TO MEDIA REMOVAL, AND CONFIRMATORY RADIOLOGICAL CONTAMINATION SURVEY AFTER MEDIA REMOVAL, IN ACCORDANCE WITH THE SPECIFICATIONS	1	LS	\$ 4,400.00	\$ 4,400.00			1.0	\$4,400.00	1.0	\$4,400.00
6	VESSEL INTERIOR WELD REPAIRS, IN ACCORDANCE WITH THE SPECIFICATIONS	8	EA	\$ 1,250.00	\$ 10,000.00		8	0.00	\$0.00	0.00	\$0.00
7	ITEMS ORDERED BY THE ENGINEER ¹ BRINE HEADER REPAIR AND SUPPORT BRACKETS	5,000	EA	\$ 1.00	\$ 5,000.00		0.8	1,000.0	\$1,000.00	1,000.0	\$1,000.00

1. Allowance includes the material and labor for the brine distribution header in the middle tank and the 2 brine header support brackets.

TOTAL FOR ALL CONTRACT ITEMS 1-7 FOR WELL NO. 9 WTP CATION EXCHANGE MEDIA REPLACEMENT **\$146,900.00** **\$125,575.00** **\$125,575.00**

MISCELLANEOUS EXTRAS AND CREDITS VALUE

1	CHANGE ORDER NO. 1	-\$21,325.00
2		
3		

TOTAL AWARDED VALUE \$146,900.00
 TOTAL MISCELLANEOUS EXTRAS AND CREDITS -\$21,325.00
 TOTAL VALUE OF COMPLETED WORK \$125,575.00
 DEDUCT RETAINAGE 0% \$ -
 BALANCE DUE ON COMPLETED WORK \$125,575.00

MISCELLANEOUS DEBITS

1		
2		
3		

TOTAL DEBITS \$ -
 NET AMOUNT DUE **\$125,575.00**

PREPARED BY : SARAH COWLEY, E.I. DATE: 5/17/2024

TITLE: PROJECT ENGINEER

APPROVED BY : STEVE DENNISON, P.E. DATE: 5/17/2024

TITLE: PROJECT MANAGER

CHANGE ORDER

Order No. 1

Date: 5/17/2024

Agreement Date: 2/7/2024

NAME OF PROJECT: WELL NO. 9 WATER TREATMENT PLANT CATION EXCHANGE MEDIA REPLACEMENT

OWNER: VILLAGE OF HAMPSHIRE

CONTRACTOR: GLOBAL WATER SERVICES, LLC

The following changes are hereby made to the CONTRACT DOCUMENTS:

UNUSED CONTRACT ITEMS – Credit: \$10,000.00

Changes to the Contract Documents:

The contract awarded by the Village included Base Bid Item #6 pertaining to a quantity of 8 interior weld repairs. This item and quantity were not fully utilized during the project. The PCO includes a total credit for the unused quantities of \$10,000.00.

Justification:

The unused quantity for Awarded Bid Item #6 was not required to complete the vessel rehabilitation and media replacement for the three cation exchange tanks in Well No. 9 WTP.

BID ITEM #4 VESSEL INTERIOR SPOT REPAIRS WITH BLASTING/PAINTING – Credit: \$7,325.00

Changes to the Contract Documents:

The base bid scope included a total quantity of 300 square feet of interior surface area for all three vessels.

Bid Item #4: Vessel Interior Spot Repairs with Blasting/Painting was awarded in the amount of \$7,500.00 for 300 square feet. The actual amount utilized during the project was \$175.00 for a total of 7 square feet of surface prep and spot coating on the interior of the vessels. Therefore, the remaining unused balance will be credited back to the Village in the amount of \$7,325.00.

Justification:

The contractor identified only a few small areas inside the vessels that required spot coating.

BID ITEM #7 ITEMS ORDERED BY THE ENGINEER – Credit: \$4,000.00

Changes to the Contract Documents:

The base bid scope included an allowance for miscellaneous work items ordered by the engineer necessary to complete rehabilitation of the media exchange vessels identified after inspection of the vessels. Additional vessel rehabilitation and repair work including material, labor, and equipment.

Bid Item #7: Items Ordered by the Engineer was awarded in the amount of \$5,000.00. The actual amount utilized during the project was \$1,000.00 for the materials and labor required for the repair of the brine distribution header in the middle vessel and the installation of support brackets for the brine headers in the middle and west vessels. Therefore, the remaining unused balance will be credited back to the Village in the amount of \$4,000.00.

Justification:

The brine distribution header in the middle vessel was broken and required replacement. The brine headers in the middle and west vessels were determined by the contractor to be poorly supported, and the pipes would benefit from the installation of a support bracket that attaches to the distribution header to improve the longevity of the brine distribution system.

Change of CONTRACT PRICE:


Original CONTRACT PRICE:	\$146,900.00
Current CONTRACT PRICE adjusted by previous CHANGE ORDER(S)	\$146,900.00
The CONTRACT PRICE due to this CHANGE ORDER will be (decreased) by:	\$21,325.00
The new CONTRACT PRICE including this CHANGE ORDER will be	\$125,575.00

Change to CONTRACT TIME:

The CONTRACT TIME will be (increased) by 0 calendar days.
The date for completion of all work will be 5/31/2024.

Approvals Required:

To be effective this order must be approved by the agency if it changes the scope or objective of the PROJECT, or as may otherwise be required by the SUPPLEMENTAL GENERAL CONDITIONS.

Requested by:  GLOBAL WATERSERVICES, LLC
KEITH HUEBNER PRES CONTRACTOR

Recommended by:  Stephen T. Dunne Engineering Enterprises, Inc.

Accepted by:  Jay Hodges Village of Hampshire



Global Water Services, LLC
Mount Vernon, IA 52314

Invoice

Date	Invoice #
5/9/2024	G824107501

Bill To
Village of Hampshire 234 S. State Street Hampshire, IL 60140

Ship To
Village of Hampshire Well 9 Water Treatment Plant 183 Barn Owl Dr. Hampshire, IL 60140

P.O. No.	Terms	Due Date
Well 9 WTP		5/9/2024

Item	Description	Quantity	Rate	Amount
Com Misc- R...	Line 1 Performance and Payment Bonds	1	5,500.00	5,500.00
Com Misc- R...	Line 2 Remove and dispose cation resin, exchange media and support material, cleaning of 3 units	1	25,500.00	25,500.00
Com Misc- R...	Line 3 New Cation Resin and gravel furnish and install in Water Treatment Units 1, 2, & 3	1	89,000.00	89,000.00
Com Misc- R...	Line 4 Interior spot repairs with blasting and painting per square foot	7	25.00	175.00
Com Misc- R...	Line 5 Baseline Rasiological contamination survey before and after	1	4,400.00	4,400.00
Com Misc- R...	Line 7 Items ordered by the engineer-support brackets	1	1,000.00	1,000.00

		Subtotal	\$125,575.00
Phone: 319-895-7140x3 admin@globalwaterservices.com Tax ID 46-2034660 Please Remit all payments to PO Box 2 Mount Vernon, IA 52314 Past Due Invoices are subject to Finance Charges of 1.5% (18% annually).		Sales Tax (0.0%)	\$0.00
IMPORTANT NOTICE: GWS will NOT change any banking information. Sensitive information is ONLY done via site contact, NEVER by email or an unknown caller.		Payments/Credits	\$0.00
		Total Due	\$125,575.00



STATE OF ILLINOIS
 COUNTY OF Kane

FINAL WAIVER OF LIEN

Gty #

Escrow #

TO WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by Village of Hampshire
 to furnish Well 9 Water Treatment Plant Exchange Media Replacement
 for the premises known as Well 9 Water Treatment Plant
 of which Village of Hampshire is the owner.

THE undersigned, for and in consideration of One hundred twenty five thousand five hundred seventy five and 00/100
 (\$ 125,575.00) Dollars, and other good and valuable considerations, the receipt whereof is hereby acknowledged, do(es)
 hereby waive and release any and all lien or claim of, or right to, lien, under the statutes of the State of Illinois, relating to mechanics'
 liens, with respect to and on said above-described premises, and the improvements thereon, and on the material, fixtures, apparatus or
 machinery furnished, and on the moneys, funds or other considerations due or to become due from the owner, on account of all labor,
 services, material, fixtures, apparatus or machinery, heretofore furnished, or which may be furnished at any time hereafter, by the
 undersigned for the above-described premises, INCLUDING EXTRAS.*

DATE 5/9/24 COMPANY NAME Global Water Services, LLC
 ADDRESS 115 E. 5th Ave Lisbon, IA 52253 P.O. Box 2 Mt. Vernon, IA 52314
 SIGNATURE AND TITLE [Signature] Administrator

*EXTRAS INCLUDE BUT ARE NOT LIMITED TO CHANGE ORDERS, BOTH ORAL AND WRITTEN, TO THE CONTRACT

CONTRACTOR'S AFFIDAVIT

STATE OF ILLINOIS
 COUNTY OF Kane

TO WHOM IT MAY CONCERN:

THE UNDERSIGNED, (NAME) Janet Huebner BEING DULY SWORN, DEPOSES
 AND SAYS THAT HE OR SHE IS (POSITION) Administrator OF
 (COMPANY NAME) Global Water Services, LLC WHO IS THE
 CONTRACTOR FURNISHING Exchange Media Replacement WORK ON THE BUILDING
 LOCATED AT Well 9 Water Treatment Plant
 OWNED BY the Village of Hampshire

That the total amount of the contract including extras* is \$ 125,575.00 on which he or she has received payment of
 \$ 0 prior to this payment. That all waivers are true, correct and genuine and delivered unconditionally and that
 there is no claim either legal or equitable to defeat the validity of said waivers. That the following are the names and addresses of all
 parties who have furnished material or labor, or both, for said work and all parties having contracts or sub contracts for specific
 portions of said work or for material entering into the construction thereof and the amount due or to become due to each, and that the
 items mentioned include all labor and material required to complete said work according to plans and specifications:

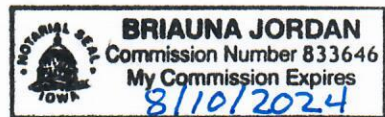
NAMES AND ADDRESSES	WHAT FOR	CONTRACT PRICE INCLDG EXTRAS*	AMOUNT PAID	THIS PAYMENT	BALANCE DUE
<u>Global Water Services, LLC P.O. Box 2 Mt. Vernon, IA 52314</u>	<u>Exchange Media Replacement</u>	<u>125,575.00</u>	<u>0</u>	<u>125,575.00</u>	<u>0</u>
TOTAL LABOR AND MATERIAL INCLUDING EXTRAS* TO COMPLETE.		<u>125,575.00</u>	<u>0</u>	<u>125,575.00</u>	<u>0</u>

That there are no other contracts for said work outstanding, and that there is nothing due or to become due to any person for material,
 labor or other work of any kind done or to be done upon or in connection with said work other than above stated.

DATE 5/9/24 SIGNATURE: [Signature]
 SUBSCRIBED AND SWORN TO BEFORE ME THIS 9th DAY OF May, 2024

*EXTRAS INCLUDE BUT ARE NOT LIMITED TO CHANGE ORDERS, BOTH ORAL AND WRITTEN, TO THE CONTRACT.

Briauna Jordan
 NOTARY PUBLIC





Village of Hampshire
234 S. State Street, Hampshire IL 60140
Phone: 847-683-2181 www.hampshireil.org

Monthly Report

TO: President Reid; Board of Trustees
FROM: Mo Khan, Assistant Village Manager for Development
FOR: Village Board Meeting on May 16, 2024
RE: Building Report - April & May 2024

Building Performance Metrics	<u>April/May</u>	<u>Monthly Avg.</u>	<u>CY24 TTD</u>
• Total permits issued	78/87	50	248
○ New single-family homes	20/13	10	49
○ Townhome/duplex units	0	0	0
• Avg. plan review time	2.84/4.1 days	3.42 days	n/a
• Inspections	527/716	622	3,112
• Permit fees collected	\$82,687/\$54,921	\$40,139	\$200,696
• Other Village fees collected	\$39,596/\$25,737	\$20,056	\$100,281

Code Enforcement Performance

Metrics	<u>April/May</u>	<u>Monthly Avg.</u>	<u>CY24 TTD</u>
• No. of complaints	0	0.20	1
• No. of new cases	0	0.20	1
• No. of active cases	11/5	n/a	n/a

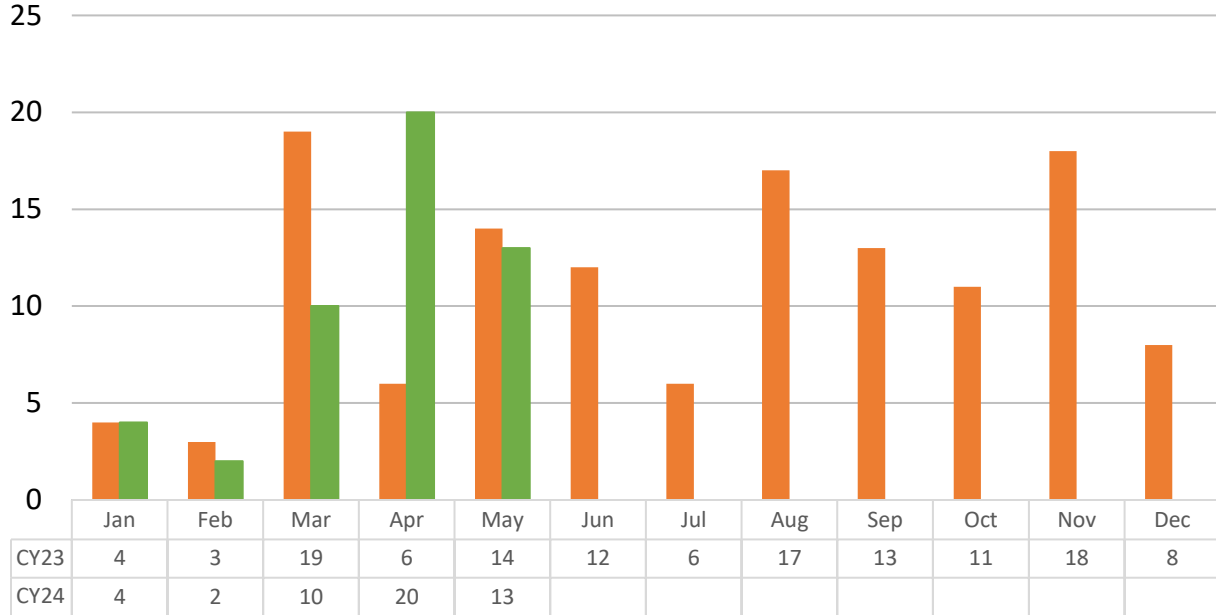
New Single-Family Detached Home

Permits Issued

■ CY23 ■ CY24

CY23:
CY24:

CY TTD
131
36



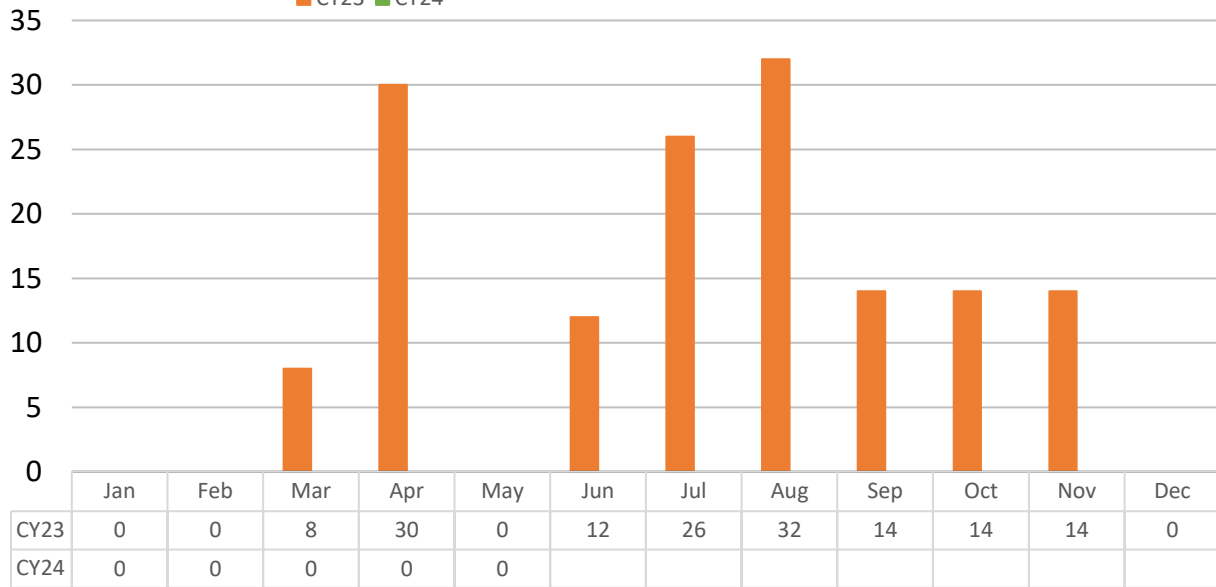
New Duplex/Townhome Units

Permits Issued

■ CY23 ■ CY24

CY23:
CY24:

CY TTD
150
0



Village of Hampshire Street Department

Monthly Report: May 2024

Finished Paving Bids for 2024
Street Scape canopy lighting hung around perimeter
Street Scape crosswalks prepped and painted
Cleaned out pre-wet tanks for seasonal storage
Sidewalk replacement assessment completed
Ground tree stumps from Fall/Winter tree removal
Removed very large hazardous Locust tree at 359 Oak st

Sweeper

Swept entire Village

Through our Shared Services Program the Village of Gilberts used Hampshire's sweeper for a few days

SSA and Street department mowing

Mowing SSA properties
First application of cattail treatment - Aquacide
Mowing Village properties and r.o.w.

Utility Locates

401 Normal
17 Emergency

Asphalt Usage

2.13 tons for various pot holes

Tree Trimming

Finished West side of State st.

Work Performed

Vehicle and Equipment Maintenance
Street Light Repair
Storm Sewer Maintenance
Sidewalk Grinding
Other Miscellaneous Projects



To: Village President and Board of Trustees

From: Timothy N. Paulson, P.E., CFM

Date: May 29, 2024

Re: Monthly Engineering Report

EEI Job #: HA2400-V

All:

Please find below a brief status report of current Village and development projects.

Village Projects

- Safe Routes to School
 - ✓ Completed Prelim Plans and Estimates
 - ✓ Meeting with IDOT 6/7/24
- Park and Rinn Storm Sewer Improvements
 - ✓ Grant Approval Process Expected to be Finalized Soon
 - ✓ Then Move into Design
- UV System Replacement
 - ✓ Design Ongoing
- Well 9 WTP Media Replacement Project
 - ✓ Project Completed
- N. State Street
 - ✓ Prelim Plan Completed
 - ✓ Submitted to IDOT and Requested Required Meeting with IDOT

Development Projects

- Prairie Ridge K & L, M, and R
 - ✓ Surface Course Installed
 - ✓ Punch List Inspections for Acceptance
- Prairie Ridge – North of Kelley Road
 - ✓ Underground Work Continuing for Neighborhoods Z, and AA
 - ✓ Home Construction Starting
 - ✓ Design for Prairie Ridge North Lift Station Ongoing
 - ✓ Plans Submitted for Neighborhoods U, V & Y – Under Review



- Tamms Farm
 - ✓ Punchlist Inspections

- Stanley North – TRZ Self Storage
 - ✓ As-Built Resubmittal and Plat of Easement Submittal Under Review
 - ✓ Punchlist Inspection

- Hampshire 90 Logistics Park and Vista Trans
 - ✓ IDOT Route 20 Improvements to be Completed
 - ✓ Punchlist Inspection

- Hampshire Grove
 - ✓ Construction Ongoing on Old Dominion Site

- Tinajero Property
 - ✓ Preconstruction Meeting Held
 - ✓ Construction Pending Submittal of LOC

- Oakstead
 - ✓ Engineering Approved
 - ✓ Waiting on Schedule from Developer
 - ✓ PRV Station Design Beginning in June

- Seyller Park
 - ✓ Parking Improvements Complete Except for Landscaping and Restoration

If you have any questions please contact me at tpaulson@eeiweb.com or (630) 466-6727.

Pc: Jay Hedges, Village Manager