

**REGULAR MEETING OF THE BOARD OF TRUSTEES
MINUTES
December 16, 2021**

The regular meeting of the Village Board of Hampshire was called to order by Village President Michael J. Reid, Jr. at 7:00 p.m. in the Village of Hampshire Village Board Room, 234 S. State Street, on Thursday, December 16, 2021.

Roll Call by Deputy Village Clerk Wray:

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

Absent: none

A quorum was established.

In addition, present in-person were Village Manager Jay Hedges, Finance Director Lori Lyons, Deputy Village Clerk Josh Wray, Village Attorney Mark Schuster, and Police Chief Brian Thompson. Also, present electronically: Tim Paulson – EEI

President Reid led the Pledge of Allegiance.

PUBLIC COMMENTS

Robert Oury, President of Rotec – Mr. Oury described the move from Elmhurst to Hampshire and said Hampshire has been a wonderful place to work with its county atmosphere. He hopes it stays that way. He then shared a personal story about the Hampshire police department stopping him and appreciated their understanding and service. He gave many compliments to the officers. He also explained Rotec is going to get the business community more actively involved in the community because he wants to help solve the problems of the day. Finally, he thanked the Village and asked everyone to please protect the kids and teach them the love of work.

MINUTES

Corrections:

- Trustee Kelly noted his vote was counted twice under the vote on the consent agenda and the vote on SSA No. 12; both should be abstentions.
- Trustee Kelly also clarified his reasoning for his comments about the additional items on the consent agenda – he said he would not have voted to approve the consent agenda because they had not had any discussion or description of the additional items.

Trustee Robinson moved to approve the minutes of December 2, 2021, with the changes as stated.

Seconded by Trustee Kelly

Motion carried by roll call vote.

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

Nays: None

Absent: None

VILLAGE MANAGER'S REPORT

A Resolution Approving Release of Certain Closed Session Minutes and Authorizing the Village Clerk to Destroy the Tape Recordings of Certain Closed Sessions

In its pervious executive session, the Village Board individually voted to approve the release of all closed session minutes and to destroy all tape recording of closed session minutes as listed in the packet.

Trustee Koth moved to approve Resolution 21-18: A Resolution Approving Release of Certain Closed Session Minutes and Authorizing the Village Clerk to Destroy the Tape Recordings of Certain Closed Sessions.

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

A Resolution Approving an Intergovernmental Agreement with Hampshire Township Road District for Snow Removal Operations

Mr. Hedges explained that this agreement allows the Village and the Township to split some snowplowing responsibilities. The sharing is almost equal, so no money will be paid on either side. This agreement will allow for more efficient services since neither entity will have to stop plowing in the middle of a stretch of road as we both do now. He noted the Township already approved the agreement.

President Reid discussed this with Township Highway Commissioner Walker, and everyone is on board with it.

Trustee Pollastrini asked if this agreement would continue until one party decides to end it. Mr. Hedges noted that is a one-year contract with autorenewal.

Trustee Koth moved to approve Resolution 21-19: A Resolution Approving an Intergovernmental Agreement with Hampshire Township Road District for Snow Removal Operations.

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

A Motion Authorizing Staff to Bind Insurance Coverage Offered by Arthur J. Gallagher

Ms. Lyons explained the Village started partnering with A.J. Gallagher in 2015 because of increases in premiums with the former service provider. Current coverage includes cyber liability, general liability, public officials liability, LEO liability, crime policy, workers' comp

insurance among many other coverages. Several policies cover the Village up to \$1 million, and the umbrella policy takes it to \$7 million. It is standard to look for new service provider every 3 years – more often than that limits choices. There will be an overall premium increase is 8.5%, which is very competitive for the market right now; some people are seeing increases of over 20%. The current carrier had the best offer for package premium. The next-lowest bid was approximately \$7,000 higher.

Ms. Lyons also asked for the motion to be amended slightly to include a payment of \$109,689 on or before Dec. 31.

Trustee Pollastrini asked why cyber liability is increasing by 53%. It seems excessive. President Reid noted that such an increase is not bad given the current word of drastic rise in cybercrime causing much more risk in the industry. Mr. Hedges added that the dollar increase is not very high even though the percentage seems so. Ms. Lyons noted that cybercrimes have been attempted on the Village, so this is a real threat facing us today. Trustee Pollastrini asked if we report those incidents to the police. President Reid explained that there are options for reporting with the federal government, but local departments often do not have the resources to do anything about it. Chief Thompson noted that a crime should be reported if it actually happens (as opposed to a failed attempt). Trustee Kelly asked if there is an education requirement for staff to watch out for phishing and other issues. Ms. Lyons responded no, but the Village email accounts will now have multifactor authentication.

Trustee Pollastrini moved to authorize staff to bind insurance coverage offered by Arthur J. Gallagher and to make payment of \$109,689.

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

A Motion to Approve a Change Order and Final Pay Request for the Highland Avenue Storm Sewer Project

Mr. Paulsen explained the Highland Ave. storm sewer improvements and project restoration have been completed. We have a change order now based on the actual dollars from the project. This project resulted in a reduction of just over \$22,000. The Village Board will also authorize the final payment.

Trustee Koth asked when the punch list was was completed. Mr. Paulsen responded June or July. The final closeout would normally be much quicker, but there were delays in paperwork.

Trustee Kelly asked who provides initial estimate. Mr. Paulsen responded that EEI provides an estimate before bid, but the contract price is based on the contractor's bid. The number of units for line-items are determined by EEI, which can be guesswork for something like soil borings for example. Trustee Kelly asked if a 25% overall reduction typical. Mr. Paulsen responded that such a large reduction is not typical, but it is not out of the realm. Trustee Kelly noted that other larger projects, such as Streetscape, that may be estimated higher

than what the project will end up being may cause staff or the Village Board to delay or cancel the project due to perceived lack of funds because of the overestimation, so we should try to do better than this moving forward.

Trustee Koth moved to approve a change order and final pay request for the Highland Avenue storm sewer project.

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

A Motion to Accept the 2021 Municipal Compliance Report Regarding the Hampshire Police Pension Fund

Ms. Lyons briefly explained this is a statutorily required report. The report includes a condition of the police pension fund as of April 30, 2021.

Trustee Koth asked when the fund is going to the shared investment fund with the state. Ms. Lyons responded that it was initially going to be March 2022, but that has been retracted, so it is unknown right now. She also noted the Hampshire fund has statutory limits on what it can invest in because of its small amount, so combining with others at the state level to create a much larger fund will allow more investment tools that should result in better returns like IMRF.

Trustee Kelly asked if there is a timeline for projected payments until 2040 when we are supposed to be fully funded. Ms. Lyons said we do, but we have been very inconsistent due to the changing statuses (e.g., disabilities) and employment levels in our department, so it's not very reliable right now.

Trustee Pollastrini moved to accept the 2021 Municipal Compliance Report regarding the Hampshire Police Pension Fund.

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

An Ordinance Establishing Special Service Area #29, for the TRZ/NCI shared Stormwater Management Facility

Mr. Hedges reminded the Village Board that the public hearing for this was held before the Board 60 days ago.

President Reid reminded the Board this back-up SSA is required by Kane County stormwater ordinances.

Trustee Koth moved, to approve Ordinance 21-60: An Ordinance Establishing Special

Service Area #29, for the TRZ/NCI shared Stormwater Management Facility.

Seconded by Trustee Robinson

Trustee Pollastrini asked about the gentleman who was here at the hearing and was concerned about getting access due to a gate. Mr. Hedges responded that TRZ will be maintaining the facility, so the proper process would be for the other party to contact TRZ with any access issues per their private agreement.

Motion carried by roll call vote.

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

Nays: None

Absent: None

A Motion to Approve a Letter of Credit Reduction Request for the D300 School at Oakstead

Mr. Hedges noted that this is just a step of progress on the project.

Trustee Kelly asked Mr. Paulsen if the project is 70% complete. Mr. Paulsen responded that the public improvements under the bond are complete as noted in the documents. The remainder of the bond is held until all items are completed.

Trustee Robinson moved to approve a letter of credit reduction request for the D300 school at Oakstead.

Seconded by Trustee Mott

Motion carried by roll call vote.

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

Nays: None

Absent: None

MONTHLY REPORTS

Police Report

Chief Thompson summarized the police department's activity in November. They are about half-way through the training for the new officers, and he believes they are progressing extremely well. They are also moving forward on the schedule change to 12-hour shifts, which Chief believes will be a good change to better match the trends of current day. There have been a couple serious traffic accidents in the last few weeks unfortunately, but no area of criminal activity is up.

Trustee Koth asked if the citations total are all tickets. Chief Thompson responded that some are warnings, but most are tickets.

Trustee Mott asked if 92 parking tickets is normal. Chief Thompson responded that the number is high, largely due to the overnight parking ban for winter. He expects it to drop as people acclimate to the restriction.

Engineering Report

Mr. Paulsen noted the water main connection project is getting ready to go out for bid. He also noted the Rt. 72 water line project is done, and restoration should be completed soon.

President Reid said Utilities Supervisor Mark Montgomery was ecstatic that the Rt. 72 line project is finished and suggested we go out and celebrate. Mr. Hedges noted there were some issues with the contractor on this project, but it is all being handled.

ACCOUNTS PAYABLE

A Motion to approve the December 16, 2021 Accounts Payable to Personnel

Trustee Kelly moved to approve the Accounts Payable for Cody Grindley, Doug Brox, John Huff and Linda Vasquez in the sum of \$144.64 paid on or before December 22, 2021.

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

A Motion to approve the December 16, 2021 Regular Accounts Payable

Trustee Robinson moved to approve the Accounts Payable in the sum of \$189,765.72 paid on or before December 22, 2021.

Seconded by Trustee Mott

Trustee Pollastrini asked what the item for hazardous trees is for. Ms. Lyons said it is a routine service of removing trees that may be falling or are on the ground in the roadway or across sidewalks. Mr. Hedges noted that the Streets Department is taking really good care of the parkway trees, so there were no issues with the wind last night. President Reid added that the Streets Department did a great job putting up the Christmas tree downtown; many other towns' trees fell in the storm but not Hampshire's.

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

COMMITTEE / COMMISSION REPORTS

- a) Business Development Commission – Trustee Kelly reported a meeting will be held on Thursday, January 13 at 6:30 p.m. at Village Hall. Some commissioners had conflicts with that Wednesday.
- b) Public Relations – Trustee Fodor reported several items were discussed at the last PR Committee meeting. The next meeting will be on January 27 barring any conflicts.

- c) Public Works – Trustee Koth reported that Public Works is ready for snow. They did a great job during the parade. Merry Christmas and Happy New Year's.
- d) Budget Committee – No report

ANNOUNCEMENTS

Mr. Robinson thanked Ms. Vasquez for her work on the holiday parade. It went off great.

Mr. Robinson announced there has been a viral Tic-Tok threat for school violence tomorrow. He thanked Chief Thompson for the department's work with the schools. Please call 911 immediately if you see something. Chief Thompson echoed to please call 911 and do not just post on Facebook.

President Reid wished everyone a Merry Christmas and Happy New Year's. This Village Board has been doing great for the last 7 months. Thank you to everyone who helped with the holiday parade. It was cold but a lot of fun.

Trustee Robinson asked if the trucks were supposed to pick up food donations during the parade. President Reid said that they did, but some people were missed. 8 containers were filled in total. Trustee Robinson said we should have a plan communicated to the public on how collections are being taken so we can get all the donations.

Trustee Pollastrini gave a big thank you to Public Works for their effort for the parade. She noted we do need to figure out a way to get kids to not jump in front of the trucks, especially since this is at night. Bill did a great job watching out in the plow, but it was very unnerving for her.

Trustee Reid introduce the idea of establishing an official parade route so that it is standard for things like police blocking intersections. Trustee Koth just reminded everyone that it can only be on certain streets because of large vehicles like the hook and ladder. He also believes we should not throw candy at night parades to keep the kids from running in front of vehicles. Trustee Robinson noted that Dundee does a standard route, and it works well for them.

ADJOURNMENT

Trustee Robinson moved to adjourn the Village Board meeting at 8:00 p.m.

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



Linda Vasquez, Village Clerk

By Josh Wray, Deputy Village Clerk