

**REGULAR MEETING OF THE BOARD OF TRUSTEES  
MINUTES  
February 16, 2023**

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, February 16, 2023.

Roll call by Village Clerk Vasquez:

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

Absent: Toby Koth

A quorum was established.

In addition, present in-person were Village Manager Jay Hedges, and Assistant to the Village Manager Josh Wray, Village Attorney Mark Schuster, Finance Director Lori Lyons, and Police Chief Doug Pann. Also, present electronically: Tim Paulson from EEI.

President Reid led the Pledge of Allegiance.

**MINUTES**

Trustee Mott moved to approve the minutes of February 2, 2023.

Seconded by Trustee Fodor

Motion carried by roll call vote.

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

Nays: None

Absent: Koth

**VILLAGE MANAGER'S REPORT**

**A Product Update Presentation from Lennar Homes**

Richard Murphy presented four new style of homes Lennar plans to start offering in Tamms Farm. They are generally smaller and more affordable, but the lot size will not change. Some will offer partial basement, and some will be full basement. The Board asked several questions.

**A Resolution Approving an Intergovernmental Agreement with the Hampshire Fire Protection District for Plan Review and Inspection Services**

Mr. Wray explained that Hampshire Fire Protection District now has a full-time fire inspector, so they have requested to become the official plan reviewers and inspectors for the fire code and life safety code. The inspector has already been integrated into the permit system and has been co-inspecting with SAFEbuilt, so the transition should be operationally smooth. There will be no change in permit fees, and there will be no change in the process from the applicant's perspective. The Village will just pay the plan review and inspection fees for fire and life safety to HFPD instead of SAFEbuilt.

Trustee Kelly moved to approve Resolution 23-04: An Intergovernmental Agreement with the Hampshire Fire Protection District for Plan Review and Inspection Services.

Seconded by Trustee Fodor

Motion carried by roll call vote.

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

Nays: None

Absent: Koth

A Motion to Approve Additional Costs in the Amount of \$6,800 for Architectural Services for Improvements at the Hampshire Police Department Associated with the De-escalation Grant Award, bringing the Total Costs of Improvements to \$88,992

Trustee Robinson moved to approve additional costs in the amount of \$6,800 for Architectural Services for Improvements at the Hampshire Police Department Associated with the De-escalation Grant Award, bringing the Total Costs of Improvements to \$88,992.

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

A Motion to Authorize the Purchase of Laptops and Other Police Vehicle Equipment in the Amount of \$47,722

Chief Pann presented a technology plan for the Police Department which starts with these purchases for the squad cars. He noted this request is above budget but that there is existing money in the tow fund that may be used for this purpose.

Trustee Kelly moved to authorize the purchase of Laptops and Other Police Vehicle Equipment in the amount of \$47,722.

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

A Motion to Approve a Professional Services Agreement with EEI in the Amount of \$34,962 for Preliminary Engineering Required for the Safe Route Schools

Trustee Kelly asked if it was accurate that the phase 1 engineering for this project will take nearly 1 year. Mr. Paulsen responded that the engineering work will not actually take that long, but the reviews and approvals from IDOT and other state agencies will, so EEI believes the timeline in the PSA is accurate. Staff expects construction in summer of 2024.

Trustee Robinson moved to approve a Professional Services Agreement with EEI in the Amount of \$34,962 for Preliminary Engineering required for the Safe Route Schools.

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

An Ordinance Amending the Police Regulations to Modify Provisions Governing Parking During and After Certain Snow Events

Trustee Fodor asked for clarification on if the ordinance as written is mean to also prohibit snowmobiles from parking on streets after snowfalls. Attorney Schuster responded that it does. Chief Pann added that another portion of the Village Code expressly prohibits the parking of

snowmobiles on public property at any time, so this ordinance would be consistent.

Trustee Kelly asked for clarification on if the ordinance reads that the parking restriction starts as soon as there is 2" of snow accumulation whether or not the snow has stopped falling. Attorney Schuster responded yes, the logic being that the public works staff does not always wait until the snowfall is done before they start plowing especially if it is expected to last a significant amount of time.

There was discussion of using the My Hampshire app to send a notification whenever staff has determined there is 2" of accumulation. The Public Relations Committee will discuss further.

Trustee Robinson moved to approve Ordinance 23-1: Amending the Police Regulations to Modify Provisions Governing Parking during and after certain Snow Events.

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

An Ordinance Amending the Alcoholic Liquor Regulations to Align Requirements for Product Sampling and Tasting with State Law

Trustee Kelly moved to approve Ordinance 23-02: Amending the Alcoholic Liquor Regulations to Align Requirements for Product Sampling and Tasting with State Law.

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

**STAFF MONTHLY REPORTS**

- a) December Streets Report – No questions or comments.
- b) January Engineering Report- No questions or comments.
- c) January Police Report – Chief Pann showed a presentation describing how he plans to present the Police Department monthly report moving forward. He noted there are some areas he would like to present but also asked the Board to consider what kind of information they want to receive. There was some discussion.

**ACCOUNTS PAYABLE**

A Motion to Approve the February 16, 2023 Regular Accounts Payable

Trustee Fodor moved to approve the Accounts Payable in the sum of \$267,940.27 paid on or before February 22, 2023.

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

## COMMITTEE / COMMISSION REPORTS

- a) Business Development Commission –Trustee Kelly mentioned the meeting was cancelled and may be rescheduled for next week. The modifications to the façade program process have not been discussed yet, but he will check with the BDC and Beautification chairs on their recommended funding level for the program in FY24.
- b) Public Relations – Trustee Fodor reported we are on track with goals.
- c) Public Works – Trustee Kelly and Robinson wanted to say thank you to the Streets Department who did a great job clearing the snow on January 28. Our streets were totally clean unlike when you left town.
- c) Budget Committee – Trustee Pollastrini reported the first Budget Committee meeting will be February 21 at 6 p.m., and it will be a working meeting, so all are invited.

## NEW BUSINESS

President Reid announced that some of the business at the Planning and Zoning Commission meeting on February 13 was recessed due to the number of people in attendance. We had the Hampshire Fire District room set up for overflow, but there were still more people. The next meeting on February 27 will be at the Hampshire Middle School at 7 p.m. He also noted that when the Planning and Zoning recommendations come to the Village Board on these matters, we will also need to meet at the Hampshire Middle School.

Trustee Pollastrini mentioned that she read about some unlicensed cannabis places that opened up in New York City, and the City I having difficulties enforcing; she is concerned something like that could happen here in the Village.

## ADJOURNMENT

Trustee Robinson moved to adjourn the Village Board meeting at 9:15 p.m.

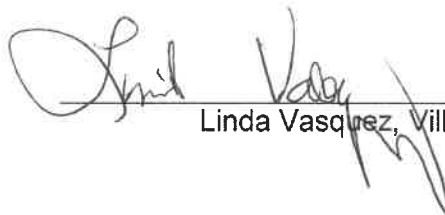
Seconded by Trustee Pollastrini

Motion carried by voice vote.

Ayes: All

Nays: None

Absent: Koth



Linda Vasquez, Village Clerk