

**MEETING OF THE BOARD OF TRUSTEES  
MINUTES  
April 7, 2022**

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

Roll Call by Deputy Village Clerk Josh Wray:

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

Absent: none

A quorum was established.

In addition, present in-person were Village Manager Jay Hedges, Finance Director Lori Lyons, Police Chief Brian Thompson, and Village Attorney Mark Schuster. Also, present electronically: Village Engineer Tim Paulsen.

President Reid led the Pledge of Allegiance.

**PUBLIC COMMENTNS**

Bart Buzzek lives on Primrose Lake in unincorporated Hampshire. He asked if the Village would consider installing a wall barrier between his subdivision and I-90 instead of trees. President Reid explained that the subdivision is outside of Village limits, so the Village can facilitate contact with the appropriate people, but it would not be a part of funding a wall.

**MINUTES**

Trustee Pollastrini noted the word "moved" needed to be added to her motion for the water system connection on page 4.

Trustee Fodor noted that Mr. Penkaty's name is misspelled on page 3.

Trustee Robinson moved to approve the minutes of March 17, 2022.

Seconded by Trustee Mott

Motion carried by roll call vote.

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

Nays: None

Absent: None

**VILLAGE MANAGER'S REPORT**

A Motion to Approve a Community Investment and Settlement Agreement with Canada Pacific Railway Company

Mr. Hedges first noted that the agenda should read the approval of a Resolution that would give him the authority to finalize negotiations on the agreement with Canada Pacific Railway (CP).

Mr. Hedges explained that President Reid, Trustee Pollastrini, and he have met multiple times with the representatives of CP to negotiate the agreement before the Board tonight. It lays out three components: (1) CP will fund and construct a quiet zone at approximately \$625,000, (2) the Village will close the East St. crossing to make the area a quiet zone, and (3) CP will lease to the Village the space along Rinn Ave. adjacent to the tracks for municipal parking for \$1 per year. The Village then will not object to the railroad merger.

Trustee Pollastrini thanked CP for their accommodations of time while the Village met with them and asked questions. She expressed several concerns the day before that CP took the time to address. Mr. Hedges added an answer to one last outstanding question, which is that the Village will not have to tear out the municipal parking at the end of the lease if it ever ends.

Mr. Hedges noted that the agreement for the quiet zone does not go into effect until the Surface Transportation Board approves the merger. However, the lease for the parking area is a separate agreement, so the Village will be able to move forward with that soon. The parking will include 20 extra-deep spaces that can accommodate large pickup trucks and SUVs. President Reid noted that this will help alleviate the concern about losing 5 parking spaces from the Streetscape redesign as well as the concern about long vehicle parking on State Street when there is not enough depth for large vehicles in the angle spots.

President Reid described the new crossing after the quiet zone improvements. There will be two arms on each side of the tracks to keep people from going around one arm. Trustee Robinson asked for clarification of the abandonment of the East St. crossing. Mr. Hedges responded that CP would block the street with barriers, and the Village will determine what to do at that point. Trustee Fodor asked what the pedestrian crossing will look like. The CP representative described that the walkway will be protected by the crossing arms. President Reid added that the regular lights and bell warning will still be present. Trustee Pollastrini asked for clarification when the East St. crossing will be closed. The CP representative responded that it would commence upon approval from the Surface Transportation Board along with the start of the quiet zone construction.

President Reid noted that people are saying many communities, especially smaller ones, should stand up and fight this merger, but he reminded everyone that this is a multi-national deal, and Hampshire is a small piece that is being impacted, so he believes this agreement is a good solution. Trustee Pollastrini agreed with President Reid. She also added that CP has been excellent to work with. They have been very responsive to meetings, emails, and phone calls. President Reid also noted that staff investigated what it might take for the Village to construct its own quiet zone, and it was extremely costly and would require a federal approval.

Trustee Kelly asked if there were any details on how fast the new train traffic might grow. The CP representative said train traffic would increase progressively over three years after the merger is approved.

Trustee Kelly asked where the downtown snow pile would be located since the current spot would now be a new parking lot. Mr. Hedges responded that he has not discussed that specific issue with the Streets Department, but he has kept Streets Supervisor Dave Starrett informed of this project, so he is sure Mr. Starrett will have a plan.

Trustee Kelly asked if the lease agreement has been changed since the packet was put together. Mr. Hedges responded yes, but the Village Board is only being asked to vote on the resolution to authorize him to negotiate the final terms of the agreement. The Village Board would not vote to approve the final agreement unless they decided tonight that they would like to do so.

Trustee Kelly asked why the lease is only for five years. Mr. Hedges responded that the lease automatically renews unless there is mutual consent to discontinue.

President Reid recognized Fire District Chief Hermann who asked if there has been an issue with the current gates being stuck because the four gates will completely block emergency response if they are stuck. The CP representative responded that the quiet zone would include all new mechanical and electrical components for the four new gates, and there will be a 24-hour number to call the CP police who can respond to the problem immediately. Mr. Hedges said he would put Chief Hermann in touch with the appropriate people from CP to answer his questions.

President Reid recognized Mr. Berglund who asked if there will be a slow-down requirement through town. President Reid noted there will not be a special requirement with the quiet zone, but there is already a speed limit through town due to the curvature of the tracks.

Trustee Kelly asked if there is a specific reason why the Board needs to vote tonight due to timing restrictions. Trustee Pollastrini responded that CP would like their responses from municipalities by the end of April. Mr. Hedges also noted that the Village would like to move forward with paving the parking spots before the Streetscape construction.

Trustee Pollastrini asked if the VB could get a redlined copy of the changes that have been made upon final license agreement so the Board could send any final comments, to which Mr. Hedges responded yes.

Trustee Robinson asked if the paving project is in the budget for tonight, to which Mr. Hedges responded yes.

Trustee Kelly asked both Fire Chief Hermann and Police Chief Thompson if they had any concerns about this moving forward tonight given that Mr. Hedges will be able to connect them with CP for questions. They both said no.

Trustee Pollastrini moved to approve Resolution 22-02: A Resolution Approving a Community Investment and Settlement Agreement with Dakota, Minnesota, & Eastern Railroad, A

Subsidiary of Canada Pacific Railway Company.

Seconded by Trustee Robinson

Motion carried by roll call vote.

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

Nays: None

Absent: None

### A Public Hearing for the Fiscal Year 2023 Annual Budget

President Reid opened the public hearing at 7:34.

Finance Director Lyons presented the proposed Fiscal Year 2022-2023 Budget. She started by noting the goal of the annual budget to deliver the essential Village services, including police protection, street maintenance, a clean and abundant water supply, treatment of wastewater, and collection of trash and recycling. She noted that there have been some adjustments to the budget since the last Budget Committee meeting and explained those changes. She also explained that she attended a seminar regarding the ARPA Funds the Village is to receive, and the overwhelming recommendation is to record all the grant funds in the General Fund to cover lost revenue. While the Village did not experience much lost revenue during COVID, the rules allow for an automatic approval if the receipts are less than \$10 million, so that is the plan for bringing in the ARPA funds. Ms. Lyons then specifically discussed the General Fund. She made special note that the General Fund had a balance of just over \$60,000, or only 2% of the budget, in 2014 after the Great Recession, and the balance now is at \$1.87 million, or 33% of the budget, so there has been extreme improvement. Ms. Lyons highlighted revenue changes and department-level spending. Ms. Lyons then moved to the Utilities funds. She explained that the water and sewer rate increases will affect a 3-person home by increasing the water bill by approximately \$3 per month with average water use.

Trustee Koth asked how staff was able to include the \$25,000 expense for the new parking along Rinn Ave. Ms. Lyons said that additional funds were transferred to the General Fund from the Transportation Fund, a capital fund that brings in revenue from impact fees on new development to be used for road-related projects.

Trustee Robinson asked how many fire hydrants we have since we budget to replace 6 per year. Fire Chief Hermann said there are about 800. Trustee Robinson asked if 6 replacements per year is enough, and staff responded yes.

There were no comments from the public.

Trustee Robinson moved to adjourn the public hearing at 7:51 pm.

Seconded by Trustee Kelly

Motion carried by roll call vote.

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

Nays: None

Absent: None

## An Ordinance to Approve the Fiscal Year 2023 Annual Budget

Trustee Pollastrini moved to approve Ordinance 22-05: An Ordinance adopting the budget of the Village of Hampshire for the fiscal year beginning May 1, 2022 and ending April 30, 2023.

Seconded by Trustee Robinson

Trustee Kelly thanked the Budget Committee and staff for all their hard work on this. He asked the Village Board to consider removing the increase in the water rates for this year because (1) we are at record inflation rates for household goods that everyone pays, and he does not want to add yet another thing that people have to pay for, and (2) he would like to see a better plan for addressing the capital expenses that we know we need but do not yet have a real understanding of how we will address the lack of funding long-term.

President Reid asked what the process would be to pass the budget without the automatic increase in water and sewer rates when the increase is to happen by ordinance. Attorney Schuster said the Village Board could pass the budget without the increase tonight and then amend the ordinance related to the automatic increase at the next meeting. Trustee Koth said he will go along with the increases because the costs for chemical treatment and other operations are also increasing, and the department needs some flexibility in case operating needs to rise sharply. Trustee Robinson said he would like to help alleviate the burden on residents, but he also agrees with Trustee Koth's point about operational costs. He also pointed out that the Village saved a lot of money on the garbage fees in the new contract with Flood Brothers. Trustee Mott suggested a lesser percentage in rates as a compromise. President Reid reminded everyone that the current rates and fees are not sufficient to pay for the \$15 million of capital expenses. Trustee Kelly agreed with Trustee Robinson's and Trustee Koth's points about garbage fees and operational costs in the water department. Mr. Hedges commented that staff has created a Capital Improvement Plan, and the Utilities Master Plan that will be finished a year from now will have a very detailed and comprehensive plan for projects specifically for water and sewer.

Motion carried by roll call vote.

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

Nays: None

Absent: None

President Reid thanked everyone for their work on this.

## A Motion to Approve an Engagement with Lauterbach & Amen, LLP for Fiscal Year 2022 Audit Services and TIF Compliance

Ms. Lyons explained that L&A has been an excellent partner with the Village during the last several years of their audit services, and she feels that FY23 will not be the best year to make a change in firms since the Village will be going through a major change in transitioning the financial software. President Reid agreed with her point about the transition.

Trustee Pollastrini asked if prior agreements have been multiterm or single-year. Ms. Lyons said there have been both.

Trustee Koth asked if the Village has done an RFP. Ms. Lyons responded that there has not been a full RFP in her tenure with the Village. L&A has provided the audit services to the Village since 2010.

Trustee Pollastrini asked if the amount listed in the table or in the last paragraph is correct. Ms. Lyons said the last paragraph has a typo; the correct amount is \$28,200.

Trustee Koth moved to approve an engagement with Lauterbach & Amen, LLP for FY22 audit services and TIF compliance for \$28,200.

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

An Ordinance Waiving Section 903.2 of the 2006 International Building Code to Allow for Construction and Use of a Building without an Operational Automatic Fire Suppression System for Two Years at the Midwest Companies Site

Mr. Hedges introduce Mr. Berglund, and he commented that this request is due to the fact that there will not be water or sewer to the site for 2 years. Providing an independent water system will not be cost-effective and will be obsolete once they extend public water to the site. Mr. Hedges added that the system will be installed but not activated, and a 24-hour alarm will also be installed per the building code.

Mr. Berglund also added that they did receive their EPA permit.

Trustee Pollastrini asked Fire Chief Hermann if he is still in approval, to which he responded yes.

Trustee Koth moved to approve Ordinance 20-06: An Ordinance waiving the requirement for an operational automatic fire sprinkler system at the Midwest Companies development.

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

A Resolution for Improvement under the Illinois Highway Code (Rt. 72 & State St. Project)

Mr. Wray and Mr. Paulsen explained that this action is just a formality; the Village is requesting grant reimbursement for eligible expenditures from the Rt. 72 and State Street Intersection Project in the amount of \$212,405.

Trustee Koth asked if power for the Village sign at Henpeck Park will be run during the project. Mr. Hedges said ComEd advised that power is accessible now, and there will be no advantage to extending it during the larger project compared to after the project. President Reid added that Sen. Syverson and Rep. Keicher have committed to seeking a state member initiative grant to fund the sign, so we should move forward with ensuring there will be power available if the money becomes available. Mr. Hedges will ask ComEd what the cost will be to run power in the future.

Trustee Pollastrini asked why we are adding another sign at this location. Trustee Kelly responded that this is a digital messaging sign rather than a Village identification sign.

Trustee Mott moved to approve Resolution 22-03: A Resolution for improvement under the Illinois Highway Code.

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

A Motion to Authorize the Purchase of a 2024 International Snowplow/Dumptruck from Rush Truck Center and Upfit Equipment from Henderson Products for a Total of \$194,790

Ms. Lyons explained that this order would normally take 16 weeks of lead time, but it will take 16 months of lead time at this point. Therefore, staff is asking for authorization to order a 2024 snowplow now.

Pres. Reid asked if this will replace the oldest plow or if it will be an addition.

Trustee Kelly asked which fiscal year this purchase will be recorded in. Ms. Lyons expects the transaction in the fiscal year 2024 budget.

Trustee Pollastrini asked if there is a deposit required and if this will require financing. Ms. Lyons said there is no deposit required, and staff plans to address the financing strategy during the budget.

Trustee Robinson moved to authorize the purchase of a 2024 International snowplow/dumptruck from Rush Truck Center and upfit equipment from Henderson Products for a total of \$194,790.

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

Discussion of Prohibiting Dry Cutting as an Allowable Method for Cutting Concrete

Trustee Koth said water-cutting has become standard in the construction industry, but it is not required in the Village, so some contractors will do dry-cutting, which causes significant concrete dust to move in the air making its way to people's homes and causing many issues related to ventilation and breathing. He would like the Village Code to include a provision prohibiting dry-cutting.

Pres. Reid asked Mr. Hedges if staff will please create an ordinance for the Village Board. Attorney Schuster has done some research on this already and will draft an ordinance that will completely prohibit dry-cutting of concrete, brick, pavement, etc.

Trustee Kelly recommended that new ordinances like this be included in public postings, especially in the newsletter.

## **MONTHLY REPORTS**

### Building Report

No comments.

### Water Loss Report

No comments.

### Streets Report

Trustee Koth reminded everyone that one of the salt domes collapsed, which will cost about \$7,500 to replace.

## **ACCOUNTS PAYABLE**

### A Motion to Approve the April 7, 2022 Accounts Payable to Personnel

Trustee Robinson moved to approve the April 7, 2022 accounts payable to personnel in the amount of \$1,534.71.

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

### A Motion to Approve the April 7, 2022 Regular Accounts Payable

Trustee Pollastrini asked what the new pump expenses was for on page 4. President Reid responded that it is for the lift station near MacDonald's.

Trustee Fodor asked what the Mid-American expense was for. Ms. Lyons responded that it is an electric bill for water and sewer facilities.



Trustee Robinson asked what the parking ticket expense was for. Chief Thompson said it was to reorder ticket books.

Trustee Pollastrini asked what the 50% down payment for the appraisal is for. Ms. Lyons said the Village is going to appraise the Village-owned property at 981 S. State Street. President Reid explained there is a business owner in town that is looking at the property for a new location. He further explained that the Village acquired this property years ago to make sure it would become a business use. It will still have to be rezoned.

Trustee Koth moved to approve the April 7, 2022 regular accounts payable in the amount of \$150,182.15.

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

## **COMMITTEE REPORTS**

### Business Development Commission

Trustee Kelly announced a BDC meeting on April 13 at 6:30pm at Village Hall.

### Public Relations

Trustee Fodor announced a PR Committee meeting on April 28 at 6:30pm at Village Hall.

President Reid announced that Clerk Vasquez is holding another jar competition for Easter, and the prize is lunch with him, which could be a prize or a punishment depending on how you look at it.

### Public Works

Trustee Koth again mentioned that the salt dome collapsed. He also asked when we can get the new wheel loader in the FY23 budget. Ms. Lyons said we can write the check after May 1.

### Budget

Trustee Pollastrini gave special thanks to staff for putting the budget together. She said everything went very smoothly, and staff was very responsive to questions. She also thanked the Budget Committee for giving their time to the process.

## **NEW BUSINESS**

Trustee Fodor asked Chief Thompson to walk the Village Board through how the FBI interacts with the Village when they are involved. Chief Thompson responded that they do notify the Village that they are dealing with something, but they mostly just ask for information from the

Village PD as needed, and they give the Village information that is necessary for public safety. Trustee Pollastrini noted that ongoing investigations are not public information, so information is only given out as need-to-know.

President Reid said that he and Mr. Hedges went to Springfield during the IML day. They met with several state elected officials including party leadership and Gov. Pritzker. He was one of eight mayors that attended, so he got plenty of face time. He made the state officials aware of how the many state-level initiatives and decisions that are affecting the Village and expressed concerns with certain mandates and funding availability for both capital projects and operational requirements, such as body cameras. Mr. Hedges added that President Reid did very well during the event in representing both the Village and Metro West.

### **ANNOUNCEMENTS**

Trustee Robinson reminded everyone that the winter parking ban is over.

Trustee Kelly reminded everyone that yard waste pick-up has resumed.

Trustee Fodor announced that Mr. Penkaty did receive his Eagle Scout award. Congratulations!

Trustee Robinson wished everyone a happy Easter holiday.

President Reid announced that he will not attend next meeting, so a temporary presiding officer will need to be selected. Unless the Board objects, he would like Trustee Koth to chair the meeting as the longest-serving trustee and would like him to be included in the meeting preparation with staff.

President Reid announced an event this weekend at Seyller Park from 10am - 12pm.

Trustee Fodor wished everyone a blessed Ramadan.

Trustee Pollastrini announced a Hampshire Historical Society meeting on April 28.

### **ADJOURNMENT**

Trustee Kelly moved to adjourn the Village Board meeting at 9:00pm.

Seconded by Trustee Robinson

Motion carried by roll call vote.

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

Nays: None

Absent: None

  
\_\_\_\_\_  
Josh Wray, Deputy Village Clerk