



Village of Hampshire  
Village Board Meeting Minutes  
Thursday, May 1, 2025 - 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 7:03 p.m. in the Village of Hampshire Village Board Room, 234 S. State Street, on Thursday May 1, 2025.

**2. Roll Call by Village Clerk, Karen Stuehler**

Present: Village President Michael J. Reid Jr., Trustee Fodor, Trustee Kelly, Trustee Mott, Trustee Pollastrini, Trustee Robinson.

Absent: Trustee Koth.

A Quorum was Established.

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

**3. Pledge of Allegiance**

Special guests Kellen Robinson, Kaleigh Robinson, Michael Reid III, Ellie Jarnebro and Jack Jarnebro led the Pledge of Allegiance.

**4. Proclamations**

President Reid presented a Proclamation for Motorcycle Awareness for the Month of May. Mike Nicholson gave a talk on motorcycles awareness and graciously accepted the Proclamation.

President Reid presented a Proclamation recognizing Michelle Bannerman Day, May 2, 2025, for all her accomplishments for Hampshire students, and our community.

**5. Public Comments.**

None

**6. A Motion to Approve the Meeting Minutes for April 17, 2025.**

Trustee Kelly moved to approve the Meeting Minutes for April 17, 2025.

Seconded by: Trustee Fodor.

All Call Vote:

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

Nayes: None.

Absent: Koth.

Abstain: None.

Motion Approved.

7. **Presentations**

Chief Trevor Herrmann from the Hampshire Fire Department introduced the new Chief, Dave Schmidt. Chief Herrmann also thanked the Village Board for all their support and the relationship that has been created with the Village and the Fire District.

President Reid thanked Chief Herrmann for his commitment and service to the Hampshire Fire District. A Lifetime Award was presented to Chief Herrmann from the Village.

8. **Village Manager's Report**

- a. Presentation by Lauterbach and Amen for 2023 Budget Audit.

A presentation was given by Jasleen Kaur from Lauterbach & Amen. She gave a brief explanation of the audit and Jasleen and Finance Director Lori Lyons answered questions from the Board.

**A Motion to Approve Fiscal Year 2023 Annual Budget Audit.**

Trustee Mott moved to Approve Fiscal Year 2023 Annual Budget Audit.

Seconded by: Trustee Robinson.

Roll Call Vote:

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

Nayes: None.

Absent: Koth.

Abstain: None.

Motion Approved.

- b. **A Motion to Approve a Façade Grant for Multiple Businesses at 124-172 S. State St. in the Amount of \$4,282.**

Mr. Kelly shared that this application was from four businesses working together and thanked Bill Swalwell for all his time and commitment to this project.

Bill Swalwell gave a brief presentation of the background and the history of

the seven finials that will be replicated and installed on the top of four businesses located on the west side of State Street. Mr. Swalwell also brought in an old finial to share so everyone could see what it looked like.

Trustee Kelly moved to Approve a Façade Grant for Multiple Businesses at 124-172 S. State St. in the Amount of \$4,282.

Seconded by: Trustee Fodor.

Roll Call Vote:

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

Nayes: None.

Absent: Koth.

Abstain: None.

Motion Approved.

c. **A Motion to Approve Resolution 25-19 Declaring Intent to Reimburse Expenditures from Proceeds of Bonds.**

Trustee Kelly moved to Approve Resolution 25-19 Declaring Intent to Reimburse Expenditures from Proceeds of Bonds.

Seconded by: Trustee Robinson.

Roll Call Vote:

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

Nayes: None.

Absent: Koth.

Abstain: None.

Motion Approved.

d. **A Motion to Approve Resolution 25-20 Approving a Professional Service Agreement with Engineering Enterprises, Inc. for the Public Works Facility Project in the Amount of \$14,890.**

Trustee Robinson moved to Approve Resolution 25-20 Approving a Professional Service Agreement with Engineering Enterprises, Inc. for the Public Works Facility Project in the Amount of \$14,890.

Seconded by: Trustee Fodor.

Roll Call Vote:

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

Nayes: None.

Absent: Koth.

Abstain: None.

Motion Approved.

- e. **A Motion to Approve Ordinance 25-17 Approving a Percent (1%) Grocery Sales Tax to Replace State Grocery Sales Tax.**

Trustee Robinson moved to Approve Ordinance 25-17 Approving a 1 Percent (1%) Grocery Sales Tax to Replace State Grocery Sales Tax.

Seconded by: Trustee Mott.

Roll Call Vote:

Ayes: Fodor, Mott, Pollastrini.

Nayes: Robinson.

Absent: Koth.

Abstain: Kelly.

Motion Approved.

- f. **A Motion to Approve Ordinance 25-18 Amending Sec. 7-1-3-H-4 of the Village of Hampshire Subdivision Ordinance regarding Subdivision Review Deposit Fees.**

Trustee Robinson moved to Approve Ordinance 25-18 Amending Sec. 7-1-3-H-4 of the Village of Hampshire Subdivision Ordinance regarding Subdivision Review Deposit Fees.

Seconded by: Trustee Kelly.

Roll Call Vote:

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

Nayes: None.

Absent: Koth.

Abstain: None.

Motion Approved.

- g. **A Motion to Approve 2025 Zoning & Development Fees and Deposit Schedule.**

Trustee Kelly moved to Approve 2025 Zoning & Development Fees and Deposit Schedule.

Seconded by: Trustee Robinson.

Roll Call Vote:

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

Nayes: None.

Absent: Koth.

Abstain: None.

Motion Approved.

- h. **A Motion to Approve Resolution 25-21 Approving a Change Order #1 for Wastewater Treatment Facility Ultraviolet (UV) System Project in the Amount of \$25,600.86.**

Trustee Mott moved to Approve Resolution 25-21 Approving a Change Order #1 for Wastewater Treatment Facility Ultraviolet (UV) System Project in the Amount of \$25,600.86.

Seconded by: Trustee Fodor.

Roll Call Vote:

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

Nayes: None.

Absent: Koth.

Abstain: None.

Motion Approved.

- i. **A Motion to Approve Ordinance 25-19 Proposing an Expansion of Special Service Area #10 White Oaks Pond Subdivision and Setting a Public Hearing Date for July 17, 2025.**

Trustee Robinson moved to Approve Ordinance 25-19 Proposing an Expansion of Special Service Area #10 White Oaks Pond Subdivision and Setting a Public Hearing Date for July 17, 2025.

Seconded by: Trustee Fodor.

Roll Call Vote:

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

Nayes: None.

Absent: Koth.

Abstain: None.

Motion Approved.

j. **A Motion to Approve Resolution 25-22 to Approve Garbage Collection Rates for Fiscal Year 2026.**

Trustee Robinson moved to Approve Resolution 25-22 to Approve Garbage Collection Rates for Fiscal Year 2026.

Seconded by: Trustee Mott.

Roll Call Vote:

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

Nayes: None.

Absent: Koth.

Abstain: None.

Motion Approved.

9. **Staff Reports**

a. Building Report:

No Discussion.

b. Engineering Report:

Trustee Kelly asked Tim Paulson from EEI about the information that needed to be resubmitted to IDOT for the Safe Routes to School project. Mr. Paulson stated the paperwork had been resubmitted and they are waiting for approval. He also said that this would not delay the project.

Tim Paulson from EEI gave an update for the Well 12 pump. He stated it was in a reuseable condition, and the preliminary cost would be \$135,000.

c. Financial Report:

No Discussion

10. **Accounts Payable**

a. **A Motion to Approve May 1, 2025 Accounts Payable to Personnel in the Amount of \$5,407.63.**

Trustee Kelly moved Approve May 1, 2025 Accounts Payable to Personnel in the amount of \$5,407.63.

Seconded by: Trustee Fodor.

Roll Call Vote:

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

Nayes: None.

Absent: Koth.

Abstain: None.

Motion Approved.

- b. **A Motion to Approve May 1, 2025, Regular Accounts Payable in the amount of \$259,881.70.**

Trustee Mott moved to Approve May 1, 2025, Regular Accounts Payable in the amount of \$259,881.70.

Seconded by: Trustee Robinson.

Roll Call Vote.

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

Nayes: None.

Absent: Koth.

Abstain: None.

Motion Approved.

## **11. Village Board Committee Reports**

- a. Business Development Commission.

Trustee Kelly reported that there will be a meeting on May 14, 2025, at 6:30 p.m.

President Reid recognized Trustee Mott for his four years of service as Village Trustee and thanked him for his steady hand in heated conversations and his commitment to the Village. President Reid stated it was a pleasure to work with Trustee Mott and presented him with an award.

Trustee Mott thanked the community for voting him in and stated that he has learned a lot during the past four years. He also stated it has been a privilege to work with everyone, and it was a very rewarding time in his life.

Thank you, Lionel Mott, for serving as a Village Board Trustee!

## **Adjournment, Sine Die**

## **12. A Motion to adjourn Sine Die.**

Trustee Mott moved to adjourn Sine Die.

Seconded by Trustee Robinson.

Roll Call Vote.

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

Nayes: None.

Absent: Koth.

Abstain: None.

Motion Approved.

### 13. **Transition**

#### **A Motion to Open the Meeting After Adjournment Sine Die**

Trustee Kelly moved to Open the Meeting after Adjournment Sine Die.

Seconded by: Trustee Robinson.

Roll Call Vote.

Ayes: Fodor, Kelly, Pollastrini, Robinson.

Nayes: None.

Absent: Koth.

Abstain: None.

Motion Approved.

#### a. Administer Oaths of Office.

i. Village President Michael J. Reid, Jr.

ii. Village Trustee Heather Fodor.

iii. Village Trustee Erin E.D. Jarnebro.

iv. Village Trustee Laura Pollastrini.

### 14. **Roll Call**

#### **Roll Call by Village Clerk, Karen Stuehler**

Present: Village President Michael J. Reid Jr., Trustee Fodor, Trustee Kelly, Trustee Jarnebro, Trustee Pollastrini, Trustee Robinson.

Absent: Trustee Koth.

### 15. **Staff Appointments**

#### a. **Motion to Appoint Vasselli Law as Village Attorney/Counsel.**

Trustee Kelly Moved to Approve the Appointment of Vasselli Law as Village Attorney/Counsel.

Seconded by: Trustee Robinson.

Roll Call Vote.

Ayes: Fodor, Jarnebro, Kelly, Pollastrini, Robinson.

Nayes: None.

Absent: Koth.

Abstain: None.

Motion Approved.

b. **Motion to Approve the Appointment of Douglas Pann as Chief of Police.**

Trustee Pollastrini Moved to Approve the Appointment of Douglas Pann as Chief of Police.

Seconded by: Trustee Fodor.

Roll Call Vote.

Ayes: Fodor, Jarnebro, Kelly, Pollastrini, Robinson.

Nayes: None.

Absent: Koth.

Abstain: None.

Motion Approved.

c. **Motion to Approve the Appointment of Karen Stuehler as Village Clerk.**

Trustee Kelly Moved to Approve the Appointment of Karen Stuehler as Village Clerk.

Seconded by: Trustee Robinson.

Roll Call Vote.

Ayes: Fodor, Jarnebro, Kelly, Pollastrini, Robinson.

Nayes: None.

Absent: Koth.

Abstain: None.

Motion Approved.

16. **Administer Oaths of Office**

- a. Vasselli Law (James Vasselli) as Village Attorney/Counsel.
- b. Douglas Pann as Chief of Police.
- c. Karen Stuehler as Village Clerk.

17. **Committee Appointments**

A Motion to Table Committee Appointments.

Trustee Robinson moved to table Committee Appointment.

Seconded by: Trustee Pollastrini.

Roll Call Vote.

Ayes: Fodor, Jarnebro, Kelly, Pollastrini, Robinson.

Nayes: None.

Absent: Koth.

Abstain: None.

Motion Approved.

#### 18. **New Business**

No Discussion.

#### 19. **Announcement**

Trustee Robinson shared with all in secrecy that there will be an all-school Assembly tomorrow honoring Michelle Bannerman at Hampshire Elementary School, 8:00 a.m. and would like all available to attend. Ms. Bannerman will also be attending the Kane County Educator Ceremony tomorrow evening. Trustee Robinson wishes her good luck and believes she should win because she is an amazing educator.

Trustee Jarnebro stated that she is happy to be part of the Village Board.

#### 20. **Executive Session**

None.

#### 21. **Adjournment**

Trustee Kelly moved to adjourn at 9:02 p.m.

Seconded by: Trustee Robinson.

All Call Vote.

Ayes: Fodor, Jarnebro, Kelly, Pollastrini, Robinson.

Nayes: None.

Absent: Koth.

Abstain: None.

Motion Approved.