

**REGULAR MEETING OF THE BOARD OF TRUSTEES  
MINUTES  
September 15, 2022**

The regular meeting of the Village Board of Hampshire was called to order by Village President Michael J. Reid, Jr. at 7:00 p.m. in the Village of Hampshire Village Board Room, 234 S. State Street, on Thursday, September 15, 2022.

Roll call by Village Clerk Vasquez:

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

Absent: None

A quorum was established.

In addition, present in-person were Village Manager Jay Hedges, Village Attorney Mark Schuster, Assistant to the Village Manager Josh Wray, Finance Director Lori Lyons, and Police Lieutenant Jones. Also, present electronically: Tim Paulson from EEI.

President Reid led the Pledge of Allegiance.

**MINUTES**

Trustee Pollastrini moved to approve the minutes of September 1, 2022.

Seconded by Trustee Fodor

Motion carried by roll call vote.

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

Nays: None

Absent: None

**PRESENTATION TO LT. HOBERT JONES**

President Reid presented Lt. Jones a retirement award and congratulated him. His family was present in the audience. Everyone congratulated Lt. Jones and wished him well.

Lt. Jones thanked the Village Board and the residents for all the support throughout the years.

Everyone stood up and gave him a standing ovation.

**APPOINTMENTS**

A Motion to Approve the Appointment of Doug Pann as Chief of Police on an Interim Basis, Commencing this Date and Ending upon approval of the appointment of a Permanent Chief of Police

President Reid briefly summarized the process for choosing to appoint Mr. Pann from the multiple candidates for interim chief. Mr. Pann introduced himself and discussed his background. The trustees asked several questions.

Trustee Fodor moved to approve the appointment of Doug Pann as Chief of Police on an Interim Basis, Commencing this Date and Ending upon approval of the appointment of a

Permanent Chief of Police.

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

A Motion to Approve the Appointment of Meagan Rago to the Business Development Commission for a Term ending September 2024

Trustee Koth moved to approve the appointment of Meagan Rago to the Business Development Commission for a term ending September 2024.

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

A Motion to Approve the Appointment of Elizabeth Martin to the Business Development Commission for a term ending March 2024

Trustee Kelly moved to approve the appointment of Elizabeth Martin to the Business Development Commission for a term ending March 2024.

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

**VILLAGE MANAGER'S REPORT**

An Ordinance Granting a Variance of the Maximum Height for an Accessory Building in the R-2 Residential Zoning District to Allow for a New Garage Greater Than (15') Feet in Height (318 Jackson Ave.)

Mr. Wray summarized the application and noted the Planning and Zoning Commission voted 5-0 to recommend approval of this variance.

Trustee Kelly moved to approve Ordinance 22-20: Granting a variance of the maximum height for an accessory building on the R-2 Residential Zoning District to allow for a new garage greater than (15') feet in height (318 Jackson Ave.).

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

An Ordinance Amending the Regulations Governing Maintenance and Replacement of Sidewalks (Modifying the Sidewalk Reimbursement Program)

Mr. Hedges explained that this ordinance will change the sidewalk matching program from a one-third match to a one-half match and will also allow the process to be handled by staff and village manager approval rather than through village board approval.

Discussion ensued for approximately 10 minutes regarding sidewalk maintenance and repairs in the village.

Trustee Robinson moved to approve Ordinance 22-21: amending the regulations governing maintenance and replacement of sidewalks.

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

#### An Ordinance Amending the Liquor Regulations to Create a New License in the C-3 License Category

President Reid noted that a new establishment is planning on applying for a C-3 license, but none are available, so the Board must create another before they can apply.

Trustee Robinson moved to approve Ordinance 22-22: Amending the liquor regulations to create a new license in the C-3 License Category.

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

#### An Ordinance Amending the Zoning Requirements for Wall Signs in the Interchange Overlay District

Mr. Hedges noted that the Planning and Zoning Commission and Village Board both asked for an amendment to the wall signage regulations given the last two variances granted for truck stops to have more than allowed by code.

Trustee Robinson moved to approve Ordinance 22-23: amending the zoning requirements for Wall Sign in the interchange overlay district.

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

#### An Ordinance Amending the Zoning regulations for the HC Highway Commercial District Regarding Automobile/Truck Stops

Mr. Wray explained that this ordinance will codify the standing practice of allowing truck stops in the HC zoning district without special use approval as technically required by code. It will

also better define auto/truck stops to also include their amenities, such as truck washes.

Discussion ensued for approximately 5 minutes regarding the topic of permitted and special uses in the HC zoning district.

Trustee Koth moved to approve Ordinance 22-24: amending the zoning regulations for the HC Highway Commercial District regarding automobile/Truck Stops.

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

## **MONTHLY REPORTS**

### Financial Report

Trustee Pollastrini asked about the status of the Police Pension Trust Fund. Ms. Lyons responded the Village will pay the large contribution when property taxes are received for cash flow purposes.

### Engineering Report

No questions

## **ACCOUNTS PAYABLE**

### A Motion to Approve the September 15, 2022 Regular Accounts Payable to Personnel

Trustee Kelly moved to approve the Accounts Payable for Cody Grindley and Doug Brox in the sum of \$80.00 paid on or before September 21, 2022.

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

### A Motion to Approve the September 15, 2022 Regular Accounts Payable

Trustee Mott moved to approve the Accounts Payable in the sum of \$508,183.61 paid on or before September 21, 2022.

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

## **COMMITTEE / COMMISSION REPORTS**

- a) Business Development Commission - Trustee Kelly reported on the BDC's business from its previous meeting including an update on Streetscape. Mr. Hedges added that the new streetlights will be shipped out in October, and the clock should be up and

running the end of October. Trustee Kelly noted from the Beautification report that the project at Blocks is almost done, the new Garden Berry Café will be working this fall, the Kave is in progress, and Hampshire Social expects to open around the holidays. Hampshire's Very Own will feature Chick n Dip next. Trustee Kelly also welcomed Harp's Lounge and Alfano's Pizza as new/coming businesses.

- b) Public Relations - Trustee Fodor announced the committee met last Thursday. They discussed newsletter topics and reviewed the new civic engagement app through Tyler Technologies that staff has been working to make ready for launch this fall.
- c) Public Works - No Report. Discussion ensued regarding the drainage of the creek at and downstream of the State & Rt. 72 intersection.
- d) Budget Committee - No report

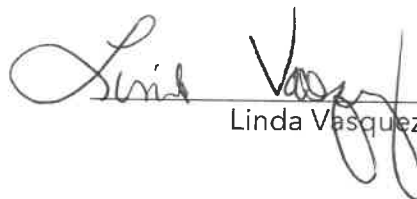
### **ANNOUNCEMENTS**

Trustee Kelly thanked Mr. Hedges for taking care of the issues of cars parked on the sidewalk corners downtown.

### **ADJOURNMENT**

Trustee Koth moved to adjourn the Village Board meeting at 8:20 p.m.

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

  
Linda Vasquez, Village Clerk