

VILLAGE OF HAMPSHIRE - BOARD OF TRUSTEES

Meeting Minutes – October 5, 2017

The regular meeting of the Village Board of Hampshire was called to order by Village President Jeffrey Magnussen at 7:00 p.m. in the Village of Hampshire Village Board Room, 234 S. State Street, on Thursday, October 5, 2017.

Present: Toby Koth; Christine Klein; Erik Robinson; Michael Reid; Janet Kraus; and Ryan Krajecki.

Absent: None

A quorum was established.

Staff & Consultants present: Village Finance Director Lori Lyons; Chief of Police Brian Thompson; Village Engineer Julie Morrison / Engineering Enterprises; and Village Attorney Mark Schuster. Linda Vasquez, Village Clerk, was absent. The Village Attorney took minutes in her absence.

The Pledge of Allegiance was recited.

Citizen Comment: None.

Minutes

Trustee Janet Kraus moved to approve the minutes of September 21, 2017.

Seconded by Trustee Krajecki.
Motion carried by voice vote
Ayes: Reid, Kraus, Krajecki, Robinson, Klein and Koth
Nays: None
Absent: None

VILLAGE PRESIDENT REPORT

1. Village President Magnussen presented a Proclamation congratulating the Hampshire-Henpeck Unit of the Kane County Association for Home and Community Education for their work in the community, and designating the week of October 8 - 14, 2017 as "HCE Week" in the Village.

2. Trustee Krajecki moved to approve the 2nd Amendment and extension of the existing Lease Agreement with Vertical Bridge, relating to the telecommunications tower at the Klick Street location in the Village; the amendment is to be updated by Vertical Bridge to include a provision for Certificate of Insurance before execution by the Village.

Seconded by Trustee Koth
Motion carried by roll call vote
Ayes: Reid, Kraus, Krajecki, Robinson, Klein, and Koth

Nays:
Absent:

3. Trustee Kraus moved to enact Resolution No. 17-13 approving a Marketing Agreement with Utility Service Partners Private Label, Inc. d/b/a Service Line Warranties of America, offered in conjunction with the National League of Cities Service Line Warranty Program.

Seconded by Trustee Robinson
Motion carried by roll call vote
Ayes: Kraus, Krajecki, Robinson, Klein, Koth and Reid
Nays:
Absent: None.

4. Trustee Robinson moved to approve the proposal of Encap, Inc. for controlled burning of vegetation in the retention/detention ponds at five (5) locations in the Village, between IL 72 and the railroad tracks, and between Centennial Drive and Runge Road, in the total amount of \$11,450.00.

Seconded by Trustee Klein
Motion carried by roll call vote
Ayes: Klein, Koth, Reid, Kraus, Krajecki and Robinson
Nays:
Absent: None

5. Trustee Koth moved to approve the proposal of Jeff Keegan for cleaning Village Hall twice per month, in the amount of \$50 per cleaning.

Seconded by Trustee Kraus
Motion carried by roll call vote
Ayes: Koth, Reid, Kraus, Krajecki, Robinson and Klein
Nays:
Absent: None

6. Village Finance Director L. Lyons reported to the Board regarding repairs to be made on the Tuscany Woods Walking Pathway, including removal of tree roots and re-paving.

Trustee Koth moved to approve the proposal of Trees Unlimited to remove tree roots affecting the Tuscany Woods walking pathway in an amount not to exceed \$9,720.00; provided, the Village President will negotiate further with Trees Unlimited in light of the removal of some trees to date.

Seconded by Trustee Kraus
Motion carried by roll call vote
Ayes: Krajecki, Robinson, Klein, Koth, Reid, and Kraus
Nays:
Absent: None

Trustee Koth moved to approve the proposal of Champion Paving to re-pave the Tuscan Woods walking Pathway, in the amount of \$10,400.00

Seconded by Trustee Robinson
Motion carried by roll call vote
Ayes: Robinson, Klein, Koth, Reid, Kraus and Krajecki
Nays:
Absent: None

7. The Village Engineer reported on several options for painting the Elm Street Elevated Water Storage Tank. It was the consensus of the Board that the Village Engineer should prepare:

- specifications for a base bid for interior work to be done on the Tank; and
- specifications for three (3) alternate bids for the painting work (Options 1, 2 and 4); and
- specifications for a fourth (4th) alternative to provide for appropriate containment measures during the painting project for Option #2, and Option #4; and
- alternative specifications in the event that the Kane Comm equipment is not removed from the Tank prior to painting.

It was also noted that under Option #1, the EWST would be out of service for approximately 45 days.

VILLAGE BOARD COMMITTEE REPORTS

a. Fields & Trails -- No Report

b. Business Development Commission

Trustee Krajecki moved to authorize the purchase of certain demographic reports from ESRI, concerning information to be used by the Commission, at a cost not to exceed \$1,500.00.

Seconded by Trustee Kraus
Motion carried by roll call vote
Ayes: Reid, Kraus, Krajecki, Robinson, Klein and Koth
Nays: None
Absent: None

c. Economic Development

Trustee Reid moved for approval of the proposal of Muniweb to re-design the Village website, at a cost not to exceed \$4,500.00.

Seconded by Trustee Krajecki
Motion carried by roll call vote
Ayes: Kraus, Krajecki, Robinson, Klein, Koth and Reid

Nays:
Absent: None

d. Finance

i) Accounts Payable

Trustee Klein reported on the recent meeting of the Finance Committee, at which matters discussed included: 1st Quarter financial reports; Developer Fees; raffle license fee; and work on an appropriate Employee Handbook for the Village.

Trustee Klein moved to approve reimbursement to M. Montgomery in the amount of \$11.59 for certain equipment purchased by him.

Seconded by Trustee Robinson
Motion carried by roll call vote
Ayes: Klein, Koth, Reid, Kraus, Krajecki and Robinson
Nays: None
Absent: None

Trustee Klein moved to approve the Accounts Payable in the sum of \$183,052.23, to be paid on or before October 11, 2017.

Seconded by Trustee Krajecki
Motion carried by roll call vote
Ayes: Koth, Krajecki, Reid, Robinson and Klein
Nays: Kraus
Absent: None

e. Planning/Zoning -- No report, except a reminder that the Plan Commission will meet on October 9, 2017, to review a concept plan for Tuscany Woods, Unit 2.

f. Public Safety -- No report.

g. Public Works -- No report.

h. Village Services -- No report.

ANNOUNCEMENTS:

The Village President announced that an application for ITEP grant might be submitted by the Village, for construction of a "shared trail" at / near Henpeck Park. The deadline for submittal is December 1, 2017.

The Village President recently met with the Village President of the Village of Burlington and they discussed wastewater treatment services. Further discussions may be had.

The Village President inquired about the status of planning for replacement of the US 20 PRV station. The Village Engineer stated that design work could be started while the review of the location for the new PRV remains pending.

Trustee Reid announced the the Hampshire Chamber of Commerce has scheduled a "Mistletoe Market" for December 3, 2017, from 10:00 a.m. to 4:00 p.m., and has invited the Village to participate as a sponsor (at a cost of \$300), and with volunteers for the event. The matter will be discussed further at the October 19, 2017 meeting of the Board.

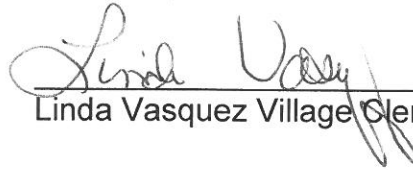
EXECUTIVE SESSION:

None

ADJOURNMENT:

Trustee Krajecki moved to adjourn the Village Board meeting at 8:30 p.m.

Seconded by Trustee Koth
Motion carried by voice vote
Ayes: All
Nays: None
Absent: None


Linda Vasquez Village Clerk