



Village of Hampshire
Village Board Meeting
Thursday, March 1, 2012 – 7:00 PM
Hampshire Village Hall – 234 S. State Street

AGENDA

1. Call to Order
2. Establish Quorum (Physical and Electronic)
3. Pledge of Allegiance
4. Citizen Comments
5. Approval of Minutes – February 16, 2012
6. Village President's Report
7. Village Administrator's Report
 1. Resolution approving a Second Extension to the Economic Incentive Agreement between the Village of Hampshire and Casey's General Stores, Inc.
 2. Discussion of Letter Received from Ryland Homes Requesting relief on Impact Fees
 3. Resolution approving an extension of an Intergovernmental Agreement with Gilberts and a Service Agreement with Call One for landline telephone services.
 4. Resolution extending the Kane County Animal Control Services Intergovernmental Agreement for one-year.
 5. Discussion regarding property maintenance enforcement
 6. Discussion regarding offsite storage of Village Records.
8. Village Board Committee Reports
 - a. Economic Development
 - b. Finance
 1. Bills Payable
 - c. Planning/Zoning
 - d. Public Safety
 - e. Public Works
 - f. Village Services
 - g. Fields & Trails
9. New Business
10. Announcements
11. Executive Session: Pending, Probable or Imminent Litigation, under 2(c)(11).
12. Any items to be reported out of Executive Session
13. Adjournment

VILLAGE OF HAMPSHIRE - BOARD OF TRUSTEES

Meeting Minutes – February 16, 2012

The regular meeting of the Village Board of Hampshire was called to order by Village President Jeffrey Magnussen at 7:05 p.m. in the Village of Hampshire Village Board Room, 234 S. State Street, on Thursday, February 16, 2012.

Present: George Brust, Marty Ebert, Jan Kraus, Orris Ruth, Jerry Shepardson, Rob Whaley

Absent: None

Staff & Consultants present: Village Administrator Doug Maxeiner, Acting Police Chief Brian Thompson, Village Attorney Mark Schuster, and Village Engineer Julie Morrison (EEI).

A quorum was established.

President Magnussen led the Pledge of Allegiance

Trustee Brust moved, to approve the minutes of February 16, 2012, correction on page three- rain water was not mentioned under announcements.

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

VILLAGE ADMINISTRATOR'S REPORT

Change Order #1 for 2011 Motor Fuel Tax Street program.

Trustee Ebert moved, to approve change order #1 for 2011 Motor Fuel Tax Street program resurfacing with Arrow Construction for fiscal year 2011/12 in the amount of \$16,886.27 the new contract amount is \$206,735.25.

Seconded by Trustee Ebert
Motion carried by roll call vote
Ayes: Brust, Ebert, Kraus, Ruth, Shepardson, Whaley
Nays: None
Absent: None

IDOT Resolution to allow Village Personnel to work within the State Right of Way for Various Purposes including Emergency work on Water and Sewer Mains.

Trustee Ebert moved, to approve Resolution 12-04; to allow Village Personnel to work within the State Right of Way for Various Purposes including Emergency work on Water and Sewer Mains.

Seconded by Trustee Ebert
Motion carried by roll call vote
Ayes: Brust, Ebert, Kraus, Ruth, Shepardson, Whaley
Nays: None
Absent: None

VILLAGE BOARD COMMITTEE REPORTS

a. Economic Development

Trustee Brust moved, to approve Street signage on State Street and Mill, not to exceed \$6,000 to be purchased from Hotel/Motel Tax in the fiscal year 2012-13 budget.

b. Finance

Bills Payables

Trustee Brust asked who and what does Lavelle Law Firm does for the Village. Village Administrator Maxeiner responded they are acquiring all information to start drafting and putting in place the police pension board including an ordinance.

Trustee Ebert moved, to approve bills payable in the amount of \$331,045.92 to be paid on or before February 22, 2012.

Seconded by Trustee Kraus
Motion carried by roll call vote
Ayes: Brust, Ebert, Kraus, Ruth, Shepardson, Whaley
Nays: None
Absent: None

c. Planning/Zoning

Trustee Ruth mentioned letters went out to certain business owners concerning their property. Village Administrator Maxeiner reported a response of one or two came back, so now a second letter will go out.

Trustee Ruth would like to have a Zoning/Planning Committee meeting March 15, 20102 at 6 p.m.to discuss second hand drop boxes, Village Administrator will define and should be put in a zoned area- side yard not the front yard. Assign a fee of \$250, plus have a fence around it with lettering so high. Property owner will be held accountable for any garbage around it.

d. Public Safety

Trustee Brust reported SB 3721 which means local governments that service emergencies outside the city limits and charge them, this bill would stop local government charging fees for people who live outside the city limits and may stop serving those citizens. Discussion of the COOP Plan will be coming up in a future date.

e. Public Works

A Public Works meeting was held prior before the Village Board meeting today, topics that were discussed; Service Contract with Layne Christensen for Water supply, storage and distribution system, IEPA Backflow and 5 year capital improvement plan. Everyone agreed to all of them.

f. Village Services

Trustee Kraus will be having a Village Service Committee meeting at 6 p.m. March 15, 2012, To discuss Pace Bus and Drop Boxes.

g. Field & Trails

No report

Announcements

Trustee Kraus reported a citizen almost was hit by another car, seems the turning left lane going east on Rt. 72 turning south onto State Street. The turning lanes are out a bit much. IDOT is responsible for intersections concerning Route 72.

Village President Magnussen addressed two topics that will discuss at the next meeting: property maintenance and record storage.

Executive Session

Trustee Brust moved, to adjourn to executive session to discuss Probable, Pending or Imminent Litigation under Section 2(c) (11), Open Meetings Act, at 7:30 p.m.

Seconded by Trustee Whaley
Motion carried by roll call vote
Ayes: Brust, Ebert, Kraus, Ruth, Shepardson, Whaley
Nays: None
Absent: None

The Village Board reconvened at 7:52 PM

Adjournment

Trustee Shepardson moved, to adjourn the Village Board meeting at 7:52 p.m.

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

Linda Vasquez, Village Clerk

AGENDA SUPPLEMENT

TO: President Magnussen and Village Board

FROM: Doug Maxeiner, Village Administrator

FOR: March 1, 2012 Village Board Meeting

RE: Resolution Approving a Second Extension to the Economic Incentive Agreement Between the Village of Hampshire and Casey's General Stores, Inc.

Background. In September of 2011, the Village agreed to an Economic Incentive Agreement with Casey's General Stores, Inc. to assist the business in meeting its obligation for a transportation impact fee imposed by Kane County. In January 2012, the Village amended the Economic Incentive Agreement extending the deadline for obtaining a certificate of occupancy for the business until February 28, 2012. In fact, the store is still under construction and the certificate of occupancy has not been issued. Casey's has asked to again amend the agreement to extend the timeframe to obtain the certificate of occupancy.

Analysis. The Village agreed to assist Casey's with the Transportation Impact Fee payable to Kane County. While the project has taken longer than projected to complete, the finished product will be a positive addition to the community. Staff believes it is good business practice to honor the commitment and to extend the deadline for the certificate of occupancy.

Recommendation. Staff recommends approval of the resolution authorizing the second amendment to the Economic Incentive Agreement with Casey's General Stores, Inc. extending the deadline for obtaining a certificate of occupancy for the business at 820 Warner Street.

No. 12-

**A RESOLUTION
APPROVING A SECOND EXTENSION OF TIME UNDER
THE ECONOMIC INCENTIVE AGREEMENT BETWEEN
THE VILLAGE AND CASEY'S RETAIL COMPANY**

WHEREAS, the Village has previously entered into a certain Economic Incentive Agreement ("Agreement") with Casey's Retail Company ("Casey's") in regard to its business on Lots 1 and 2 in Old Mill Manor Subdivision, Unit 10, in the Village (the "Subject Property") in the Village; and

WHEREAS, Casey's proposed to develop the Subject Property for commercial business purposes, consistent with the terms and provisions of the Agreement; and

WHEREAS, Casey's has commenced development of the property, but will not obtain the occupancy permit for the premises before February 28, 2012, as otherwise required pursuant to the Agreement, as modified by Resolution No. 12-02; and

WHEREAS, Casey's intends to conclude construction and occupancy of the premises for its business purposes;

WHEREAS, the Corporate Authorities believe it to be in the best interests of the Village to extend the time for completion and occupancy of the business premises by Casey's.

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

Section 1. The Second Amendment to the Economic Incentive Agreement made with Casey's Retail Company dated August 18, 2011, in words and figures as attached hereto, shall be and is hereby approved.

Section 2. The Village President shall be and hereby is authorized to execute, and the Village Clerk to attest, said Amendment to the Economic Incentive Agreement on behalf of the Village, upon receipt of a properly executed original thereof from Casey's Retail Company.

Section 3. The Recitals set forth above are incorporated herein by this reference.

Section 4. Any and all ordinances, resolutions, and orders, or parts thereof, which are in conflict with the provisions of this Resolution, to the extent of any such conflict, are hereby superseded and waived.

Section 5. This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

ADOPTED this _____ day of _____, 2012.

AYES: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

APPROVED this _____ day of _____, 2012.

Jeffrey R. Magnussen
Village President

ATTEST:

Linda Vasquez
Village Clerk

**SECOND AMENDMENT
TO THE ECONOMIC INCENTIVE AGREEMENT
BETWEEN THE VILLAGE OF HAMPSHIRE AND
CASEY'S RETAIL COMPANY**

This Amendment to the Economic Incentive Agreement (the "Agreement") dated August 18, 2011, by and between the VILLAGE OF HAMPSHIRE, Kane County, Illinois ("Village") and CASEY'S RETAIL COMPANY, an Iowa corporation ("Casey's") is agreed and entered into this 1st day of March, 2012.

RECITALS:

A. The parties previously entered into a certain Economic Incentive Agreement as of August 18, 2011(the "Agreement").

B. The parties previously agreed to modify Section 2 of said Agreement, to extend the completion date to February 28, 2012.

C. Casey's has commenced construction of its business premises on the Subject Property, but has not completed construction and will not take occupancy prior to February 28, 2012.

D. Casey's intends to conclude construction and to take occupancy as soon as practicable, and in any case, not later than April 30, 2012.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS CONTAINED HEREIN, AND OTHER GOOD AND VALUABLE CONSIDERATION, IT IS AGREED BY AND BETWEEN THE PARTIES HERETO, AS FOLLOWS:

1. Extension of Time. Notwithstanding anything to the contrary set forth in Section 2 of the Agreement, the time for completion of construction, and for occupancy, of the premises on the Subject Property shall be and is extended to April 30, 2012.

2. Forebearance and Waiver of Default. The Village shall forbear from declaring, and shall waive, any default in Casey's failing to complete construction and to take occupancy of the business premises on the Subject Property; Casey's shall proceed with construction and occupancy of the premises on the Subject Property, and the parties agree that the Agreement shall continue in effect, according to its terms.

3. Incorporation of Recitals. The recitals set forth above are incorporated in this Amendment as if fully set out herein.

4. Full Force and Effect. In all other respects, the terms and provisions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals as of the date and year first above written.

VILLAGE OF HAMPSHIRE,
an Illinois Municipal Corporation

By: _____
Jeffrey R. Magnussen
Village President

ATTEST:

By: _____
Linda Vasquez
Village Clerk

CASEY'S RETAIL COMPANY,
an Iowa Corporation

By: _____
Its _____

AGENDA SUPPLEMENT

TO: President Magnussen and Village Board

FROM: Doug Maxeiner, Village Administrator

FOR: March 1, 2012 Village Board Meeting

RE: Discussion of Letter Received from Ryland Homes Requesting Relief on Impact Fees

Background. The attached letter was received from Matt Pagoria - Ryland Homes seeking some relief from the impact fees charged by the Village for new development. As the Village Board is aware, there is a provision in the annexation agreement that froze impact fees for a period of five years from the date of the annexation agreement. This five year period began March 31, 2005 and expired on March 31, 2010 at which time the fees applied to new construction reverted back to the current fee schedule used by the Village.

When Mr. Pagoria first began talking with the Village about buying the remaining lots in Lakewood Crossings in January 2010, an impact fee table was provided to him by the prior Administrator. The table showed the impact fees currently being assessed against new development in the Lakewood Crossings subdivision that had been frozen since March 2005. Mr. Pagoria used these fees in his analysis of the potential purchase. What he didn't understand was the extent to which the normal impact fees, which Ryland would have to pay after March 2010, had increased. Mr. Pagoria is now asking for some relief from the extensive increase in impact fees.

Analysis. Impact fees grew significantly during 2005, 2006, and 2007. In the case of Lakewood, there are no impact fees assessed for District 300 due to a land donation. As such, any relief provided to Ryland on impact fees will not have any consequences for District 300. Regardless, for Parks, Public Use, Fire, Library, and Transportation impact fees, the assessment increased 34.1% from 2005 to 2011 for a four bedroom, detached home. Park fees alone increased 54.9% during this period.

Should the Village Board decide to provide some relief to Ryland, staff would suggest putting a cap on the duration of the relief (e.g., two years).

Recommendation. Staff recommends a discussion of the request from Ryland Homes for relief from the impact fees for Lakewood Crossings.

RYLAND HOMES

The Ryland Group, Inc.
Chicago Division

1141 East Main Street
Suite 106
East Dundee, IL 60118

224-293-3114 Tel
224-293-3101 Fax
847-878-9439 Cell
mpagoria@ryland.com

February 22, 2012

Doug Maxeiner
Village Administrator
Village of Hampshire
234 South State Street
P.O. Box 457
Hampshire, IL 60140
(847) 683-2181 phone
(847) 683-4915 fax
dmaxeiner@hampshireil.org

Re: Lakewood Crossing

Dear Doug,

A couple issues have arisen at Lakewood Crossing that I would like to discuss with Staff. In January of 2010 when Ryland was first investigating the Lakewood Crossing acquisition we received from the previous staff a copy of the fees associated with the community. The transition and impact fees for a four bedroom single family home were \$10,847 per lot and a three bedroom duplex was \$10,132 per unit. We then based our business model on those fees with a typical increase per year for the life of the project. It wasn't until after the property was purchased that we realized the original annexation agreement had a provision which froze the fees for the first 5 years, which expired on March 31, 2010.

The current fees we received from the Village are \$13,483.89 for a four bedroom single family (\$18,388.56 if in school district 158) and \$11,254.61 for a three bedroom duplex unit, which is a significant increase. Assuming all 123 duplexes are three bedroom units and all 135 single family homes have four bedrooms (17 homes in school district 158) the increase from March 31, 2010 to date is \$577,440.57 or 21.3%. It was clearly Ryland's error for not requesting an extension of the provision that locked in the fees. We now regretfully request that the Village grant Ryland an extension of the original provision and allow the Lakewood Crossing development to proceed with the previous fees for an additional three years or provide a reduction in fees of approximately \$2,200 per lot/unit.

I understand that the Village is under no obligation to grant this request and I only hope that the lengths in which Ryland has gone to resurrect the Lakewood community is evident of our commitment to Hampshire. Without assistance from the Village the Lakewood community will have a clear disadvantage in comparison to the neighboring competition. In the current market a discrepancy of this magnitude will have a significant impact on our ability to strategically price the homes.

The second issue is related to the buildable area within duplex Lots 334 – 341. When Ryland acquired the Lakewood community we were not allowed the right to use the Lakewood Homes

product to complete the community. Therefore Ryland had to design a duplex product to address the current needs within the market. Our final product is a little different in design than Lakewood's as we included larger room sizes, optional upgrades, and a two car garage, all items that are imperative to the success of the duplex construction. This resulted in the Ryland duplex unit being slightly deeper in dimension, and therefore unable to be constructed on lots 334 – 341. In looking at the plat of subdivision (see attached) you will notice that the location of these eight lots along the curved road creates a shallower buildable area than that of a rectangular lot located along a straight stretch of road. Based on the aforementioned we are formally requesting a variance on the rear setback from 30ft to 26ft. This variance will not detrimentally impact any neighboring lots as Lots 334 – 341 back directly to the stormwater management facility. This will also not create a precedent as this is an isolated issue within the duplex area. By granting the variance the Village will allow Ryland the ability to adequately market and sell these eight lots with any of the newly designed duplex models.

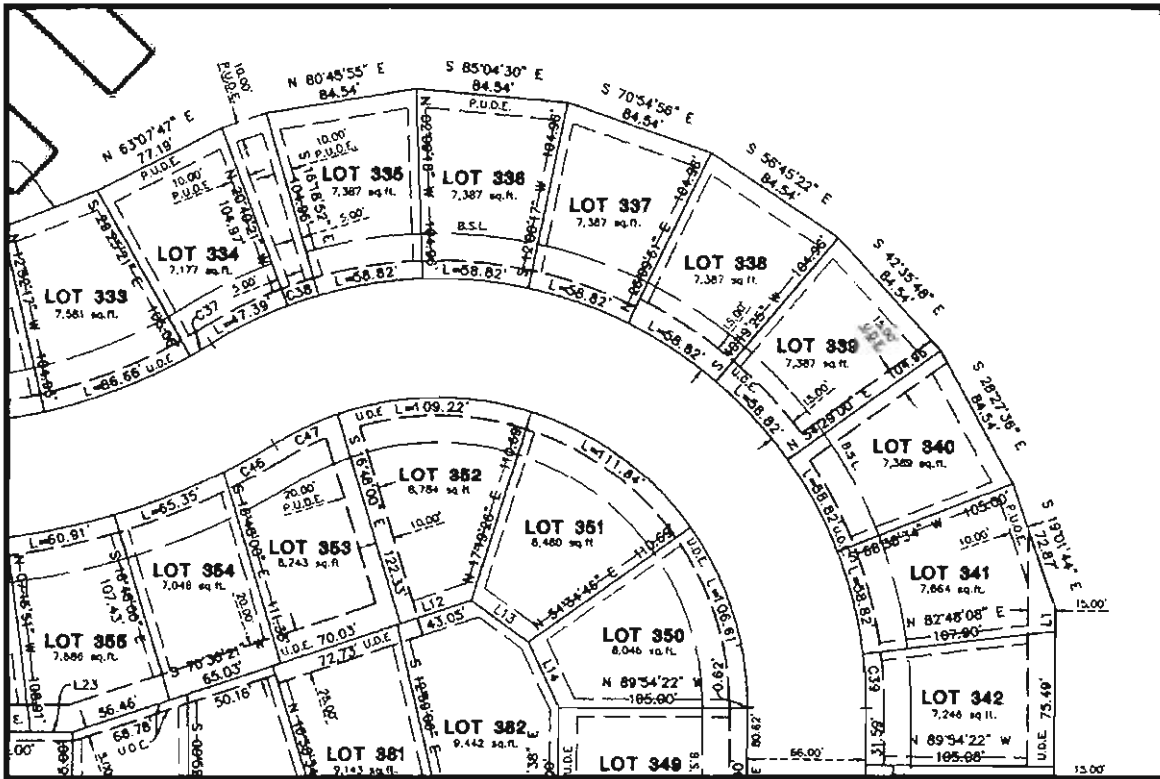
I would greatly appreciate the opportunity to discuss our proposal further with Staff and ultimately process this as a formal request to the Village Board. If you have any questions, please contact me at 847-878-9439. Thank you for your help.

Sincerely,

A handwritten signature in blue ink, appearing to read "Matthew J. Palgoria". The signature is fluid and cursive, with a large initial "M" and a long, sweeping underline.

Matthew J. Palgoria
Vice President, Land Acquisition and Entitlements

Lots 334 - 341



AGENDA SUPPLEMENT

TO: President Magnussen and Village Board

FROM: Doug Maxeiner, Village Administrator

FOR: March 1, 2012 Village Board Meeting

RE: Resolution Approving an Extension of an Intergovernmental Agreement with Gilberts and a Service Agreement with Call One for Landline Telephone Services

Background. In January of 2009, the Village of Hampshire partnered with the Village of Gilberts to contract for landline based telephone services. The analysis completed at that time showed that both entities could save approximately 40% on their phone services by switching to Call One from AT&T. This savings translated to nearly \$4,000 annually and over \$11,000 for the life of the three year contract. The contract has expired (January 2012) and the Village will need to approve the resolution and service agreement in order to continue to enjoy the savings provided by Call One. Gilberts has already approved the extension.

Analysis. Call One has been selected as the approved lowest responsible bidder for telecommunication services through the Suburban Purchasing Cooperative for several years. The proposed rates in the extension remain virtually unchanged from the prior service agreement. The savings realized by continuing to utilize Call One versus AT&T remain at approximately 40%.

Recommendation. Staff recommends approval of the resolution extending the intergovernmental agreement with the Village of Gilberts and a service agreement with Call One for landline based telephone services.

No. 12-

**A RESOLUTION
AUTHORIZING THE EXTENSION OF AN INTERGOVERNMENTAL AGREEMENT
WITH THE VILLAGE OF GILBERTS FOR TELECOMMUNICATION SERVICES**

WHEREAS, the Village of Hampshire uses local telephone services in its day-to-day operations to communicate with residents, businesses, vendors and other various parties; and

WHEREAS, the Village is under no current contractual obligation with any company or third party for its telephone services; and

WHEREAS, the Village seeks to continue to reduce its monthly telephone cost and has found a vendor to continue to reduce said cost; however, the Village under current state law is unable to enter into a contract extending past the term of the Village President; and,

WHEREAS, the Village of Gilberts is also looking to continue to reduce its telephone costs and the Illinois Governmental Cooperation Act, 5 ILCS 2201/1 et seq; allows for municipalities to enter into intergovernmental agreements to share said services for an extended period of time.

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

Section 1. The Village President is authorized to execute an Intergovernmental Agreement with the Village of Gilberts to share telecommunication services, a copy of which is attached as Exhibit "A."

Section 2. Any motion, order, intergovernmental agreement, resolution or ordinance in conflict with the provisions of this Resolution is to the extent of such conflict hereby superseded and waived.

Section 3. This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

ADOPTED this 1st day of March, 2012, pursuant to roll call vote as follows:

AYES: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

APPROVED this 1st day of March, 2012.

Jeffrey R. Magnussen, Village President

ATTEST:

Linda Vasquez, Village Clerk

**AN INTERGOVERNMENTAL AGREEMENT
FOR TELECOMMUNICATIONS SERVICES**

THIS INTERGOVERNMENTAL AGREEMENT FOR TELECOMMUNICATIONS SERVICES, is made and entered into as of _____, 2012 and executed by each of the undersigned municipalities on the dates set forth beneath the respective signatures of their duly authorized officers below, by and between the Village of Gilberts, Kane County, Illinois ("**Gilberts**") and the Village of Hampshire, Kane County, Illinois ("**Hampshire**").

WITNESSETH:

WHEREAS, the parties are authorized and empowered to enter into this Agreement pursuant to Section 10 of Article VII of the Illinois Constitution; the Illinois governmental Cooperation Act, 5 ILCS 220/1 *et seq.*; and all other applicable provisions of law.

WHEREAS, Gilberts and Hampshire desire to enter into an intergovernmental agreement to share telecommunication services, as detailed in the contract with United Communication Systems Inc. d/b/a Call One, attached to this Agreement as Exhibit A ("**Services Contract**"); and

NOW, THEREFORE, in consideration of the matters set forth above, the agreements, covenants, representations and undertakings made and contained in this Agreement, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Gilberts and Hampshire hereby agree, covenant, represent, and undertake as follows:

**ARTICLE I
Services**

A. **Each Party Responsible for Own Service Costs.** Each party to this agreement shall be solely responsible for any and all costs imposed by the Service Provider relative to that party's respective share of the services provided under the Service Provider Agreement set forth in Exhibit A and shall not, in any way, be held liable or responsible for the other party's service costs of any other cost, fee, or penalty assessed against the other party pursuant to the Service Agreement.

B. **Service Agreement.** The term of this agreement shall correspond with the term of the Services Agreement attached as Exhibit A, and upon termination of the Services Agreement, this Agreement shall also terminate.

ARTICLE II
Miscellaneous

A. **Notice.** Any notice or communication required or permitted to be given under this Agreement shall be in writing and shall be delivered (i) personally, (ii) by a reputable overnight courier, (iii) by certified mail, return receipt requested, and deposited in the U.S. Mail, postage prepaid, or (iv) by facsimile. Facsimile notices shall be deemed valid only to the extent that they are (a) actually received by the individual to whom addressed and (b) followed by delivery of actual notice in the manner described in either (i), (ii), or (iii) above within three business days thereafter as the appropriate address set forth below. Unless otherwise expressly provided in this Agreement, notices shall be deemed received upon the earlier of (a) actual receipt; (b) one business day after deposit with an overnight courier as evidenced by a receipt of deposit; or (c) three business days following deposit in the U.S. mail, as evidenced by a return receipt. By notice complying with the requirements of the Section, each party shall have the right to change the address or the addressee, or both, for all future notices and communications to such party, but no notice of a change of addresses or address shall be effective until actually received.

Notices and communications to Gilberts shall be addressed to, and delivered at, the following address:

Village of Gilberts
ATTN: Marlene Blocker, Finance Director
73 Industrial Drive
Gilberts, IL 60136

Notices and communications to Hampshire shall be addressed to, and delivered at, the following address:

Village of Hampshire
ATTN: Doug Maxeiner, Village Administrator
234 State St.
Hampshire, IL 60140

By notice complying with the requirements of this Section, Gilberts and Hampshire each shall have the right to change the address or addressee or both for all future notices to it, but no notice of a change of address or addressee shall be effective until actually received, and, if by email, opened by the recipient.

B. **Time of the Essence.** This is of the essence in the performance of all terms and provisions of this Agreement.

C. **Rights Cumulative.** Unless expressly provided to the contrary in this Agreement,

and every one of the rights, remedies and benefits provided by this Agreement shall be cumulative and shall not be exclusive of any other such rights, remedies and benefits allowed by law.

D. **Non-Waiver.** Neither Gilberts nor Hampshire shall be under any obligation to exercise any of the rights granted to it in this Agreement except as it shall determine to be in its best interest from time to time. The failure of Gilberts or Hampshire to exercise at any time any such rights shall not be deemed or construed as a waiver thereof, nor shall such failure void or affect Gilberts' or Hampshire's rights to enforce such rights or any other rights.

E. **Terms.** This Agreement shall remain in full force and effect during the term of the Service Agreement unless terminated in accordance with the terms of such Agreement. If any of the privileges or rights created by this Agreement would otherwise be unlawful or void for violation of (a) the rule against perpetuities or some analogous statutory provision, (b) the rule restricting restraints on alienation, or (c) any other statutory or common law rules imposing time limits, then such provision shall continue only until 21 years after the death of the last survivor of the now living descendants of the Governor of the State of Illinois as of the date of this Agreement.

F. **Governing Law.** This Agreement shall be governed by, construed and enforced in accordance with the internal laws, but not the conflicts of laws rules, of the State of Illinois.

G. **Severability.** If any provision of this Agreement is construed or held to be void, invalid, illegal, or unenforceable in any respect, the remaining part of that provision and the remaining provision of the Agreement shall not be affected, impaired, or invalidated thereby, but shall remain in full force and effect. The unenforceability of any provision of this Agreement shall not affect the enforceability of that provision in any other situation.

H. **Entire Agreement.** This Agreement shall constitute the entire agreement of the parties of this Agreement concerning the Service Agreement; all prior agreements between the parties, whether written or oral, are merged in this Agreement and shall be of no force and effect.

I. **Binding Effect.** The terms of this Agreement shall bind and inure to the benefit of the parties to this Agreement and their agents, successors, and assigns.

J. **Grammatical Usage and Construction.** In construing this Agreement, feminine or neuter pronouns shall be substituted for singular and singular for plural, in any place in which the context so requires.

K. **Interpretation.** This Agreement shall be construed without regard to the identity of the party who drafted the various provisions of this Agreement. Moreover, each and every provision of this Agreement shall be construed as though all parties to this Agreement participated equally in the drafting of this Agreement. As a result of the foregoing, any rule or

construction that a document is to be construed against the drafting party shall not be applicable to this Agreement.

L. **Headings.** The heading, titles and captions in this Agreement have been inserted only for convenience and in no way define, limit, extend or describe the scope or intent of this Agreement.

M. **Amendments and Modifications.** No modification, addition, deletion, revision, alteration or other change to this Agreement shall be effective unless and until such change is reduced to writing and executed and properly approved by the corporate authorities of the parties at the time such modification is intended to be effective, pursuant to all applicable statutory procedures.

N. **Changes in Laws.** Unless otherwise explicitly provided in this Agreement, any reference to existing law shall be deemed to include any modifications of, or amendments to existing law as may, from time to time, hereinafter occur.

O. **Authority to Execute.**

1. **Gilberts.** Gilberts hereby represents that the persons executing this Agreement on its behalf have been properly authorized to do so by its corporate authorities.

2. **Hampshire.** Hampshire hereby represents that the persons executing this Agreement on its behalf have been properly authorized to do so by its corporate authorities.

P. **Calendar Days and Times.** Any reference herein to "day" or "days" shall mean calendar and not business days. If the date for giving of any notice required to be given hereunder or the performance of any obligation hereunder falls on a Saturday, Sunday, or federal holiday, then said notice or obligation may be given or performed on the next business day after such Saturday, Sunday or federal holiday.

Q. **No Third Party Beneficiaries.** No claim as a third party beneficiary under this Agreement by any person, firm or corporation shall be made, or be valid, against either party.

IN WITNESS WHEREOF, the parties hereto have caused the execution of this Agreement by their duly authorized officers on the date stated on the first page of the Agreement.

ATTEST:

By: _____
Debra Meadows, Village Clerk

Village of Gilberts

By: _____
Rick Zirk, Village President

ATTEST:

By: _____
Linda Vasquez, Village Clerk

Village of Hampshire

By: _____
Jeffrey Magnussen, Village President

EXHIBIT A
SERVICE CONTRACT

Billing Telephone Numbers (BTN) (continued):

17N588 HARMONY RD	HAMPSHIR, IL	847-683-1141
102 N KLICK	HAMPSHIR, IL	847-683-1148
102 N KLICK; Flr 1	HAMPSHIR, IL	847-683-1423
350 MILL AV	HAMPSHIR, IL	847-683-2064
234 S STATE; Flr 1	HAMPSHIR, IL	847-683-2181
200 INDUSTRIAL DR; Flr 1; des unit b	HAMPSHIR, IL	847-683-2341
234 S STATE; Flr 1	HAMPSHIR, IL	847-683-4915
183 BARN OWL DR; Flr 1	HAMPSHIR, IL	847-683-7408
234 S STATE; Flr 1	HAMPSHIR, IL	847-683-7545
95 MEADOWS DR; Flr 1	GILBERTS, IL	847-741-4305
87 GALLIGAN RD; Flr 1	GILBERTS, IL	847-836-8070
320 RAYMOND DR; Flr 1	GILBERTS, IL	847-841-8191
281 RAYMOND DR; Flr 1	GILBERTS, IL	847-841-8213
281 RAYMOND DR; Flr 1	GILBERTS, IL	847-841-8213
10 SILVER TRAIL PKWY; Flr 1	GILBERTS, IL	847-844-3675

Customer initials _____

Call One initials _____

Terms and Conditions

- 1. Term.** Customer hereby orders the Local Exchange, Interexchange and miscellaneous services incident thereto as described herein (collectively, the "Services") for the term selected by Customer on Page 1 of this Agreement (the "Term"), effective as of the date the Services are installed or first provided (the "Effective Date"). Upon expiration of the Term, the usage rates and monthly recurring charges applicable to a Term other than Month-to-Month will revert to Call One's prevailing month-to-month rates unless Customer has (1) entered into a successor agreement or (2) canceled the Service, in each case effective as of the expiration of the Term. Call One is not responsible for notifying customer of the expiration of any Term.
- 2. Rates.** (a) Unless otherwise specified on Page 1 of this Agreement, Call One's prevailing month-to-month rates for lines, features, other monthly recurring charges and non-recurring charges (e.g., installation, service establishment and/or other non-recurring charges) will apply to the Services. By executing this Agreement, Customer acknowledges that it has received notice of and is aware of the rates and other charges that apply to the Services that are not specifically identified on Page 1 of this Agreement. If there is any change to Call One's prevailing rates or charges that apply to the Services, Customer will be notified in its monthly invoice or in the applicable state tariff, effective as stated therein. If Customer has elected a Term other than Month-to-Month, the usage rates and monthly recurring charges (each expressed as a rate or as a discount off Call One's prevailing month-to-month rates) identified on Page 1 of this Agreement will apply to the Services during the Term. (b) Call One shall also bill Customer as a separate line item all applicable federal, state and other governmental fees, surcharges and taxes. (c) Call One may, at its sole discretion, increase the rates for Band C, 1+ long distance or inbound 800/888 toll-free Services, if and to the extent the charge from the local exchange carrier to terminate the outbound calls or to originate the inbound calls exceeds twenty-five percent of the rate for that Service, and that Service will be provided on a month-to-month term.
- 3. Authorization.** Customer authorizes Call One to act as its agent for purposes of obtaining information on Customer's existing telecommunications and related service(s) and to submit orders to reflect the Services ordered under this Agreement for the specific Billing Telephone Numbers (BTN) and/or physical locations listed below and included in any supplement to this Agreement. This grant of agency shall remain in effect until revoked by Customer.
- 4. Existing Commitments.** (a) If Customer has an existing term commitment contract with another service provider (a "Third Party Commitment"), Customer acknowledges that, in addition to the Terms and Conditions of this Customer Service Agreement, Customer shall remain obligated under the terms of such Third Party Commitment and shall be solely responsible for any penalties, fees or charges by virtue of that Third Party Commitment. (b) If, as part of Call One's provision of Services, Customer terminates a Third Party Commitment(s), Customer agrees that it is solely responsible for the fees associated with such termination. Further, no discount is provided for the related services unless and until Customer has agreed to terminate the Third Party Commitment(s) as provided above or the Third Party Commitment(s) has expired and Customer has entered a new agreement directly with Call One.
- 5. Early Termination/Cancellation.** Customer shall be required to provide Call One a minimum of 30 days notice in writing of any termination/cancellation of Service(s). (a) If Customer terminates the Service in whole or in part prior to the expiration of the Term, Customer will be liable for an early termination charge equal to the Term Savings Recovery. As used herein, "Term Savings Recovery" is the total usage and monthly recurring charge discount received by the Customer calculated as follows: (A) the difference between the total usage charges billed to Customer at the discounted rates Customer received for the Term selected in this Agreement and the total usage charges that would have been billed to Customer at the Call One tariff month-to-month usage rates in effect as of the Effective Date; and (B) the difference between the discounted monthly recurring charges Customer received for the Term selected in this Agreement and the Call One tariff non-discounted monthly recurring charges in effect as of the Effective Date times the number of months Service was provided. In addition, Customer shall also be liable for any installation and/or other non-recurring charges that were waived. (b) If Call One terminates Service(s) in whole or in part due to Customer's non-payment or default, customer will be deemed to terminate the Service(s) and liable for all early termination charges. (c) If Customer cancels Service before the Service is established, Customer shall be liable to Call One for all reasonable expenses incurred by Call One to process the order for Service.
- 6. Inside Wiring.** The applicable rates for inside wiring provided directly by Call One to Customer are specified on the technician-charges page of the Call One website at www.callone.com. Inside wiring provided by a third party vendor will be billed at their applicable rates and charges. In addition, any installation charges identified on Page 1 of this Agreement applies to the initial Service installation and does not include inside materials and wiring.
- 7. Liability.** The entire liability of Call One, if any, for damages to Customer or to any third party whether in negligence, tort, contract or otherwise, which may arise from Call One's performance or non-performance of the Services is limited to an amount equal to a prorated adjustment of applicable monthly recurring charges for the Services affected or any portion thereof. The foregoing limitation of liability includes any mistakes, omissions, interruptions, delays, errors or defects in transmission occurring in the course of installing and/or furnishing the Service.
- 8. Applicability of Tariffs.** This Agreement orders Services at rates provided herein and subject to the terms and conditions set forth in Call One's then-applicable state tariff, which tariff is incorporated by reference. State tariffs are available through the regulatory page of the Call One web site currently at www.callone.com. Customer acknowledges all services purchased pursuant to this agreement are for business purposes.
- 9. Assignment.** Customer may not assign this Agreement (by operation of law or otherwise) without the prior written consent of Call One, which consent will not be unreasonably withheld or delayed. Any prohibited assignment shall be void ab initio.
- 10. Entire Agreement.** Signed facsimile or scanned copies of this Agreement will legally bind the parties to the same extent as originally executed documents. The terms contained in this Agreement and any documents attached and referenced herein constitute the entire agreement between the parties with respect to the subject matter hereof.
- 11. Jurisdiction / Collection Costs.** Any action or proceeding arising out of or related to this Agreement, the Tariffs or Services may be commenced in any state or Federal court of competent jurisdiction in the State of Illinois. The Parties submit and expressly consent to the jurisdiction of such court and expressly waive any right to a trial by jury. Call One shall be entitled to recover from Customer all reasonable collection costs, including attorneys fees.

Customer initials _____

Call One initials _____

United Communication Systems, Inc.

123 N Wacker Drive 7th Floor - Chicago, IL 60606 - Telephone 312-681-8300 - Fax 312-681-8301

AGENDA SUPPLEMENT

TO: President Magnussen and Village Board

FROM: Doug Maxeiner, Interim Village Administrator

FOR: March 1, 2012 Village Board Meeting

RE: Resolution Extending the Kane County Animal Control Services Intergovernmental Agreement for one-year.

Background. In 2008, the Village entered into an intergovernmental agreement (IGA) with the Kane County Health Department for the provision of animal control services in Hampshire. The original agreement provided for the option of one-year extensions to the IGA when it expired on April 30, 2011. Last year, the Village Board approved a one-year extension expiring on April 30, 2012.

Analysis. The IGA provides for an on-call service for the pick-up of animals running at large, sick or injured dogs and small, wild mammals such as skunks, raccoons, and bats. The IGA also covers the cost for housing these pick-ups and for providing adoption services for domestic animals. Upon calling for service, the Village will be billed for the service at the agreed upon rates.

If the Village wants to extend the IGA for another year, the Board will need to approve the attached Resolution authorizing the extension. A copy of the original contract and a list of the current fees in the County Code are included for your review. There has been some discussion that the County may change some terms of the service for the coming year. However, the Village would have the ability to opt out of the service if the changes to the service do not meet the satisfaction of the Village Board.

Recommendation. Staff recommends approval of the resolution authorizing the extension of the intergovernmental agreement with Kane County for the provision of Animal Control Services in Hampshire.

No. 12-

**A RESOLUTION
EXERCISING AN OPTION TO RENEW AN INTERGOVERNMENTAL AGREEMENT
WITH KANE COUNTY
FOR ANIMAL CONTROL SERVICES IN THE VILLAGE OF HAMPSHIRE**

WHEREAS, the Village of Hampshire previously entered into an Intergovernmental Agreement with the County of Kane for Animal Control Services dated April 17, 2008 ("Agreement"); and,

WHEREAS, the original Agreement provided for Animal Control Services for a period of three years expiring on April 30, 2011; and,

WHEREAS, the original Agreement provided for the option of two (2), one-year extensions to the Agreement; and,

WHEREAS, the Village of Hampshire did on March 17, 2011 pass a resolution extending the Agreement for one additional year expiring on April 30, 2012; and,

WHEREAS, the Village of Hampshire has determined it is in the best interests of the citizens of the Village of Hampshire to trigger a second one-year renewal to the Agreement expiring on April 30, 2013.

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

SECTION 1. The Village of Hampshire hereby exercises the second (of two) one-year options for said Agreement contained in Section 8 thereof and confirms that it has been actively participating in animal services and facility planning activities.

SECTION 2. The Village President shall be and is hereby authorized and directed to execute, and send a written notice to the County of Kane triggering the extension of the Agreement pursuant to Section 8 of the Agreement.

This Resolution shall be in full force and effect upon its passage and approval as provided by law.

AYE: _____

NAY: _____

ABSENT: _____

ABSTAIN: _____

APPROVED THIS 1ST DAY OF MARCH, 2012.

Jeffrey R. Magnussen, Village President

ATTEST:

Linda Vasquez, Village Clerk

AGREEMENT FOR ANIMAL CONTROL SERVICES

THIS INTERGOVERNMENTAL AGREEMENT is made and entered into this 17th day of April, 2008 by and between the **COUNTY OF KANE**, a body politic and corporate, and the **VILLAGE OF HAMPSHIRE**, an Illinois municipal corporation.

WHEREAS, the County of Kane ("Kane County") is a body politic and corporate duly organized and existing under the Constitution and laws of the State of Illinois; and

WHEREAS, the Village of Hampshire ("Municipality") is an Illinois municipal corporation; and

WHEREAS, Kane County pursuant to the Animal Control Act, 510 ILCS 5/1 et seq. (the "Act") has certain rights, duties and obligations with respect to rabies control and registration of dogs and cats on a countywide basis, and also has primary responsibility for animal control activities within unincorporated Kane County; and

WHEREAS, Kane County has caused to be constructed a new Animal Control Facility (the "Facility") in order to exercise and fulfill the County's rights, duties and obligations under the Act and otherwise; and

WHEREAS, Kane County has and will invest substantial sums for capital expenditures in connection with the construction of the Facility; and

WHEREAS, the Municipality has the right, but not the obligation to control animal activities in its corporate limits, and has historically taken the primary responsibility for animal control activities within its corporate limits and desires to contract with the County to discharge these responsibilities; and

WHEREAS, pursuant to Kane County Board Ordinance 07-254, passed July 10, 2007, Kane County is ready, willing and able to contract with the municipalities of Kane County to provide them with animal control services, including but not limited to pick-up of animals running at large, sick or injured dogs and small, wild mammals such as skunks, raccoons, and bats and providing housing and adoption services for animals in its custody to the best of its ability; and

WHEREAS, the parties have a mutual interest in long term planning for animal control services in Kane County and intend to participate in such planning activities to be convened by the Metro West Council of Government, but desire to enter into an agreement for services while such planning is ongoing; and

WHEREAS, pursuant to Article VII Section 10 of the Constitution of the State of Illinois and Section 3 of the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/3 (2006), units of local government are authorized and empowered to enter into agreements to obtain and share services and to exercise jointly or transfer any powers or functions not prohibited by law; and

WHEREAS, the Chairman of the Kane County Board has heretofore been authorized pursuant to Resolution 08-79 to enter into an intergovernmental agreement with the Municipality as herein provided;

NOW, THEREFORE the COUNTY OF KANE and the VILLAGE OF HAMPSHIRE do hereby agree as follows:

Section 1. Incorporation of Recitals. The facts and statements contained in the preamble to this Agreement are hereby incorporated herein as if fully set forth.

Section 2. Pickup Service Provided. The Kane County Animal Control Department will provide pickup service for stray dogs found within the limits of the Municipality and shall transport them to the Facility or another County designated animal shelter for a service fee to be paid to the County as provided in Section 5-49(a) of the Kane County Code.

Section 3. Complaint Calls - Response. The Kane County Animal Control Department will respond to complaint calls, as provided in Section 5-49(a) of the Kane County Code, from the Municipality's police department (or appropriate Municipal officials if no police department exists), for barking dogs, dogs running at large and sick or injured wildlife outside of a building or structure within the limits of the Municipality and shall transport them to the Facility or another County designated animal shelter. The service fee to be paid to the County shall be that shown on Exhibit A. The County Board may pass a resolution which shall be binding on the Municipality upon 60 days notice to the Municipality, to increase said rates. Notwithstanding the above, all service fee increases are hereby capped at a maximum increase of 25% of the Base Rate in the first 12 month period of the agreement. During each subsequent 12 month period, all service fees are likewise capped at a maximum increase of 25% of the Base Rate. "Base Rate" is the amount specified by category of service in Exhibit A.

Section 4. Vicious or Dangerous Dogs. The Kane County Animal Control Department shall cooperate with the police department of the Municipality in responding to complaints relating to vicious or dangerous dogs. All complaints and proceedings shall be handled as provided in Sections 15 and 15.2 of the Act.

Section 5. Invoices for Services. Kane County shall invoice the Municipality for services provided at the end of each month and the Municipality shall remit payment to Kane County in full within thirty (30) days. The County invoice shall, at a minimum, specify the dates of service, particulars regarding the animal serviced and the types of services rendered (See Exhibit B.) The County shall retain the right to limit, suspend, or terminate services to the Municipality if it shall omit to pay any fees within sixty (60) days of receipt of the County's invoice therefore. All fees for services shall be deposited by the County as set forth in Resolution 06-330.

Section 6. Termination of prior Agreements; Waiver of Fees. Upon the effective date of this Agreement, any and all prior agreements between Kane County and the Municipality are hereby terminated and abrogated.

Section 7. Fees and Charges to Individual Owners. Nothing in this Agreement shall be construed to limit the right of Kane County or the municipality to increase or impose any fees or charges to individual owners as permitted or provided by law.

Section 8. Effective Date; Termination. This Agreement shall commence upon the affixing of the last signature of any officer required to sign this Agreement, which date shall be deemed the "Effective Date." This Agreement shall remain in full force and in effect until April 30, 2011, with two one-year renewal options that shall be subject to the following condition: that the Municipality has been and is actively participating in animal control services and facility planning activities that are to be convened and coordinated by the Metro West Council of Governments, ("Metro West") . The Municipality shall notify the county in writing, not less than 60 days prior to the expiration date, of its intent to exercise each renewal option.

Section 9. Additional Agreement. The Parties agree to meet to work towards a long term solution to the regional issues of animal control. To that end, the County will assist the Municipality cooperatively with Metro West to participate in developing a plan to meet specific anticipated demand for animal control

services due to municipal growth. Failure by the Municipality to participate in good faith in said meetings shall be a breach of the terms of this agreement by the Municipality.

Section 10. Service Provision Subject to Shelter Capacity.

The County shall reserve 30% of the animal shelter capacity for the exclusive use of the county for provision of services to residents of unincorporated Kane County and for its use for provision of County wide animal bite investigation services. If, at any time, in the opinion of the Kane County Animal Control Administrator, animals in the shelter from the Municipality and other municipal contract-holders constitute more than 60% but less than 70% of total shelter capacity, the Administrator shall notify the Municipality as provided for in Section 12 of this Agreement. If, at that time, in the opinion of the Kane County Animal Control Administrator, animals in the shelter from the Municipality and other municipal contract-holders has reached 70% of the total shelter capacity, the Administrator shall notify the Municipality that Animal Control services for new additional animals are being suspended and for what time period they shall be suspended to the Municipality and to all other municipal contract-holders. In the event of service suspension, the County shall work with the Municipality to identify and obtain animal control services from other service providers in the geographic area, but it shall be the sole responsibility of the Municipality to secure such services for its residents during the service suspension period, and the County shall have no obligation, responsibility or liability to the Municipality for animal control services except as provided by other applicable law. Animal Control services shall be reinstated when the Animal Control Administrator determines that the unused shelter capacity has exceeded 30% for two consecutive weeks.

Section 11. Indemnification. The Municipality shall indemnify, defend and hold harmless Kane County and its officers, agents and employees of and from any and all claims, demands, suits at law or in equity, of any kind and manner, which in any way occur or arise in connection with Kane County's services or facilities provided pursuant to this Agreement, except as to claims of negligence, intentional, willful or wanton acts committed by the County and its officers agents and employees and/or to the extent prohibited by law or public policy. In the event of a claim being made by the County under this Section, the County shall be entitled to be defended by counsel of its own choosing, and the Municipality shall pay any reasonable attorneys' fees and expenses incurred by the County in connection therewith.

Section 12. Notices. Any notices permitted or required to be given under this Agreement shall be deemed given if sent by certified mail, return receipt requested, or by personal delivery to the person to who it is addressed, to the following:

If to Kane County:
County of Kane
Kane County Government Center
719 South Batavia Avenue - Building A - 2nd Floor
Geneva, IL 60134
Attention: County Board Chairman

With a copy to:
Animal Control Administrator
County of Kane
4060 Keslinger
Geneva, IL 60134

With a copy to:
States Attorney, Chief of the Civil Division
County of Kane

If to the Municipality:
Village of Hampshire
234 S. State Street
Hampshire, Illinois 60140
Attention: Village Clerk

until notice of change of address is given in the manner provided.

Notice by fax transmission or email communication shall not be sufficient unless required by an applicable statute.

Section 13. Severability. If any provision, clause or section of this Agreement shall be **ruled** or held invalid by any Court of competent jurisdiction, then and in such event such finding of invalidity shall not affect the remaining provisions of this Agreement which can be given effect without such invalid provisions and to that end to provisions of this Agreement are Severable.

Section 14. Entire Agreement of the Parties. This Agreement, and any ordinances or resolutions incorporated herein by reference or by operation of law constitutes the entire agreement of the parties and no modifications by course of conduct or oral agreement shall be valid unless reduced to writing and duly adopted by the Kane County Board and the Municipality.

Section 15. Binding Effect; Successors' Assignment. This Agreement shall be binding upon the respective parties hereto, and their lawful successors in interest, except that Kane County shall not assign performance of this Agreement to another unit of local government without the written consent of the Municipality.

WHEREFORE, the parties have caused this Agreement to be signed as of the date and year first above written.

COUNTY OF KANE

By: _____
Karen McConnaughay
County Board Chairman

ATTEST: _____
John A. Cunningham
Kane County Clerk

VILLAGE OF HAMPSHIRE

By: _____
Jeffrey R. Magnussen
Village President

ATTEST: _____
Linda Vasquez
Village Clerk

Sec. 5-49.1. Fees:

(a) Effective July 1, 2007, the fees to municipalities contracting for animal control services with the county shall be as follows:

Pick up stray, sick, or injured animals (includes euthanasia for injured wildlife)	\$100.00
Board, euthanasia, and cremation fee for animals unclaimed by their owner	200.00
Additional boarding charges per day if needed such as in litigation situations	25.00
Additional transport fees (e.g., for court hearing)	100.00

No fees shall be charged if the animal is reclaimed by its owner and applicable fees paid.

(b) Effective May 1, 2006, the fees to individual owners for animal control services shall be as follows:

Pick up stray or sick or injured animal - nonneutered	\$150.00
Pick up stray or sick or injured animal - neutered	75.00
Boarding charges per day - nonneutered	35.00
Boarding charges per day - neutered	17.50
Microchip fee, where applicable	15.00

The animal control administrator shall rebate fifty percent (50%) of the pick up and boarding charges if the animal is neutered within forty five (45) days of being reclaimed and evidence provided to the animal control department.

(c) If in the opinion of the county veterinarian, neutering of an animal is not appropriate for any reason, the additional fee imposed by subsection (b) of this section for nonneutered animals shall not be charged.

- (d) The administrator shall by regulation prescribe circumstances where a waiver or reduction of fees is appropriate based on financial hardship.
- (e) Any person or agency claiming an animal for adoption purposes shall not be required to pay any pick up or boarding fees incurred prior to the claim. (Ord. 06-154 §§ 1, 2, 3, 4, 5, 4-11-2006; Ord. 07-254, § 1, 7-10-2007)

AGENDA SUPPLEMENT

TO: President Magnussen and Village Board

FROM: Doug Maxeiner, Village Administrator

FOR: March 1, 2012 Village Board Meeting

RE: Discussion Regarding Property Maintenance Enforcement

On November 8, 2011, the Planning and Zoning Committee met to discuss property maintenance and code compliance matters for commercial properties on Mill and Keyes Avenues and Industrial Drive. Informational letters were sent to properties exhibiting the most excessive property maintenance issues. Land use (zoning) questions or alleged violations were not addressed.

President Magnussen stated at the February 16th Village Board meeting that he would like for the Village Board to discuss property maintenance issues at the March 1st meeting.

AGENDA SUPPLEMENT

TO: President Magnussen and Village Board

FROM: Doug Maxeiner, Village Administrator

FOR: March 1, 2012 Village Board Meeting

RE: Discussion Regarding Offsite Storage of Village Records

Background. Trustee Brust has been an advocate for storing Village records offsite as part of the Continuity of Operations Plan (COOP). To that end, he secured quotes for the storage of documents offsite through professional document storage firms. This matter has not been brought to the Village Board previously since it was not included in the budget. President Magnussen stated at the February 16th Village Board meeting that he would like for the Village Board to discuss the offsite storage of documents at the March 1st meeting.

Analysis. The quotes for the transportation and storage of documents offsite secured from Secure Document Solutions (SDS) and Cintas are attached. For initial pickup and indexing of documents, SDS estimated that it would cost \$561 versus \$450 for Cintas. However, SDS also provides a quote for blueprints resulting in an additional \$700 for initial pickup and indexing. Cintas does not reference building plans or blueprints.

After the initial pickup and indexing charge, there is a monthly fee for storage. SDS provided an estimate of \$104.30 per month (\$1,251.60 annually) while Cintas estimated \$120 per month (\$1,440.00 annually).

While the vast majority of Freedom of Information Act (FOIA) requests involve relatively recent documents, there would be occasions where documents stored offsite would require retrieval to comply with FOIA. In addition, there are occasions when staff needs historical documents to research an issue. As such, there will be costs associated with the retrieval of documents. Retrieval and delivery of documents with 24 hour notice through SDS amounts to \$42.50 (retrieval cost per box or file \$2.50 and standard delivery of \$40.00 for a round trip). That cost increases to \$75.00 per hour for emergency delivery plus retrieval fees. It does not appear that Cintas charges a retrieval fee but they do charge \$37.50 for next day delivery, \$67.50 for same day delivery, and \$150.00 for emergency delivery within three hours.

Looking at this issue from a larger perspective, there is also a question whether the

Village Board can initiate the removal and storage of public records offsite. State statutes provide that the Village Clerk shall keep "...all papers belonging to the municipality the custody and control of which are not given to other officers..." (65 ILCS 5/3.1-35-90). As such, one could make the argument that any decision by the Village Board as to the offsite storage of public documents for the Village would be advisory in nature to the Village Clerk.

Recommendation. Staff recommends discussion of the feasibility and cost of the offsite storage of public documents and records in consideration of the information provided above.



Records Management Proposal For:

Village of HAMPSHIRE

Presented To: George E. Brust

Date of Submission: July 12, 2011

Presented By:

Mr. Michael Lambert

Mr. Michael Lambert
Secure Document Solutions
12525 Horseshoe Drive
New Lenox, IL. 60451

July 12, 2011



CONFIDENTIAL

Dear Mr. Brust,

It was a pleasure speaking with you earlier today, thank you for giving Secure Document Solutions, Inc. the opportunity to present you with a proposal for off-site records storage and services. The following pages contain general information about our costs for storage and services.

You had asked about our fire alarm system. Our building has a battery backup wireless transmitter that notifies a monitoring facility. They then dispatch the New Lenox fire department located 2.7mi. away.

If you have any questions or comments on any of the following information, please feel free to contact me at your convenience. Thank you and have a wonderful day.

Respectfully Submitted,

Michael Lambert
Director of Operations

ESTIMATE

I estimate that you have

111 Letter Banker Container (12Wx10Hx24L in. / 2.4 Cubic Feet) @ \$0.70 / box = \$77.70
76 Standard Container (12Wx10Hx15L in. / 1.2 Cubic Feet) @ \$0.35 / box = \$26.60
Monthly storage fee Total \$ 104.30

Pick up 187 Boxes	\$2.00 / box	= \$374.00
Indexing of a Box/187 boxes	\$1.00 / box	= \$187.00
Total for Pick up & Indexing of 187 boxes		Total= \$561.00

Also, if you would like SDS to store blueprints I estimate that you have 350. The monthly storage fee would be \$87.50.

Pick up of 350 blueprints	\$1.00/\$40.00 chargeable minimum	\$350.00
Indexing of 350 blueprints	\$1.00/blueprint	\$350.00
Total for pickup & Indexing of 350 blueprints		Total\$700.00



CONFIDENTIAL

Cost Proposal

Storage Fees (**please note pricing is listed **PER BOX** not per cubic foot)

- Monthly Minimum (inventory less than 250 Standard Containers) \$75.00
- Monthly storage fee for one blueprint (above the \$75.00 minimum) \$0.25

- Cost per Box per Month
 - Standard Container (12Wx10Hx15L in. / 1.2 Cubic Feet) \$0.35 / box
 - Letter Banker Container (12Wx10Hx24L in. / 2.4 Cubic Feet) \$0.70 / box

Service Fees

Indexing of a Box	\$1.00 / box
Indexing of a File	\$1.00 / file
Retrieval of a Box	\$2.50 / box
Retrieval of a File	\$2.50 / file
Refiling of a Box	\$2.50 / box
Refiling of a File	\$2.50 / file
Destruction of a Box (Recycling)	\$1.50 / box plus Retrieval
Destruction of a Box (Shredding)	\$4.00 / pound plus Retrieval
Permanent Withdrawal	\$2.50 / box plus Retrieval
Fax / Scan & Email	\$0.25 per page
Photocopies	\$0.25 per page
Hourly Labor / Data Entry	\$80.00 per person per hour
Empty Boxes (Standard Containers; 12Hx10x15L)	\$3.50 / each – includes lids
Pick up / Delivery of a Box (Handling)	\$2.00 / box
Pick up / Delivery of a File (Handling)	\$2.00 / file
Standard Delivery (24 hours or more)	\$40.00 round trip
Emergency Delivery (after-hours, weekends, Holidays)	\$75.00 / hour
Pick up of a blueprint	\$1.00/\$40.00 chargeable minimum
Indexing of a blueprint	\$1.00/blueprint
Retrieval of a blueprint	\$2.50/blueprint
Permanent Withdrawal of a blueprint	\$2.50/blueprint



Records and Media Management Solution for:

Village of Hampshire

Presented By: Joe Nadzam
July 7, 2011



Hard Copy Storage Rates

Schedule "A" to Service Order and Storage Agreement for:

The Village of Hampshire

Records Retention Fees

Storage rate per cubic foot (Paid Monthly in advance). \$0.200

Type	Cubic Footage	Cost/ Month General Storage	Media Type
Cubic Foot	1.0 cubic foot	\$0.200	
Check Box	1.0 cubic foot	\$0.200	
Standard Letter Box	1.2 cubic feet	\$0.240	
Letter Bankers Box	2.0 cubic feet	\$0.400	
Legal Bankers Box	2.5 cubic foot	\$0.500	
Transfile Drawer Box	3.0 cubic feet	\$0.600	

We have formulated this pricing as a cost effective solution for your storage and management needs. Being a service-oriented organization, we are dedicated to providing the highest level of service at the right price. There are no hidden charges within our pricing structure. We do not charge for reports, bar-code labels, etc. We strive to develop long-term relationship with you, our valued customer. Our rates for additional services are based on our regular working hours 8:00am to 5:00pm Monday through Friday.

Storage, Processing & Entry Charges for Stored Cartons

Processing, data entry and shelving of each new carton \$2.00

(Data entry includes: barcode number, optional customer carton number, description with date and content range if applicable, and destroy/review date if listed by customer).

Individual File Listing (Optional) - Special detailed indexing within a carton to include a File number, file name date. Pricing is per field. \$0.30

Packing of Cartons (Includes Inventory form preparation for cartons/files)

Hourly rate (per person) During Business Hours \$40.00

Hourly rate (per person) After Business Hours \$75.00

Storage Access Charges

Retrievals and refiles of entire carton per storage unit \$2.00

Retrievals and refiles of files from carton \$2.50

Retrievals for file but not found at Cintas Document Management \$2.50

Interfiles (new file placed within an existing carton) \$2.50

Emergency rush retrieval for carton \$4.00

Emergency rush retrieval for file \$5.00

DEPOSITOR SIGNATURE	DATE	CINTAS SIGNATURE	DATE
			7/7/2011



Hard Copy Storage Rates

Schedule "A" to Service Order and Storage Agreement for:

The Village of Hampshire

Transportation – Pick-up or Delivery

Routine Deliveries (8am –5pm Monday – Friday)

Next Day (Up to 10 cartons/file(s))	37.50
Same Day (Up to 10 cartons/file(s))	67.50
Each additional carton/file	1.25
Additional Pick-up/Delivery (more than one stop)	7.50

Emergency Stat (Rush delivery within 3 hours, other than regular delivery)

During Business Hours	\$150.00
During Business Hours (After 1 carton/file(s))	\$2.50
After Business Hours / Weekend / Holiday	\$250.00
After Business Hours (After 1 carton/file(s))	\$2.50

Scan on Demand/Electronic Delivery

Electronic Delivery Price to be determined

Scanning standard 8.5x11 or 11x14

\$.10/image

Scanning large format drawings Sizes C-E

\$1.50/drawing

Cartons (Purchase)

Standard Letter/Legal cartons (1.20 cu. ft. - 10 1/2" h x 13" w x 16" l)	\$2.25
Letter Banker cartons (2.00 cu. ft. - 10" h x 12" w x 24" l)	\$4.50
Legal Banker cartons (2.50 cu. ft. - 10" h x 15" w x 24" l)	\$6.00
Other sizes (Quotation available upon request)	

Hourly Rates for Special Projects

Labor, per man hour	\$40.00
After Business Hours, per man hour	\$75.00
Research/Clerical	\$40.00

Termination and Destruction Charges

Preparation and documentation for Certificate of Destruction or Permanent Removal of storage unit,

per carton, plus standard rate of retrieval

\$1.500

Destruction charges (shredding) per lb.

\$0.100

Minimum Charges

Minimum monthly storage charge:

\$75.00

DEPOSITOR SIGNATURE	DATE	CINTAS SIGNATURE	DATE
			7/7/2011



Hard Copy Storage Estimated Monthly Cost
Schedule "A" to Service Order and Storage Agreement for:

Village of Hampshire

Cintas Document Management Service Definitions and Fee Schedules

Initial Conversion

The initial conversion includes receiving new cartons, data entry of the carton descriptions, and shelving the cartons. The pricing for this initial service is listed below : (A next day pickup / delivery fee will apply for transportation)

Per Carton Initial Conversion Charge= \$1.00 / Carton

Approximately 450 cartons @ \$1.00 /Carton
ESTIMATED TOTAL INITIAL CONVERSION = \$450.00

Monthly Storage

Carton Type	# of Cartons	Rate	Total
Cubic Foot	300	\$0.200	\$60.00
Check Box	-	\$0.200	\$0.00
Standard Letter Box	-	\$0.240	\$0.00
Letter Bankers Box	150	\$0.400	\$60.00
Legal Bankers Box	-	\$0.500	\$0.00
Transfile Drawer Box	-	\$0.600	\$0.00

TOTAL ESTIMATED MONTHLY STORAGE COST: \$120.00

DEPOSITOR SIGNATURE	DATE	CINTAS SIGNATURE	DATE
			7/7/2011



July 7, 2011

George E. Burst
The Village of Hampshire
234 So. State Street
Hampshire IL 60140

On behalf of all of the Partners at Cintas Document Management, we would like to thank you for the opportunity to offer an excellent solution for your records and information management needs at The Village of Hampshire. We are providing a quality service to a large number of clients in this area and welcome the opportunity to become the major service supplier for the records and information management of The Village of Hampshire.

Our philosophy at Cintas Document Management is simple: Provide an exceptional level of service to our customers with one hundred percent accuracy every time and do so at a competitive price.

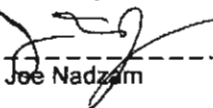
We have developed a company-oriented team of talented individuals to enhance our rapidly growing business. Each one of us plays an important role in the success of the operation. We have all been trained not only in our area of expertise, but also in other areas of the company to have a well-rounded knowledge of the entire operation.

If you have any questions regarding the following information, please contact us. We would like to have the opportunity to go over details and answer any questions you may have. We look forward to proceeding with your evaluation process and hope we can conclude with a mutually beneficial long-term business relationship. We would also like to invite you to our facility to meet our staff, view our tracking systems, and see a state-of-the-art records/media management company in operation. Whenever the time arises, we are prepared to meet your wishes.

Thank you from all the Partners at Cintas Document Management!

As the representative for Cintas Document Management...

Sincerely,



Joe Nadzam

VILLAGE OF HAMPSHIRE

Accounts Payable

March 1, 2012

The President and Board of Trustees of the Village of Hampshire
Recommends the following Warrant in the amount of

Total: \$ 90,638.27

To be paid by the Village Treasurer on or before
March 7, 2012

Village President: _____

Attest: _____

Village Clerk: _____

Date: _____

DATE: 02/29/2012
TIME: 16:15:14
ID: AP430000.WOW

VILLAGE OF HAMPSHIRE
OPEN INVOICES REPORT

BATCH # 022912

VENDOR #	INVOICE #	INVOICE STATUS	ACCOUNT NUMBER	INV. DATE	P.O.#	BATCH	DUE DATE PROJECT	INVOICE AMT/ ITEM AMT
-----	-----	-----	-----	-----	-----	-----	-----	-----
GEOBRU	GEORGE BRUST FEB 2012	AB		02/29/2012		022912	03/01/2012	25.30
	01 46 MILES TO METRO WEST/GIS		01-001-002-4290		TRAVEL EXPENSE			25.30
	02 GENEVA IL		** COMMENT **					
							VENDOR TOTAL:	25.30
						TOTAL --- ALL INVOICES:		25.30

DATE: 02/27/12
TIME: 16:34:16
ID: AP441000.WOW

VILLAGE OF HAMPSHIRE
DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 02/27/2012

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

ALYC	ALYSOK CHEMICAL CORP						
355	02/27/12	01	INV#355	31-001-003-4680		02/27/12	9,905.66
				OPERATING SUPPLIES			
						INVOICE TOTAL:	9,905.66
						VENDOR TOTAL:	9,905.66
AMABAN	AMALGAMATED BANK OF CHICAGO						
FEB 2012	02/27/12	01	INTEREST	55-001-006-4440		02/27/12	3,112.50
				FISCAL AGENT FEES			
						INVOICE TOTAL:	3,112.50
						VENDOR TOTAL:	3,112.50
B&KPO	B & K POWER EQUIPMENT						
1262	02/27/12	01	TICKET#1262	01-003-002-4120		02/27/12	90.62
				MAINTENANCE - EQUIP.			
						INVOICE TOTAL:	90.62
1263	02/27/12	01	TICKET#1263	01-003-002-4120		02/27/12	49.00
				MAINTENANCE - EQUIP.			
						INVOICE TOTAL:	49.00
1264	02/27/12	01	TICKET#1264	01-003-002-4120		02/27/12	78.61
				MAINTENANCE - EQUIP.			
						INVOICE TOTAL:	78.61
						VENDOR TOTAL:	218.23
BONN	BONNELL INDUSTRIES, INC.						
0139544-IN	02/27/12	01	INV#0139544-IN	01-003-003-4670		02/27/12	50.00
				MAINTENANCE SUPPLIES			
						INVOICE TOTAL:	50.00
						VENDOR TOTAL:	50.00
BRHE	BRENT HERMANN						

INVOICES DUE ON/BEFORE 02/27/2012

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

CDSL P	CDS LEASING A PROGRAM OF DE						
12678325	02/27/12	01	ACCT#204238	01-002-002-4280		02/27/12	387.62
				RENTALS			
						INVOICE TOTAL:	387.62
						VENDOR TOTAL:	387.62
CHINTR	CHICAGO INTERNATIONAL TRUCK						
11018080	02/27/12	01	INV#11018080	01-003-003-4670		02/27/12	2,735.00
				MAINTENANCE SUPPLIES			
						INVOICE TOTAL:	2,735.00
						VENDOR TOTAL:	2,735.00
COED	COMMONWEALTH EDISON						
MARCH 2012	02/27/12	01	ACCT#1939142034	31-001-002-4260		02/27/12	309.71
				UTILITIES			
		02	ACCT#0710116073	31-001-002-4260			81.78
				UTILITIES			
		03	ACCT#7101073024	31-001-002-4260			501.41
				UTILITIES			
		04	ACCT#0729114032	30-001-002-4260			78.88
				UTILITIES			
		05	ACCT#0723109135	30-001-002-4260			271.75
				UTILITIES			
		06	ACCT#2289551008	30-001-002-4260			107.44
				UTILITIES			
		07	ACCT#9705026025	30-001-002-4260			787.51
				UTILITIES			
		08	ACCT#4997016005	30-001-002-4260			253.93
				UTILITIES			
		09	ACCT#6987002019	30-001-002-4260			283.29
				UTILITIES			
		10	ACCT#2676085011	30-001-002-4260			3,301.20
				UTILITIES			

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VILLAGE OF HAMPSHIRE
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 02/27/2012

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

COED	COMMONWEALTH EDISON						
MARCH 2012	02/27/12	11	ACCT#2323117051	30-001-002-4260		02/27/12	111.22
			UTILITIES				
		12	ACCT#0258144168	30-001-002-4260			407.54
			UTILITIES				
		13	ACCT#0495111058	30-001-002-4260			128.83
			UTILITIES				
		14	ACCT#2539042023	01-003-002-4260			9.28
			STREET LIGHTING				
		15	ACCT#2244132001	01-003-002-4260			1,653.86
			STREET LIGHTING				
		16	ACCT#0657057031	01-003-002-4260			177.26
			STREET LIGHTING				
		17	ACCT#1632121022	01-003-002-4260			1,115.01
			STREET LIGHTING				
		18	ACCT#1329062027	01-003-002-4260			11.45
			STREET LIGHTING				
		19	ACCT#0524674020	01-003-002-4260			16.06
			STREET LIGHTING				
		20	ACCT#2875168033	01-003-002-4260			152.37
			STREET LIGHTING				
		21	ACCT#4623084055	01-003-002-4260			3.99
			STREET LIGHTING				
						INVOICE TOTAL:	9,763.77
						VENDOR TOTAL:	9,763.77
CONEEN	CONSTELLATION NEW ENERGY						
0005292873	02/27/12	01	ACCT#1-EI-2497	31-001-002-4260		02/27/12	440.56
			UTILITIES				
						INVOICE TOTAL:	440.56
0005293164	02/27/12	01	ACCT#1-EL-1962	31-001-002-4260		02/27/12	8,198.16
			UTILITIES				
						INVOICE TOTAL:	8,198.16

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VILLAGE OF HAMPSHIRE
DETAIL BOARD REPORT

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INVOICES DUE ON/BEFORE 02/27/2012

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

CONEEN CONSTELLATION NEW ENERGY							
0005293267	02/27/12	01	ACCT#1-EI-2889	30-001-002-4260 UTILITIES		02/27/12	2,118.38
						INVOICE TOTAL:	2,118.38
0005297511	02/27/12	01	ACCT#1-EI-1963	30-001-002-4260 UTILITIES		02/27/12	1,540.63
						INVOICE TOTAL:	1,540.63
						VENDOR TOTAL:	12,297.73
GRAI GRAINGER							
9755956969	02/27/12	01	ACCT#813439940	01-003-003-4670 MAINTENANCE SUPPLIES		02/27/12	35.78
						INVOICE TOTAL:	35.78
						VENDOR TOTAL:	35.78
HDSUWA HD SUPPLY WATERWORKS LTD							
4429697	02/27/12	01	INV\$4429697	30-001-005-4960 METERS/EQUIPMENTS		02/27/12	145.85
						INVOICE TOTAL:	145.85
						VENDOR TOTAL:	145.85
ILEASCON ILEAS							
022712	02/27/12	01	BRYAN FERGUSON	01-002-002-4310 TRAINING		02/27/12	175.00
						INVOICE TOTAL:	175.00
						VENDOR TOTAL:	175.00
ILPRSE ILLINOIS PROSECUTOR SERVICE,							
992	02/27/12	01	INV#992	01-002-005-4906 EQUIPMENT		02/27/12	370.00
						INVOICE TOTAL:	370.00
						VENDOR TOTAL:	370.00

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VILLAGE OF HAMPSHIRE
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 02/27/2012

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

KONMIN	KONICA MINOLTA BUSINESS SOLUTI						
220300552	02/27/12	01	INV#220300552	01-002-002-4120		02/27/12	60.83
				MAINTENANCE - EQUIP.			
						INVOICE TOTAL:	60.83
						VENDOR TOTAL:	60.83
KOMI	KONICA MINOLTA PREMIER FINANCE						
197860976	02/27/12	01	ACCT#500-0287931-000	01-002-002-4280		02/27/12	178.33
				RENTALS			
						INVOICE TOTAL:	178.33
						VENDOR TOTAL:	178.33
LAAM	LAUTERBACH & AMEN, LLP						
25539	02/27/12	01	INV#25539	01-001-002-4375		02/27/12	15,000.00
				AUDIT			
						INVOICE TOTAL:	15,000.00
						VENDOR TOTAL:	15,000.00
MAKR	MARC KRESMERY						
04007	02/27/12	01	INV#04007	31-001-002-4160		02/27/12	7,076.09
				MAINT. UTILITY SYSTEM			
						INVOICE TOTAL:	7,076.09
						VENDOR TOTAL:	7,076.09
NIGAS	NICOR GAS						
01/12/12 -02/13/12	02/27/12	01	ACCT#27-56-68-1000 5	31-001-002-4260		02/27/12	1,448.40
				UTILITIES			
		02	ACCT#19-61-05-1000 0	31-001-002-4260			6.26
				UTILITIES			
						INVOICE TOTAL:	1,454.66
						VENDOR TOTAL:	1,454.66

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VILLAGE OF HAMPSHIRE
DETAIL BOARD REPORT

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INVOICES DUE ON/BEFORE 02/27/2012

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
NOTILU NORTHWESTERN TIRE & LUBE							
21173	02/27/12	01	INV#21173	01-003-002-4110		02/27/12	575.08
				MAINTENANCE - VEHICLES			
						INVOICE TOTAL:	575.08
						VENDOR TOTAL:	575.08
OFDE OFFICE DEPOT							
596782593001	02/27/12	01	INV#596782593001	01-002-003-4680		02/27/12	41.47
				OPERATING SUPPLIES			
						INVOICE TOTAL:	41.47
596981752001	02/27/12	01	INV#596981752001	01-002-003-4650		02/27/12	33.30
				OFFICE SUPPLIES			
						INVOICE TOTAL:	33.30
597551668001	02/27/12	01	INV#597551668001	01-002-003-4650		02/27/12	247.49
				OFFICE SUPPLIES			
						INVOICE TOTAL:	247.49
598419104001	02/27/12	01	INV#598419104001	01-002-003-4650		02/27/12	51.50
				OFFICE SUPPLIES			
						INVOICE TOTAL:	51.50
						VENDOR TOTAL:	373.76
OFMA OFFICEMAX INCORPORATED							
080785	02/27/12	01	INV#080785	01-001-003-4650		02/27/12	39.13
				OFFICE SUPPLIES			
						INVOICE TOTAL:	39.13
730085	02/27/12	01	INV#730085	01-001-003-4650		02/27/12	-199.65
				OFFICE SUPPLIES			
						INVOICE TOTAL:	-199.65
						VENDOR TOTAL:	-160.52

INVOICES DUE ON/BEFORE 02/27/2012

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

ONST	ONESTOP WIRELESS						
344	02/27/12	01	INV#344	01-003-003-4680 OPERATING SUPPLIES		02/27/12	146.34
						INVOICE TOTAL:	146.34
						VENDOR TOTAL:	146.34
PITB	PITNEY BOWES						
6841068-FE12	02/27/12	01	ACCT#6841068	01-002-002-4280 RENTALS		02/27/12	67.00
						INVOICE TOTAL:	67.00
						VENDOR TOTAL:	67.00
PLRE	PLANNING RESOURCES INC.						
10279	02/27/12	01	INV#10279	01-000-000-2157 SECURITY DEP-CRN PRAIRIE -		02/27/12	294.20
						INVOICE TOTAL:	294.20
						VENDOR TOTAL:	294.20
RKQUSE	R.K. QUALITY SERVICES						
8573	02/27/12	01	INV#8573	01-002-002-4110 MAINTENANCE - VEHL.		02/27/12	144.50
						INVOICE TOTAL:	144.50
8579	02/27/12	01	INV#8579	01-002-002-4110 MAINTENANCE - VEHL.		02/27/12	37.75
						INVOICE TOTAL:	37.75
						VENDOR TOTAL:	182.25
SIARA	SIGN A RAMA						
5320	02/27/12	01	INV#5320	01-005-002-4380 OTHER - ZONING SIGNAGE		02/27/12	50.00
						INVOICE TOTAL:	50.00
						VENDOR TOTAL:	50.00

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VILLAGE OF HAMPSHIRE
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 02/27/2012

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

SIGA	SIKICH , LLP						
136823	02/27/12	01	INV#136823	01-001-002-4380 OTHER PROF.SERVICES-VILLAG		02/27/12	21,260.50
						INVOICE TOTAL:	21,260.50
						VENDOR TOTAL:	21,260.50
SUBLAB	SUBURBAN LABORATORIES, INC						
16103	02/27/12	01	INV#16103	31-001-002-4380 OTHR PROF. SERVICES		02/27/12	225.00
						INVOICE TOTAL:	225.00
16171	02/27/12	01	INV#16171	31-001-002-4380 OTHR PROF. SERVICES		02/27/12	400.00
						INVOICE TOTAL:	400.00
						VENDOR TOTAL:	625.00
TRCOPR	TRAFFIC CONTROL & PROTECTION						
71970	02/27/12	01	INV#71970	01-003-002-4130 MAINTENANCE - STREETS		02/27/12	50.50
						INVOICE TOTAL:	50.50
						VENDOR TOTAL:	50.50
USC	U.S. CAVALRY						
1787826	02/27/12	01	INV#1787826	01-002-003-4690 UNIFORMS		02/27/12	100.72
						INVOICE TOTAL:	100.72
						VENDOR TOTAL:	100.72
VEWI	VERIZON WIRELESS						
2701335879	02/27/12	01	INV#2701335879	01-002-002-4230 COMMUNICATION SERVICES		02/27/12	342.25
						INVOICE TOTAL:	342.25

INVOICES DUE ON/BEFORE 02/27/2012

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

VEWI	VERIZON WIRELESS						
2701335880	02/27/12	01	ADM	01-001-002-4230		02/27/12	178.91
				COMMUNICATION SERVICES			
		02	PD	01-002-002-4230			395.33
				COMMUNICATION SERVICES			
		03	STR	01-003-002-4230			184.59
				COMMUNICATION SERVICES			
		04	WTR	30-001-002-4230			4.22
				COMMUNICATION SERVICES			
		05	SWR	31-001-002-4230			4.22
				COMMUNICATIONS SERVICES			
						INVOICE TOTAL:	767.27
						VENDOR TOTAL:	1,109.52
VICH	VIKING CHEMICAL COMPANY						
226375	02/27/12	01	INV#226375	30-001-003-4680		02/27/12	1,138.12
				OPERATING SUPPLIES			
						INVOICE TOTAL:	1,138.12
						VENDOR TOTAL:	1,138.12
WADI	WAREHOUSE DIRECT OFFICE						
1454106-0	02/27/12	01	INV#1454106-0	01-003-003-4650		02/27/12	150.00
				OFFICE SUPPLIES			
		02	INV#1454106-0	30-001-003-4650			299.06
				OFFICE SUPPLIES			
		03	INV#1454106-0	31-001-003-4650			195.28
				OFFICE SUPPLIES			
						INVOICE TOTAL:	644.34
1463539-0	02/27/12	01	INV#1463539-0	01-001-003-4650		02/27/12	88.08
				OFFICE SUPPLIES			
						INVOICE TOTAL:	88.08
1463546-0	02/27/12	01	INV#1463546-0	01-001-003-4650		02/27/12	302.99
				OFFICE SUPPLIES			
						INVOICE TOTAL:	302.99
						VENDOR TOTAL:	1,035.41

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VILLAGE OF HAMPSHIRE
DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 02/27/2012

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
WATR	WASCO TRUCK REPAIR CO.						
119586	02/27/12	01	TICKET#119586	01-003-002-4110		02/27/12	21.50
				MAINTENANCE - VEHICLES			
						INVOICE TOTAL:	21.50
						VENDOR TOTAL:	21.50
						TOTAL ALL INVOICES:	90,612.67