



Village of Hampshire  
Village Board Meeting  
Thursday May 16, 2013 – 7:00 PM  
Hampshire Village Hall – 234 S. State Street

## AGENDA

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- 1) Call to Order
- 2) Establish Quorum (Physical and Electronic)
- 3) Pledge of Allegiance (Girl Scouts)
- 4) Citizen Comments
- 5) Approval of Minutes – May 2, 2013
- 6) Adjournment Sine Die/Recess
- 7) Ceremonial Proceedings
  - a) Swearing-In of Newly Elected Officials
- 8) Village Board Reconvened – Call to Order & Establishment of Quorum
- 9) Village President's Report
  - a) Renewal of the Employment Agreement with Doug Maxeiner as the Village Administrator for the Village.
  - b) Appointment of the Village Engineer and Village Attorney
  - c) Standing Committee Assignments for the Village Board
- 10) Village Administrator's Report
  - a) Application for a Raffle from the Hampshire White Riders Snowmobile Club
  - b) Request for Closure of Washington Avenue on June 9<sup>th</sup>, 2013 for the Fire Protection District's Annual Water-Fights Tournament.
  - c) Ordinance Establishing a permit requirement for Large Group Outdoor Gatherings in the Village.
- 11) Village Board Committee Reports
  - a) Economic Development
  - b) Finance
    1. Accounts Payable
  - c) Planning/Zoning
  - d) Public Safety
  - e) Public Works
  - f) Village Services
  - g) Fields & Trails
- 12) New Business
- 13) Announcements
- 14) Adjournment

# VILLAGE OF HAMPSHIRE - BOARD OF TRUSTEES

Meeting Minutes – May 2, 2013

The regular meeting of the Village Board of Hampshire was called to order by Village President Jeffrey Magnussen at 7:00 p.m. in the Village of Hampshire Village Board Room, 234 S. State Street, on Thursday, May 2, 2013.

Present: George Brust, Martin Ebert, Jan Kraus, Orris Ruth.

Absent: Jerry Shepardson, Rob Whaley.

Staff & Consultants present: Village Administrator Doug Maxeiner, Hampshire Chief Thompson, Village Engineer Brad Sanderson, and Village Attorney Mark Schuster

A quorum was established.

President Magnussen led the Pledge of Allegiance

## CITIZEN COMMENTS

Steve Gustafson from the Hampshire Fire District informed the board about the Hampshire Fire Department water works to be held on June 8 from 9 to 4 p.m. starting time is 1 p.m. and is requesting for the street to be closed on Washington Avenue from Maple to Elm Street. Village President Magnussen acknowledged it will be on the May 16, Board Agenda.

Trustee Brust moved, to approve the minutes of April 18, 2013.

Seconded by Trustee Ebert  
Motion carried by voice vote  
Ayes: All  
Nays: None  
Absent: Jerry Shepardson, Rob Whaley

## VILLAGE PRESIDENT REPORT

Village President Magnussen read and signed the Proclamation- Municipal Clerks Week – May 5-11, 2013.

## VILLAGE ADMINISTRATOR'S REPORT

Request for the Closure of State Street from the Railroad Tracks south to Washington Avenue on Sunday, May 5<sup>th</sup> from 3:00 to 5:00 pm for the filming of a Scene

Trustee Kraus moved to approve the request from Uriel Brito for the closure of State Street from the railroad tracks south to Washington Avenue on Sunday May 5<sup>th</sup> from 3 to 5 p.m. in case of rain it will be moved to May 12.

Seconded by Trustee Ebert  
Motion carried by voice vote  
Ayes: All  
Nays: None  
Absent: Jerry Shepardson, Rob Whaley

Request for donation – Hampshire Town and Country Garden Club

Trustee Brust moved, to approve the request from the Hampshire Town and Country Garden Club for a donation of \$250.00 for the planting of spring flowers and winter greens in the community.

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

Discussion- Electronics Recycling

Trustee Kraus reported that she is going to get more information on Vintage Tech recycling, that is the one the Hampshire Chamber uses for their Home Expo. The services are free to the Village and we can try using them a few times a year to see how it goes.

VILLAGE BOARD COMMITTEE REPORTS

a. Economic Development

Trustee Brust reported next meeting will be May 8<sup>th</sup> at 5:30 p.m. to go over the list which was discussed at the last meeting and prioritize them.

b. Finance

Accounts Payables

Trustee Kraus moved, to approve accounts payable in the amount of \$133,365.73 to be paid on or before May 9, 2013.

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

c. Planning/Zoning

No report

d. Public Safety

Trustee Brust thanked Village Attorney Schuster for getting the papers back to him so quickly on the Large Group Gatherings (75 people or more persons in attendance). He would like to have a committee meeting before the Hampshire Chamber holds there Street Dance in June.

e. Public Works

No report

f. Village Services

Trustee Kraus report this Saturday May 4 is oil recycling from 9 to 11:30 a.m. The Village is now taking applications for the community garden for anyone who would like to sign up.

g. Field & Trails

Trustee Ruth reported on Arbor Day two trees were planted in Orris Ruth Park. Plus, he would like to see signage stating dogs must be leashed about four or five signs some at Orris Ruth Park and some at Memorial Park

Announcements

Village President Magnussen due to the delay of the County Clerk's office; the Village did not receive the certifications of this year's election, the swearing in will take place on May 16<sup>th</sup>, 2013.

Adjournment

Trustee Brust moved, to adjourn the Village Board meeting at 7:23 p.m.

Seconded by Trustee Kraus

Motion carried by voice vote

Ayes: All

Nays: None

Absent: Jerry Shepardson, Rob Whaley

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Linda Vasquez, Village Clerk

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## PRESIDENT'S REPORT

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**TO:** Board of Trustees for the Village of Hampshire  
**FROM:** Jeffrey R. Magnussen, Village President  
**FOR:** May 16, 2013 Village Board Meeting  
**RE:** Renewal of the Employment Agreement with Doug Maxeiner as the Village Administrator for the Village

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The original full-time employment agreement with Village Administrator Maxeiner expired at the end of April. Presented for your consideration tonight is a draft (attached) for a renewal agreement.

Administrator Maxeiner is proposing the changes listed below in lieu of any wage adjustments:

- Increase in vacation time accrual of four weeks annually (from the current three weeks annually).
- Increase in annual sick time accrual from 10 days to 12 days.

The expiration date of the contract will coincide with my term expiring on April 30, 2017. There are no other substantive changes in the proposed contract.

I am recommending the renewal of Village Administrator Maxeiner's employment agreement as proposed in the attached draft agreement.

## EMPLOYMENT AGREEMENT

This Employment Agreement ("Agreement") is made and entered into this ~~15~~<sup>16</sup> day of ~~August~~<sup>April</sup>, ~~2011~~<sup>2013</sup>, by and between the Village of Hampshire ("Employer") and Douglas K. Maxeiner ("Employee").

### Recitals

A. Employer desires to continue to employ the services of Employee as Village Administrator; and

B. The terms of this Agreement supersedes in its entirety, the terms of a certain written agreement with the Employee dated ~~January~~ ~~—~~ ~~August 15<sup>th</sup>~~, 2011.

NOW THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

1. Duties. Employer hereby continues to employ Employee as Village Administrator of said Employer to perform functions and duties specified in said Hampshire Village Code and to perform other duties and functions as its Village Board shall from time to time assign.

2. Term. This Agreement shall remain in effect from ~~August 15, 2011~~<sup>May 1, 2013</sup> until April 30, ~~2013~~<sup>2017</sup> unless terminated earlier by the Employer or Employee. The parties hereto understand that this Agreement must terminate by law on April 30, ~~2013~~<sup>2017</sup>, however, both parties have every intention of renewing this Agreement thereafter.

3. Termination and Severance Pay. As provided herein, either party hereto may terminate this Agreement at any time for any reason or no reason at all it being acknowledged that Employee is an at-will employee of Employer. .

a. In the event the Employer terminates Employee's employment, Employee shall be paid as severance, continued semi-monthly payments for six months thereafter in an amount equal to Employee's then semi-monthly salary prior to separation, less employment taxes usually withheld. During the severance period, the Employee shall continue receiving benefits provided to the Employee prior to separation. Employee's rights under C.O.B.R.A. shall commence at the end of said six month severance period. In the event Employee is terminated because of an action deemed by a court of law to constitute any illegal act related to his duties hereunder, Employer shall have no obligation to pay the aggregate severance sum designated in this paragraph. Upon the Village Board's determination that grounds for such an illegal act exist, all severance payments may be withheld until a court of law enters an order directing payment to be made hereunder. In addition, in the event Employee obtains employment from another employer for compensation equal to or exceeding the severance compensation level received pursuant to this agreement, all severance benefits shall terminate upon said reemployment of Employee and it shall be the duty of Employee to notify Employer immediately of the commencement of employment of Employee following separation from Employer.

b. The following events shall be deemed, at Employee's option, to be Employer's termination of this Agreement thereby activating the severance payment obligations of Employer: 1) Upon Employer reducing the salary or other financial benefits of Employee in a greater percentage than applicable across-the-board reduction for all employees of Employer; 2) Employer's wrongful refusal to comply with any payment obligations of Employer herein; 3) Employee resigns following instructions or suggestions by a majority of the Village Board that he resign, which instruction or suggestion is documented by the minutes of a Village Board

meeting, in that event; or 4) Upon the Village Board determining that Employee is permanently disabled or otherwise unable to perform his duties because of sickness, accident, injury, mental incapacity or health for a period of four successive weeks beyond any accrued sick leave.

c. In the event Employee voluntarily resigns from the Village -Administrator position, he shall be entitled to no severance benefits.

4. Salary.

a. Employer shall pay Employee for his services rendered pursuant hereto an annual salary of \$95,000, payable in installments at the same time as the other employees of the Employer are paid.

b. Employee agrees to refrain from participation in the Employer's medical and dental plan. If Employee seeks medical and dental coverage, Employer and Employee will renegotiate annual salary to a mutually agreeable amount.

c. This Agreement shall be deemed to automatically be amended to reflect any future salary and/or benefit adjustments that are provided or required by the Employer's Compensation Plan.

d. Employer shall review compensation and adjust salary and/or benefits of Employee in such amounts and to such extent as the Village Board may annually determine based on a salary review of said Employee.

5. Performance Evaluation.

a. The Village Board shall review and evaluate the performance of the Employee at least once annually. Said review and evaluation shall be in accordance with specific criteria developed jointly by Employer and Employee. Said criteria may be added to or deleted from as the Village Board may from time to time determine in consultation with the



Employee. Further, the Village President shall provide the Employee with a summary written statement of the findings of the Village Board and provide an adequate opportunity for the Employee to discuss his evaluation with the Village Board.

b. The Village Board and Employee shall define such goals and performance objectives that they determine necessary for the proper operation of the Village of Hampshire and in the attainment of the Village Board's policy objectives and shall further establish a relative priority among those various goals and objectives, said goals and objectives to be reduced to writing. They shall generally be attainable within the time limitations as specified and the annual operating and capital budgets and appropriations provided.

6. Hours of Work. It is recognized that Employee must devote a great deal of time outside the normal office hours to business of the Employer, and to that end Employee will be allowed to take compensatory time off as ~~he~~the Village President shall deem appropriate during said normal office hours.

7. Outside Activities. Employee may work in a compensated position teaching or consulting position outside of the Employer so long as the Village Board is made aware of such additional activities and the additional activity does not interfere with Employee's job performance for the Employer.

8. Residency Requirements. Employee shall not be required to live within the corporate boundaries of the Village of Hampshire.

9. Automobile. Employee shall provide, maintain, repair and insure a vehicle for his official use while performing Village business at his own expense, for which he shall receive a monthly car allowance of \$250, payable with the first paycheck of each month.

10. Vacation, Personal and Sick Leave.

a. Employee shall accrue vacation leave time monthly at the rate of ~~1.251.67~~ days or ~~1013.33~~ hours accrued per month with periodic adjustments to the accrual rate consistent with the Personnel Policies and Procedures Manual for all employees. ~~However, at the signing of this agreement, ten days of vacation time (80 hours) shall be posted to the employee's vacation account and shall be available for the use of employee at any time thereafter.~~ Vacation time may be accumulated to an unlimited amount and may be carried over annually from year to year.

b. Employee shall accrue personal time at the rate of two days per year posted to Employee's account on January 1<sup>st</sup> of each year. ~~Upon signing this contract, Employee will be granted one personal day to be used prior to January 1, 2011.~~ Personal days are not to be carried over from year to year. Any accrued but unused personal days in the Employee's bank are to be paid out upon separation at the current rate of pay.

c. Employee shall accrue sick time at the rate of ~~1012~~ days per year posted to Employee's account on January 1<sup>st</sup> of each year. ~~Upon signing this contract, Employee will be granted five sick days available which shall be available for the use of Employee at any time thereafter.~~ Sick time may be accumulated to an unlimited amount. Any accrued but unused sick time in the Employee's accrued time bank shall not be paid out upon separation.

11. Medical, Dental, Vision and Life Insurance.

a. Medical. Employee agrees to refrain from participation in the Employer's medical plan. If Employee seeks medical coverage, Employer and Employee will renegotiate annual salary to a mutually agreeable amount.

b. Dental. Employee agrees to refrain from participation in the Employer's dental plan. If Employee seeks dental coverage, Employer and Employee will renegotiate annual salary to a mutually agreeable amount.

c. Vision. Employee shall be entitled to participate in the Employer's vision insurance plan. Employee's cost to participate in the vision plan will be consistent with that offered to the remainder of the employees of the Employer.

d. Employer shall purchase and pay the required premiums on a term life insurance policy equal to two times the annual salary of the Employee with the beneficiary named by Employee to receive the benefits paid. This policy shall be in effect for the duration of the time the Employee is employed by the Employer.

12. Dues, Subscriptions and Professional Development. Employer shall budget ~~for~~ and ~~to~~ pay for:

a. professional dues for participation in the International City County Management Association (ICMA) and the Illinois City County Management Association (ILCMA).

b. Reasonable travel and subsistence expenses of Employee for professional and official travel, meetings, and occasions adequate to continue the professional development of Employee and to adequately pursue necessary official functions for Employer, including but not limited to the ICMA Annual Conference, the ILCMA Annual Conference, and such other national, regional, state, and local governmental groups and committees thereof which Employee serves as a member;

c. travel and subsistence expenses of Employee for short courses, institutes, and seminars that are necessary for his/her professional development and for the good of the Employer; and

13. Indemnification. Employer shall defend, save harmless, and indemnify Employee as provided by any Village ordinance or any Illinois law and against any lawsuit, claim, demand or other legal action arising out of an alleged act or omission in the performance of Employee's duties as Village Administrator.

14. Bonding.

a. Employer shall pay the full cost of any fidelity or other bonds required of the Employee under any law or ordinance.

b. This Agreement shall be binding upon and inure to the benefit of the heirs at law and executors of Employee.

EMPLOYER:

EMPLOYEE:

By \_\_\_\_\_  
Jeffrey R. Magnussen, Village President

\_\_\_\_\_  
Douglas K. Maxeiner

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## **PRESIDENT'S REPORT**

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**TO:** Board of Trustees for the Village of Hampshire  
**FROM:** Jeffrey R. Magnussen, Village President  
**FOR:** May 16, 2013 Village Board Meeting  
**RE:** Appointment of the Village Engineer and Village Attorney

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With the start of a new term, I would like to take this opportunity to recommend the re-appointment of the Engineering Enterprises, Inc. as the Village Engineer and Mark Schuster as the Village Attorney for the Village of Hampshire.

These appointments require the advice and consent of the Village Board.

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## **PRESIDENT'S REPORT**

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**TO:** Board of Trustees for the Village of Hampshire  
**FROM:** Jeffrey R. Magnussen, Village President  
**FOR:** May 16, 2013 Village Board Meeting  
**RE:** Standing Committee Assignments for the Village Board

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Attached is a list of assignments for the standing committees of the Village Board for the 2013/14 year. Should you have any questions or comments on these assignments please let me know. These assignments are effectively immediately.

## Committees 2013

<b>Finance:</b>	Whaley (c), Reid, Kraus
<b>Economic Development:</b>	Brust (c), Reid, Kraus
<b>Public Works:</b> (Street, water/sewer)	Ebert (c), Ruth, Whaley
<b>Public Safety:</b>	Reid (c), Ruth, Whaley
<b>Planning/Zoning:</b>	Ruth, (c), Ebert, Brust
<b>Village Services:</b>	Kraus (c), Reid, Ebert
<b>Fields &amp; Trail</b>	Ruth (c), Reid, Kraus
<b>Liquor Commission:</b>	Magnussen (c), Brust, Ebert

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**Magnussen:** All committees

**Brust:** Economic Development, Liquor Commission, Planning/Zoning

**Ebert:** Public Works, Planning/Zoning, Village Services, Liquor Commission.

**Ruth:** Planning/Zoning, Public Works, Fields & Trails, Public Safety.

**Whaley** Finance, Public Works, Public Safety.

**Kraus:** Village Services, Finance, Fields & Trails, Economic Development.

**Reid** Economic Development, Village Services, Fields & Trails, Finance, Public Safety.

Ad hoc. Committees as needed

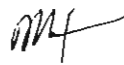
Subject to Revision

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## AGENDA SUPPLEMENT

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**TO:** President Magnussen and Village Board

**FROM:** Doug Maxeiner, Village Administrator 

**FOR:** May 16, 2013 Village Board Meeting

**RE:** Application for a Raffle from the Hampshire White Riders Snowmobile Club

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**Background.** The attached raffle application was received from the Hampshire White Riders Snowmobile Club for a charitable raffle drawing to be held on November 23<sup>rd</sup>, 2013 with ticket sales occurring between July 25<sup>th</sup> and November 23<sup>rd</sup>. Tickets are \$10.00 each with cash prizes totaling \$2,300 (grand prize is \$2,000).

**Analysis.** The raffle application is complete and meets the criteria established for non-profit organization raffles. As such, staff supports the approval of the raffle application.

**Recommendation.** Staff recommends approval of the raffle application.





234 S. State Street  
Hampshire, IL 60140

Phone: (847) 683-2181  
Fax: (847) 683-4915  
www.hampshireil.org

APPLICATION FOR CONDUCTING A RAFFLE  
(GOOD FOR ONE RAFFLE)

Name of Organization: Hampshire White Riders Snowmobile Club

Address: Po Box 135 Hampshire IL 60140

Type of Organization: Religious \_\_\_\_\_ Charitable \_\_\_\_\_ Veterans \_\_\_\_\_  
Educational \_\_\_\_\_ Labor \_\_\_\_\_ Fraternal

Date when this group was organized: 1979

If chartered or incorporated, date and place where papers were issued: \_\_\_\_\_

NON-PROFIT CORPORATION

Date when raffle winners will be determined: SAT NOVEMBER 23, 2013

Time: 9:00 PM Location: CORNSHIRE PUB 1725 STATE ST. HAMPSHIRE

Area or Areas where tickets will be sold: HAMPSHIRE/BURLINGTON

Date of ticket sales: JULY 25, 2013 to NOVEMBER 23, 2013

Price of each ticket: \$10.00

Prizes to be awarded and retail value of each, (May be listed on separate sheet)

No.	Prize	Value of each	Total Value
<u>1ST</u>	<u>\$2000.00 CASH</u>	<u>\$2000.00</u>	<u>\$2000.00</u>
<u>2ND</u>	<u>\$200.00 CASH</u>	<u>\$200.00</u>	<u>\$200.00</u>
<u>3RD</u>	<u>\$100.00 CASH</u>	<u>\$100.00</u>	<u>\$100.00</u>
_____	_____	_____	_____
_____	_____	_____	_____

TOTAL AGGREGATE VALUE OF ALL PRIZES \$ 2300.00



234 S. State Street  
Hampshire, IL 60140

Phone: (847) 683-2181  
Fax: (847) 683-4915  
www.hampshireil.org

OFFICIAL BOND FOR RAFFLE MANAGER

(To be used when aggregate value of prizes is less than \$15,000)

KNOW ALL MEN BY THESE PRESENTS THAT WE, SCOTT HASEMAN  
Raffle Manager  
and DWAIN STADIE  
Surety

Are held and bound to: HAMPSHIRE WILDFIRE RIDERS SNOWMOBILE CLUB  
Name of Organization

In the sum of \$ 2300.<sup>00</sup>, equal to aggregate retail value of all prizes, for the payment of such we are obliged.

The condition of the above obligation is such that SCOTT HASEMAN  
Being of legal age, has been appointed Raffle Manager for a raffle to be conducted on 11-23, 2013.  
Month/day Year

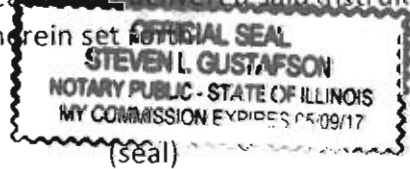
NOW, THEREFORE, if the said Raffle Manager shall perform and discharge all the duties required of him/her as raffle manager, then this Bond is to be void; otherwise to remain in full force.

Raffle Manager's signature: [Signature]  
Address: 512 HILL CREST City: HAMPSHIRE

Surety's signature: [Signature]  
Address: 369 SOUTH AVE City: HAMPSHIRE

I, STEVEN L GUSTAFSON, a notary public in Illinois, certify that SCOTT HASEMAN  
and DWAIN STADIE

Who are both personally known to me, are the same persons whose names are subscribed to above; that they appeared before me this day in person and acknowledged that they signed, sealed and delivered said instrument as their free and voluntary act, for the use and purpose therein set



Given under my hand and seal on this date.

4-29-13  
Date


[Signature]  
Notary Public

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## AGENDA SUPPLEMENT

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**TO:** President Magnussen and Village Board

**FROM:** Doug Maxeiner, Village Administrator 

**FOR:** May 16, 2013 Village Board Meeting

**RE:** Request for Closure of Washington Avenue on June 9<sup>th</sup>, 2013 for the Fire Protection District's Annual Water-Fights Tournament

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**Background.** A letter was received from the Hampshire Fire Protection District requesting the closure of Washington Avenue on June 9<sup>th</sup> to hold the District's Water-Fights Tournament. The closure request is for the block between Maple and Elm Streets between the hours of 9:00 am to 4:00 pm.

**Analysis.** The requested street closure is for the block in front of the Faithway Baptist Church. The hours requested conflict with the church services at the Church during the morning hours of June 9<sup>th</sup>. As such, staff would recommend granting the street closure from the hours of 1:00 pm to 5:00 pm only to avoid any disruption to the patrons of Faithway Baptist Church.

**Recommendation.** Staff recommends approval of the request from the Hampshire Fire Protection District for the closure of Washington Avenue between Maple and Elms Streets but for the hours of 1:00 to 5:00 PM on June 9, 2013.



## *Hampshire Fire Protection District*

202 E. Washington Avenue  
P.O. Box 245  
Hampshire, Illinois 60140-0245  
(847) 683-2629 Fax (847) 683-1404

Board of Trustees  
Village of Hampshire  
234 S. State St.  
Hampshire, IL 60140

Friday, April 12, 2013

To the Board of Trustees:

Hampshire Fire & EMS Association is preparing for their annual water-fights tournament and requesting permission for the closure of Washington Ave. starting at Maple Street to Elm Street on June 9<sup>th</sup>, 2013.

We appreciate the support from the Village to make this event possible. If the Board has any questions, please feel free to contact me at [smcbride@hampshirefire.org](mailto:smcbride@hampshirefire.org)

Thank You,

Scott McBride

Water-Fights Committee Chair

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## AGENDA SUPPLEMENT

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**TO:** President Magnussen and Village Board

**FROM:** Doug Maxeiner, Village Administrator *Mf*

**FOR:** May 16, 2013 Village Board Meeting

**RE:** Ordinance Establishing a Permit Requirement for Large Group Outdoor Gatherings in the Village

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**Background.** The Public Safety Committee has been working on a large group outdoor gathering event permitting process to assist in planning emergency response activities for large scale outdoor events. The Committee brought a recommendation to the Village Board on April 4<sup>th</sup> and the matter was directed to the Village Attorney to prepare the ordinance.

**Analysis.** The Committee's efforts have been aimed at obtaining the information needed to prepare emergency service responses in the event of natural or manmade disasters/ threats to the safety of the attendees. The permit would require an application process as well as meetings between event organizers and representatives of the Police Department and/or Fire Protection District. An Incident Action Plan will be created and an Event Operations Center established for each event granted a permit under this ordinance.

The Committee is recommending that there is no charge for the permit. There is however, the possibility of a fine should applicable events be held without obtaining a permit and the Police Department has the authority to shut down any qualifying event that does not obtain a permit.

Attached is the ordinance establishing the permit requirement as well as the application materials that will be distributed to event organizers.

**Recommendation.** The Public Safety Committee recommends approval of the ordinance establishing a permit requirement for large group outdoor gatherings in the village.

No. 13 -

**AN ORDINANCE  
ESTABLISHING A PERMIT REQUIREMENT  
FOR LARGE GROUP OUTDOOR GATHERINGS IN THE VILLAGE**

WHEREAS, the Corporate Authorities have considered the public health and safety needs attendant to gatherings involving 75 or more persons in the Village; and

WHEREAS, the Village Police Department and Public Works Department, together with the Hampshire Township Fire Protection District, have determined that it is necessary and advisable to require a permitting process, including identification of responsible persons, review of the proposed site for the gathering, and consideration of various action plans for handling incidents which may arise, for and in conjunction with any such gathering; and

WHEREAS, the Corporate Authorities desire to establish such permitting process pursuant to the police powers of the municipality and for the general health, welfare and safety of citizens of the Village.

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

Section 1. The Village of Hampshire Municipal Code of 1985, as previously amended, shall be and hereby is further amended to provide a permitting process for large crowd gatherings in the Village, in words and figures, as follows:

CHAPTER 2	POLICE REGULATIONS
ARTICLE XX	LARGE GROUP OUTDOOR GATHERINGS

2-20-1. PERMIT REQUIRED: It shall be unlawful for any person, group, or entity to organize, lead, supervise, preside over, or conduct any gathering of 75 or more persons on public property in the Village without first obtaining a permit therefor.

A. Any person, group, or entity proposing a gathering of 75 or more persons, or which in fact results in a gathering of 75 persons or more, shall apply for a permit by filing an application with the Village Clerk, on a form to be provided by the Village.

B. The application shall:

1. Identify the person or persons bearing overall responsibility for the conduct of the large group outdoor gathering; and

2. Provide such information as is required by the Village for such permit, including a site plan and a narrative describing the conduct and operations of the gathering event; and

3. Be filed with the Village Clerk not less than thirty (30) days prior to the proposed gathering.

C. The applicant shall:

1. Meet with designated representatives of the Village Police and Public Works Departments and the Hampshire Township Fire Protection District, prior to the gathering event, to review said plans; and

2. Take such steps that are required by the Chief of Police (or his designee), the Superintendent of Public Works (or his designee) and/or the Fire Chief (or his designee) to better assure the safety of participants in the gathering, and the prompt and effective response by the Fire Protection District, Police Department, or Public Works Department, as the case may be, to incidents which may arise out of or be related to the gathering.

2-20-2. TERMINATION OF EVENT; SUSPENSION OR REVOCATION OF PERMIT: Any gathering of 75 or more persons without a permit may be immediately terminated, or any permit issued by the Village for a large group outdoor gathering, may be summarily suspended or revoked by the Hampshire Police Department for any of the following reasons:

A.. Failure to apply for and obtain a permit in advance of such gathering.

B. Any statement in the application for permit which proves to be false or untrue.

C. Any failure of the person or persons bearing responsibility for the gathering to conduct the gathering event in accordance with the final approved plan for the gathering and/or the Village's Incident Action Plan.

D. Any incident of such nature or severity in the reasonable discretion of the Hampshire Police Department as to render impossible the further safe or healthful operation of the gathering in accordance with the approved plan for the event or the Village's Incident Action Plan.

2-20-3. PENALTY. Any person who violates the provisions of this Chapter shall be fined an amount not less than \$100.00, and not more than \$750.00, for each such violation. Each calendar day on which a violation occurs or continues shall be deemed a separate and distinct violation of this Chapter.

Section 2. Any and all ordinances, resolutions, and orders, or parts thereof, which are in conflict with the provisions of this Ordinance, to the extent of any such conflict, are hereby superseded and waived.

Section 3. If any section, subdivision, sentence or phrase of this Ordinance is for any reason held to be void, invalid, or unconstitutional, such decision shall not affect the validity of the remaining portions of this Ordinance.

Section 4. This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form, as required by law.

ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2013.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2013.

\_\_\_\_\_  
Jeffrey R. Magnussen  
Village President

ATTEST:

\_\_\_\_\_  
Linda Vasquez  
Village Clerk



INSTRUCTIONS

This Application form must be filed with the Village Clerk, 245 South State Street, Hampshire, IL 60140 not less than thirty (30) days prior to any such event.

The Applicant must obtain a Permit from the Village for such event prior to the date and time of the Event.

The fee for such permit shall be as established by the Village Board of Trustees from time to time.

This Application will be reviewed by the Village Police Department, the Village Department of Public Works, and the Hampshire Township Fire Protection District; and Applicant agrees to meet with personnel from those Departments; and to adhere to any requirements imposed by the Village or Fire Protection District in regard to conduct of the Event, for the preparation of an Incident Action Plan.

Any permit issued by the Village will be subject to summary suspension and/or revocation if any of the information provided in this Application is false or untrue; or if the conduct and operation of the Event does not adhere to any and all requirements of the final approved plan for the Event, including conditions imposed by the Village or the Fire Protection District in regard to conduct of the Event; or the occurrence of any incident the nature and severity of which render impossible the further safe or healthful operation of the gathering in accordance with the approved plan for the Event or the Incident Action Plan.

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RECEIVED: \_\_\_\_\_  
Date

FORWARDED TO:     \_\_\_ POLICE DEPARTMENT  
                          \_\_\_ PUBLIC WORKS  
                          \_\_\_ FIRE PROTECTION DISTRICT  
                          \_\_\_ VILLAGE ADMINISTRATOR

\_\_\_\_\_  
Initials

VILLAGE OF HAMPSHIRE

**APPLICATION FOR  
LARGE GROUP OUTDOOR GATHERING**

Applicant: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Name of Event: \_\_\_\_\_

Date of Proposed Event: \_\_\_\_\_, 20\_\_\_\_

Hours: From \_\_\_\_\_ To \_\_\_\_\_

Location of Event: \_\_\_\_\_

General Description of Event: *Attach page(s) describing the planned event, features, operations, etc.*

Layout / Site Plan: *Attach a drawing depicting the layout of the site for the Event.*

Number of Anticipated Participants: \_\_\_\_\_

Responsible Person(s):

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Contact Info: Phone: \_\_\_\_\_  
Cell phone: \_\_\_\_\_  
E-mail: \_\_\_\_\_

[Attach additional sheet(s) identifying any other responsible persons and as necessary to fully describe the event, schedule, layout, etc.]

I hereby certify that the information stated in this Application and all attached pages is true and accurate, to the best of my knowledge and belief.

Date of application: \_\_\_\_\_

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Organization or Entity sponsoring Event

VILLAGE OF HAMPSHIRE

PERMIT  
FOR  
LARGE GROUP OUTDOOR GATHERING

Name of Event: \_\_\_\_\_

Date(s): \_\_\_\_\_, 20\_\_\_\_

Hours: From \_\_\_\_\_ To \_\_\_\_\_

Location of Event: \_\_\_\_\_

Number of Anticipated Participants: \_\_\_\_\_

Responsible Person(s):

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Contact Info: Phone: \_\_\_\_\_

Cell phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

ISSUED:

DATE: \_\_\_\_\_

\_\_\_\_\_  
Village Administrator (or designee)

## PERMIT PROCESS

The person making the request for use of Village or Township outdoor properties for use by groups numbering 75 or more participants/attendees will file an application form with the Village Clerk no less than 30 days prior to the scheduled event. The Village Clerk will forward the application information to the Hampshire Police Department and Hampshire Township Fire Protection District for review. The Police and/or the Fire Protection District will contact the applicant to set up an appointment to complete the information required for the Large Group Incident Action Plan. This required meeting must be complete no later than seven days prior to the scheduled event.

After the required meeting is held and the necessary contact information has been acquired the Police and/or Fire Protection District will issue a letter of acceptance to the Village Clerk for the issuance of a permit for the planned gathering. No permit will be issued for a Large Group Outdoor Gathering unless approved by the Village after review by the Police and/or Fire Protection District personnel.

Currently, there is no fee for the Large Group Outdoor Gathering permit. In addition, there is no fee for the use of Village property (check with Park District for applicability of fees and procedures for the use of Park District property). However, expenses incurred by the Village for clean-up, barricades, etc. may be assessed against the individual or group obtaining the permit.

Any non-adherence to the above requirements may result in imposition of a review fee of \$50.00; immediate suspension or termination of the event and dispersal of the attendees; and/or Village prosecution for a violation of the Village Code.

The Incident Action Plan is in effect for the protection of you and your loved ones and friends. It will give us the contact information to and from a designated point person or persons and other information that could avoid causing delay in responding to a serious issue that could unexpectedly arise at a moment's notice.

Please, safely, enjoy your planned event.

Village of Hampshire

Hampshire Fire Protection District

**DEFINITIONS  
FOR LARGE GROUP OUTDOOR EVENTS**

**OUTDOOR PROPERTY:** Any property owned or controlled by the Village of Hampshire or Hampshire Township that is serviced by the Village or the Hampshire Fire Protection District including but not limited to Streets, Sidewalks, Alleys, Parks, Parking Lots or Athletic Fields.

**APPLICANT:** The person signing the application, who shall be a person who is responsible for the event. The chairman, planner, director or responsible contact person for the event.

**INTEGRATED COMMAND STRUCTURE:** Persons designated from and not limited to the Hampshire Police Department, Hampshire Department of Public Works, Hampshire Fire Protection District, and/or the Kane County Office of Emergency Management.

**INCIDENT ACTION PLAN (IAP):** This document as approved by the Village of Hampshire.

**UNIFIED COMMAND STAFF:** Hampshire Police Department, Hampshire Fire Protection District, Hampshire Village President, Hampshire Village Administrator, Hampshire Superintendent of Public Works, and if needed the Kane County Office of Emergency Management

**POLICE:** Hampshire Police Department

**FIRE:** Hampshire Fire Protection District

**PUBLIC WORKS:** Hampshire Public Works Department

**OPERATIONS CENTER:** A location to be determined by the incident where the UNIFIED COMMAND STAFF will gather to oversee the incident. FIRST CHOICE will be the HAMPSHIRE FIRE PROTECTION DISTRICT fire house. Alternate locations may also be assigned.

**NIMS:** National Incident Management System Federal procedures.

The Village of Hampshire Police and the Hampshire Fire Protection District endeavor to provide the residents of and visitors to our community with the highest level of emergency preparedness and service delivery possible. We recognize that certain events throughout the year provide unique challenges to each of our departments, and that inter-agency cooperation and planning is crucial to successfully meeting these challenges.

Utilizing the basic concepts and tenets of the National Incident Management System (NLMS), joint planning sessions are conducted along with event-specific hazard assessments to create functional plans that will address the identified concerns. In addition to pre-planning activities, Integrated Command Structures and Incident Action Plans (LAP) are developed for the event.

The Incident Action Plan (LAP) is meant to be a guideline that may be referenced to develop incident objectives during routine or emergency operations that arise during the Event. The LAP is a template to facilitate communication between Village departments, the Fire Protection District and Event organizers/leaders during routine or emergency operations. In the event of an emergency, incident objectives will be developed by the unified command staff. Incident objectives may vary from the "predicted" actions listed in the LAP due to specific circumstances of the incident. The LAP is for reference only and is not intended to create any liability or duty on behalf of Village departments, Fire Protection District or the Event organizers/leaders.

A briefing will be conducted, as needed, during the event, and the briefings should be added to each department's copy of the IAP. The briefings will contain any updated information / concerns / or needs - such as weather threats, or modifications needed to the general plan. Briefings will occur at a time to be agreed upon at the (Event) \_\_\_\_\_ Operations Center.

It is believed that the intergovernmental cooperation, planning, and practice of integrated incident management will help the Village of Hampshire Police and the Hampshire Fire District meet our goals of providing safe community events and coordinated emergency response.

# VILLAGE OF HAMPSHIRE

Accounts Payable

**May 16, 2013**

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

**Total: \$153,536.35**

To be paid on or before  
May 22, 2013

Village President: \_\_\_\_\_

Attest: \_\_\_\_\_

Village Clerk: \_\_\_\_\_

Date: \_\_\_\_\_

DATE: 05/13/13  
 TIME: 16:39:24  
 ID: AP441000,WOW

VILLAGE OF HAMPSHIRE  
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 05/13/2013

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
-----							
ALGR	ALPHA GRAPHICS						
14356	05/13/13	01	INV#14356	01-001-003-4650		05/13/13	188.51
				OFFICE SUPPLIES			
						INVOICE TOTAL:	188.51
						VENDOR TOTAL:	188.51
BECO	BESTLER CORP						
79836	05/08/13	01	INV#79836	30-001-002-4160		05/08/13	70.00
				MAINT. UTILITY SYSTEM			
						INVOICE TOTAL:	70.00
						VENDOR TOTAL:	70.00
BEFA	BEAN'S FARM LANDSCAPE SUPPLY						
98400	05/08/13	01	INV#98400	01-003-003-4680		05/08/13	135.00
				OPERATING SUPPLIES			
						INVOICE TOTAL:	135.00
						VENDOR TOTAL:	135.00
BLCR	HEALTH CARE SERVICES						
JUNE 2013	05/08/13	01	ADM MED	01-001-001-4031		05/08/13	567.26
				EMPLOYER HEALTH INS.			
		02	ADM DENT	01-001-001-4033			37.60
				EMPLOYER DENTAL INS.			
		03	PD MED	01-002-001-4031			15,110.11
				EMPLOYER HEALTH INS.			
		04	PD DENT	01-002-001-4033			1,189.80
				EMPLOYER DENTAL INS.			
		05	ST MED	01-003-001-4031			4,808.79
				EMPLOYER HEALTH INS.			
		06	ST DENT	01-003-001-4033			397.16
				EMPLOYER DENTAL INS.			
		07	WTR MED	30-001-001-4031			1,026.67
				EMPLOYER HEALTH INS			



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VILLAGE OF HAMPSHIRE  
DETAIL BOARD REPORT

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INVOICES DUE ON/BEFORE 05/13/2013

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
-----							
BLCR	HEALTH CARE SERVICES						
JUNE 2013	05/08/13	08	WTR DENT	30-001-001-4033		05/08/13	75.20
				EMPLOYER DENTAL INS			
		09	SWR MED	31-001-001-4031			2,856.33
				EMPLOYER HEALTH INS			
		10	SWR DENT	31-001-001-4033			216.54
				EMPLOYER DENTAL INS			
						INVOICE TOTAL:	26,285.46
						VENDOR TOTAL:	26,285.46
BP	BPGAS						
37961161	05/08/13	01	ACCT#4990222749	01-002-003-4660		05/08/13	3,595.84
				GASOLINE/OIL			
						INVOICE TOTAL:	3,595.84
						VENDOR TOTAL:	3,595.84
BRMY	BRETT MYERS						
043013	05/08/13	01	RED WING SHOE	01-003-003-4690		05/08/13	119.25
				UNIFORMS-RENTAL			
						INVOICE TOTAL:	119.25
						VENDOR TOTAL:	119.25
BUBR	BUCK BROTHERS, INC.						
01 333285	05/13/13	01	INV#01 333285	30-001-003-4670		05/13/13	86.26
				MAINTENANCE SUPPLIES			
		02	INV#01 333285	31-001-003-4670			86.26
				MAINTENANCE SUPPLIES			
						INVOICE TOTAL:	172.52
01 333289	05/13/13	01	INV#01 333289	01-003-003-4670		05/13/13	5.50
				MAINTENANCE SUPPLIES			
						INVOICE TOTAL:	5.50
						VENDOR TOTAL:	178.02

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VILLAGE OF HAMPSHIRE  
DETAIL BOARD REPORT

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INVOICES DUE ON/BEFORE 05/13/2013

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
CAOF	CARDUNAL OFFICE SUPPLY						
55159-0	05/08/13	01	INV#551159-0	01-001-003-4650		05/08/13	11.52
				OFFICE SUPPLIES			
						INVOICE TOTAL:	11.52
						VENDOR TOTAL:	11.52
CDSL	CDS LEASING A PROGRAM OF DE						
17969498	05/13/13	01	ACCT#204238	01-002-002-4280		05/13/13	387.62
				RENTALS			
						INVOICE TOTAL:	387.62
						VENDOR TOTAL:	387.62
CLEN	CLARKE						
6342976	05/13/13	01	ACCT#010102 INV#6342976	01-001-002-4435		05/13/13	6,474.00
				MOSQUITO CONTROL			
						INVOICE TOTAL:	6,474.00
						VENDOR TOTAL:	6,474.00
COED2	COMED						
MAY 2013	05/08/13	01	ACCT#2599100000	30-001-002-4260		05/08/13	3,257.10
				UTILITIES			
						INVOICE TOTAL:	3,257.10
						VENDOR TOTAL:	3,257.10
CONEEN	CONSTELLATION NEW ENERGY						
0010018087	05/13/13	01	ACCT#1-EI-2497	31-001-002-4260		05/13/13	415.51
				UTILITIES			
						INVOICE TOTAL:	415.51
						VENDOR TOTAL:	415.51
CUBE	CULLIGAN OF BELVIDERE						

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VILLAGE OF HAMPSHIRE  
 DETAIL BOARD REPORT

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INVOICES DUE ON/BEFORE 05/13/2013

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
-----							
CUBE	CULLIGAN OF BELVIDERE						
043013	05/08/13	01	ACCT#104711	01-002-002-4280		05/08/13	62.50
				RENTALS			
		02	ACCT#93732	01-003-002-4280			28.11
				RENTALS			
		03	ACCT#93732	31-001-002-4280			19.68
				RENTAL SERVICES			
		04	ACCT#93732	30-001-002-4280			8.85
				RENTAL SERVICE			
		05	ACCT#85662	01-001-002-4280			36.00
				RENTAL - CARPET-WATER COOL			
		06	ACCT#93740	01-003-002-4280			8.00
				RENTALS			
						INVOICE TOTAL:	163.14
						VENDOR TOTAL:	163.14
E EI	ENGINEERING ENTERPRISES						
APRIL 13	05/13/13	01	HA0757 INV#52542	31-001-002-4360		05/13/13	1,407.00
				ENGINEERING SERVICES			
		02	HA1035 INV#52543	31-001-002-4360			1,638.00
				ENGINEERING SERVICES			
		03	HA1111 INV#52544	31-001-002-4360			201.00
				ENGINEERING SERVICES			
		04	HA1202 INV#52545	30-001-002-4360			553.00
				ENGIN.SERVICE/MAPS/ION EXC			
		05	HA1221 INV#52546	01-001-002-4361			712.00
				ENGINEERING SERVICES - REI			
		06	HA1224 INV#52547	31-001-002-4360			672.75
				ENGINEERING SERVICES			
		07	HA1300 INV#52548	01-001-002-4360			103.93
				ENGINEERING SERVICES - VIL			
		08	HA1303 INV#52549	31-001-002-4360			402.00
				ENGINEERING SERVICES			
		09	HA1305 INV#52550	01-001-002-4360			218.75
				ENGINEERING SERVICES - VIL			

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VILLAGE OF HAMPSHIRE  
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 05/13/2013

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
-----							
EEI	ENGINEERING ENTERPRISES						
APRIL 13	05/13/13	10	HA1309 INV#52551	30-001-002-4360		05/13/13	495.00
				ENGIN.SERVICE/MAPS/ION EXC			
		11	HA1309 INV#52551	31-001-002-4360			495.00
				ENGINEERING SERVICES			
		12	HA1310 INV#52552	01-001-002-4360			500.00
				ENGINEERING SERVICES - VIL			
						INVOICE TOTAL:	7,398.43
						VENDOR TOTAL:	7,398.43
FEMO	FENZEL MOTOR SALES, INC.						
52917	05/08/13	01	INV#52917	01-003-003-4680		05/08/13	12.44
				OPERATING SUPPLIES			
						INVOICE TOTAL:	12.44
						VENDOR TOTAL:	12.44
GCSGC	GRISWOLD INDUSTRIES CLA-VAL						
609371	05/08/13	01	INV#609371	30-001-002-4160		05/08/13	3,574.36
				MAINT. UTILITY SYSTEM			
						INVOICE TOTAL:	3,574.36
						VENDOR TOTAL:	3,574.36
HAAUPA	HAMPSHIRE AUTO PARTS						
305817	05/08/13	01	INV#305817	01-003-003-4670		05/08/13	19.80
				MAINTENANCE SUPPLIES			
						INVOICE TOTAL:	19.80
308704	05/08/13	01	INV#308704	01-003-003-4680		05/08/13	11.98
				OPERATING SUPPLIES			
						INVOICE TOTAL:	11.98
309241	05/08/13	01	INV#309241	01-003-003-4670		05/08/13	80.21
				MAINTENANCE SUPPLIES			
						INVOICE TOTAL:	80.21

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VILLAGE OF HAMPSHIRE  
DETAIL BOARD REPORT

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INVOICES DUE ON/BEFORE 05/13/2013

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
-----							
HAAUPA	HAMPSHIRE AUTO PARTS						
309361	05/08/13	01	INV#309361	01-003-003-4670 MAINTENANCE SUPPLIES		05/08/13	5.99
						INVOICE TOTAL:	5.99
309815	05/08/13	01	INV#309815	01-003-003-4670 MAINTENANCE SUPPLIES		05/08/13	3.99
						INVOICE TOTAL:	3.99
309821	05/08/13	01	INV#309821	01-003-003-4670 MAINTENANCE SUPPLIES		05/08/13	98.69
						INVOICE TOTAL:	98.69
309849	05/08/13	01	INV#309849	01-003-003-4670 MAINTENANCE SUPPLIES		05/08/13	28.98
						INVOICE TOTAL:	28.98
310531	05/08/13	01	INV#310531	01-002-002-4110 MAINTENANCE - VEHL.		05/08/13	22.14
						INVOICE TOTAL:	22.14
310931	05/08/13	01	INV#310931	01-003-003-4680 OPERATING SUPPLIES		05/08/13	16.42
						INVOICE TOTAL:	16.42
310942	05/08/13	01	INV#310942	01-003-003-4680 OPERATING SUPPLIES		05/08/13	24.73
						INVOICE TOTAL:	24.73
311070	05/08/13	01	INV#311070	01-003-003-4670 MAINTENANCE SUPPLIES		05/08/13	28.92
						INVOICE TOTAL:	28.92
						VENDOR TOTAL:	341.85
HACH	HACH COMPANY						

DATE: 05/13/13  
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VILLAGE OF HAMPSHIRE  
DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 05/13/2013

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
-----							
HACH	HACH COMPANY						
8278032	05/08/13	01	INV#8278032	31-001-003-4680 OPERATING SUPPLIES		05/08/13	167.91
						INVOICE TOTAL:	167.91
						VENDOR TOTAL:	167.91
HAMTOW	HAMPSHIRE TOWN & COUNTRY						
MAY 2013	05/08/13	01	DONATION	01-001-004-4800 MISCELLANEOUS EXPENSE		05/08/13	250.00
						INVOICE TOTAL:	250.00
						VENDOR TOTAL:	250.00
HDSUWA	HD SUPPLY WATERWORKS LTD						
6393934	05/13/13	01	INV#6393934	30-001-005-4960 METERS/EQUIPMENTS		05/13/13	6,710.50
						INVOICE TOTAL:	6,710.50
8080676	05/08/13	01	INV#8080676	01-003-002-4130 MAINTENANCE - STREETS		05/08/13	1,250.00
						INVOICE TOTAL:	1,250.00
9123820	05/13/13	01	INV#9123820	30-001-003-4670 MAINTENANCE SUPPLIES		05/13/13	45.12
						INVOICE TOTAL:	45.12
						VENDOR TOTAL:	8,005.62
HYIN	HYPERSTITCH, INC						
11905	05/08/13	01	INV#11905	01-002-003-4690 UNIFCRMS		05/08/13	281.78
						INVOICE TOTAL:	281.78
						VENDOR TOTAL:	281.78
KAUN	KALE UNIFORMS, INC.						

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VILLAGE OF HAMPSHIRE  
DETAIL BOARD REPORT

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INVOICES DUE ON/BEFORE 05/13/2013

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
-----							
KAUN	KALE UNIFORMS, INC.						
840370	05/08/13	01	INV#840370	01-002-003-4690 UNIFORMS		05/08/13	73.98
						INVOICE TOTAL:	73.98
						VENDOR TOTAL:	73.98
KMPFVH	KONICA MINOLTA PREMIER FINANCE						
227345386	05/08/13	01	INV#227345386	01-001-002-4280 RENTAL - CARPET-WATER COOL		05/08/13	309.94
						INVOICE TOTAL:	309.94
						VENDOR TOTAL:	309.94
LACHCO	LAYNE CHRISTENSEN COMPANY						
24645	05/13/13	01	ORDER#24645	30-001-002-4160 MAINT. UTILITY SYSTEM		05/13/13	3,550.00
						INVOICE TOTAL:	3,550.00
						VENDOR TOTAL:	3,550.00
LAWI	LAWRENCE WINN						
043013	05/08/13	01	RED WING SHOES	01-003-003-4690 UNIFORMS-RENTAL		05/08/13	184.99
						INVOICE TOTAL:	184.99
						VENDOR TOTAL:	184.99
LENE	LEXIS NEXIS RISK DATA						
1581041-20130430	05/13/13	01	INV#1581041-20130430	09-001-006-4800 EVIDENCE RELATED EXPENSE		05/13/13	155.00
						INVOICE TOTAL:	155.00
						VENDOR TOTAL:	155.00
MAFL	MARATHON FLEET						

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VILLAGE OF HAMPSHIRE  
DETAIL BOARD REPORT

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INVOICES DUE ON/BEFORE 05/13/2013

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
-----							
MAFL	MARATHON FLEET						
32860079	05/13/13	01	CARD 0001	30-001-003-4660		05/13/13	333.00
				GASOLINE/OIL			
		02	CARD 0002	01-003-003-4660			254.50
				GASOLINE/OIL			
		03	CARD 0003	01-003-003-4660			767.36
				GASOLINE/OIL			
		04	CARD 0005	01-002-003-4660			43.70
				GASOLINE/OIL			
		05	CARD 0008	01-002-003-4660			61.55
				GASOLINE/OIL			
		06	CARD 0009	01-002-003-4660			380.06
				GASOLINE/OIL			
		07	CARD 0010	01-002-003-4660			153.95
				GASOLINE/OIL			
		08	CARD 0011	01-002-003-4660			81.81
				GASOLINE/OIL			
		09	CARD 0012	01-002-003-4660			305.97
				GASOLINE/OIL			
						INVOICE TOTAL:	2,381.90
						VENDOR TOTAL:	2,381.90
MARSCH	MARK SCHUSTER P.C.						
MAY 2013	05/08/13	01	100.001 MISCELLANEOUS MATTERS	01-001-002-4370		05/08/13	2,427.30
				LEGAL SERVICES - VILLAGE			
		02	100.002 MEETINGS	01-001-002-4370			316.20
				LEGAL SERVICES - VILLAGE			
		03	100.007 PROSECUTION	01-001-002-4370			615.00
				LEGAL SERVICES - VILLAGE			
		04	100.052 HYTEL	01-001-002-4370			654.50
				LEGAL SERVICES - VILLAGE			
		05	100.140 TUSCANY WOODS WORKOUT	01-001-002-4370			4,132.20
				LEGAL SERVICES - VILLAGE			
		06	100.143 TWH/UNIT 1	01-001-002-4371			465.00
				LEGAL SERVICES - REIMB.			



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-----							
MARSCH	MARK SCHUSTER P.C.						
MAY 2013	05/08/13	07	100.146 ACQUISITION OF UNIT 1	01-001-002-4371		05/08/13	641.70
				LEGAL SERVICES - REIMB.			
						INVOICE TOTAL:	9,251.90
						VENDOR TOTAL:	9,251.90
MENA	MENARDS - SYCAMORE						
23203	05/08/13	01	INV#23203	01-003-003-4680		05/08/13	62.52
				OPERATING SUPPLIES			
						INVOICE TOTAL:	62.52
						VENDOR TOTAL:	62.52
MOSA	MORTON SALT, INC						
5400158086	05/13/13	01	INV#5400158086	15-003-003-4600		05/13/13	6,579.50
				ICE CONTROL			
						INVOICE TOTAL:	6,579.50
5400161073	05/13/13	01	INV#5400161073	15-003-003-4600		05/13/13	5,330.26
				ICE CONTROL			
						INVOICE TOTAL:	5,330.26
5400161849	05/13/13	01	INV#5400161849	15-003-003-4600		05/13/13	2,660.94
				ICE CONTROL			
						INVOICE TOTAL:	2,660.94
						VENDOR TOTAL:	14,570.70
MUMADI	MUNICIPAL MARKING DISTRIBUTOR						
45248	05/08/13	01	INV#45248	01-003-003-4680		05/08/13	71.96
				OPERATING SUPPLIES			
						INVOICE TOTAL:	71.96
						VENDOR TOTAL:	71.96

NORAMESA NORTH AMERICAN SALT CO

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-----							
NORAMESA NORTH AMERICAN SALT CO							
70977874	05/08/13	01	INV#70977874	30-001-003-4680		05/08/13	2,937.05
				OPERATING SUPPLIES			
						INVOICE TOTAL:	2,937.05
70978832	05/13/13	01	INV#70978832	30-001-003-4680		05/13/13	2,933.50
				OPERATING SUPPLIES			
						INVOICE TOTAL:	2,933.50
70979420	05/13/13	01	INV#70979420	30-001-003-4680		05/13/13	2,938.23
				OPERATING SUPPLIES			
						INVOICE TOTAL:	2,938.23
						VENDOR TOTAL:	8,808.78
OFDE OFFICE DEPOT							
654948959001	05/08/13	01	INV#654948959001	01-002-003-4650		05/08/13	74.79
				OFFICE SUPPLIES			
						INVOICE TOTAL:	74.79
654949171001	05/08/13	01	INV#654949171001	01-002-003-4650		05/08/13	67.97
				OFFICE SUPPLIES			
						INVOICE TOTAL:	67.97
						VENDOR TOTAL:	142.76
OSEL O'SHEA ELECTRIC, INC							
8854	05/13/13	01	INV#8854	01-003-002-4270		05/13/13	665.00
				STREET LIGHT MAINT.			
						INVOICE TOTAL:	665.00
						VENDOR TOTAL:	665.00
PETPRO PETERSEN FUELS INC.							
2736	05/08/13	01	TRAN 2736	01-003-003-4660		05/08/13	33.01
				GASOLINE/OIL			
						INVOICE TOTAL:	33.01

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PETPRO	PETERSEN FUELS INC.						
2754	05/08/13	01	TRAN 2754	01-003-003-4660 GASOLINE/OIL		05/08/13	27.85
						INVOICE TOTAL:	27.85
2776	05/08/13	01	TRAN 2776	01-003-003-4660 GASOLINE/OIL		05/08/13	15.04
						INVOICE TOTAL:	15.04
2785	05/08/13	01	TRAN 2785	01-003-003-4660 GASOLINE/OIL		05/08/13	36.00
						INVOICE TOTAL:	36.00
2936	05/08/13	01	TRAN 2936	01-003-003-4660 GASOLINE/OIL		05/08/13	7.00
						INVOICE TOTAL:	7.00
2937	05/08/13	01	TRAN 2937	01-003-003-4660 GASOLINE/OIL		05/08/13	102.01
						INVOICE TOTAL:	102.01
2938	05/08/13	01	TRAN 2938	01-003-003-4660 GASOLINE/OIL		05/08/13	45.25
						INVOICE TOTAL:	45.25
2978	05/08/13	01	TRAN 2978	01-003-003-4660 GASOLINE/OIL		05/08/13	25.00
						INVOICE TOTAL:	25.00
2984	05/08/13	01	TRAN 2984	01-003-003-4660 GASOLINE/OIL		05/08/13	38.35
						INVOICE TOTAL:	38.35
407A	05/08/13	01	INV#407	01-003-003-4660 GASOLINE/OIL		05/08/13	-4.43
						INVOICE TOTAL:	-4.43

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-----							
PETPRO	PETERSEN FUELS INC.						
408	05/08/13	01	INV#408	01-003-003-4660		05/08/13	-5.60
				GASOLINE/OIL			
						INVOICE TOTAL:	-5.60
426	05/08/13	01	INV#426	01-003-003-4660		05/08/13	-7.88
				GASOLINE/OIL			
						INVOICE TOTAL:	-7.88
427A	05/08/13	01	INV#427	01-003-003-4660		05/08/13	-10.88
				GASOLINE/OIL			
						INVOICE TOTAL:	-10.88
428	05/08/13	01	INV#428	01-003-003-4660		05/08/13	-0.87
				GASOLINE/OIL			
						INVOICE TOTAL:	-0.87
						VENDOR TOTAL:	299.85
PFPE	PF PETTIBONE & CO						
27750	05/13/13	01	INV#27550	01-001-003-4650		05/13/13	36.75
				OFFICE SUPPLIES			
						INVOICE TOTAL:	36.75
						VENDOR TOTAL:	36.75
PROVEN	PROVENA						
796-48	05/08/13	01	RANDOM TESTING	01-003-004-4800		05/08/13	150.00
				MISCELLANEOUS EXPENSE			
						INVOICE TOTAL:	150.00
						VENDOR TOTAL:	150.00
QUCO	QUILL CORPORATION						
2208285	05/08/13	01	INV#2208285	01-001-003-4650		05/08/13	119.60
				OFFICE SUPPLIES			
						INVOICE TOTAL:	119.60

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-----							
QUCO	QUILL CORPORATION						
2244156	05/08/13	01	INV#2244156	01-001-003-4650 OFFICE SUPPLIES		05/08/13	25.99
						INVOICE TOTAL:	25.99
						VENDOR TOTAL:	145.59
RKQUSE	R.K. SERVICES INC.						
10395	05/08/13	01	INV#10395	01-002-002-4110 MAINTENANCE - VEHL.		05/08/13	38.70
						INVOICE TOTAL:	38.70
10427	05/13/13	01	INV#10427	01-002-002-4110 MAINTENANCE - VEHL.		05/13/13	39.30
						INVOICE TOTAL:	39.30
10433	05/13/13	01	INV#10433	01-002-002-4110 MAINTENANCE - VEHL.		05/13/13	80.00
						INVOICE TOTAL:	80.00
						VENDOR TOTAL:	158.00
SMEC	SMITH ECOLOGICAL SYSTEMS CO.						
17218	05/08/13	01	INV#17218	31-001-002-4160 MAINT. UTILITY SYSTEM		05/08/13	3,645.00
						INVOICE TOTAL:	3,645.00
						VENDOR TOTAL:	3,645.00
STAINS	STANDARD INSURANCE COMPANY						
JUNE 2013	05/08/13	01	ADM	01-001-001-4035 EMPLOYER LIFE INS.		05/08/13	51.39
		02	PD	01-002-001-4035 EMPLOYER LIFE INS.			86.14
		03	STR	01-003-001-4035 EMPLOYER LIFE INS.			31.32

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STAINS STANDARD INSURANCE COMPANY							
JUNE 2013	05/08/13	04	WTR	30-001-001-4035		05/08/13	15.66
				EMPLOYER LIFE INS			
		05	SWR	31-001-001-4035			15.66
				EMPLOYER LIFE INS			
						INVOICE TOTAL:	200.17
						VENDOR TOTAL:	200.17
STAP STAPLES ADVANTAGE							
8025542364	05/13/13	01	INV#8025542364	01-002-003-4680		05/13/13	186.67
				OPERATING SUPPLIES			
						INVOICE TOTAL:	186.67
						VENDOR TOTAL:	186.67
STEQCO STANDARD EQUIPMENT COMPANY							
39612	05/13/13	01	INV#39612	01-003-002-4120		05/13/13	4,459.94
				MAINTENANCE - EQUIP.			
						INVOICE TOTAL:	4,459.94
						VENDOR TOTAL:	4,459.94
SUBLAB SUBURBAN LABORATORIES, INC							
26329	05/08/13	01	INV#26329	31-001-002-4380		05/08/13	108.50
				OTHR PROF. SERVICES			
						INVOICE TOTAL:	108.50
26566	05/08/13	01	INV#26566	31-001-002-4380		05/08/13	508.50
				OTHR PROF. SERVICES			
						INVOICE TOTAL:	508.50
26848	05/08/13	01	INV#26848	30-001-002-4380		05/08/13	449.00
				OTHR PROF. SERVICES			
						INVOICE TOTAL:	449.00

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-----							
SUBLAB	SUBURBAN LABORATORIES, INC						
27081	05/08/13	01	INV#27081	31-001-002-4380 OTHR PROF. SERVICES		05/08/13	150.00
						INVOICE TOTAL:	150.00
27147	05/08/13	01	INV#27147	31-001-002-4380 OTHR PROF. SERVICES		05/08/13	553.50
						INVOICE TOTAL:	553.50
27224	05/08/13	01	INV#27224	30-001-002-4380 OTHR PROF. SERVICES		05/08/13	198.00
						INVOICE TOTAL:	198.00
27269	05/08/13	01	INV#27269	31-001-002-4380 OTHR PROF. SERVICES		05/08/13	858.50
						INVOICE TOTAL:	858.50
						VENDOR TOTAL:	2,826.00
SUTM	SUN TIMES MEDIA						
0000173130	05/08/13	01	ADV#100149442	01-001-002-4340 PRINT/ADV/FORMS		05/08/13	648.72
						INVOICE TOTAL:	648.72
						VENDOR TOTAL:	648.72
TRI-R	TRI-R SYSTEMS INCORPORATED						
003587	05/13/13	01	INV#003587	31-001-002-4160 MAINT. UTILITY SYSTEM		05/13/13	975.00
						INVOICE TOTAL:	975.00
						VENDOR TOTAL:	975.00
VAIN	VAFCON INCORPORATED						
1131104	05/08/13	01	INV#1131104	31-001-002-4160 MAINT. UTILITY SYSTEM		05/08/13	2,996.99
						INVOICE TOTAL:	2,996.99

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-----							
VAIN	VAFCON INCORPORATED						
1131106	05/08/13	01	INV#\$1131106	31-001-002-4160		05/08/13	2,696.05
				MAINT. UTILITY SYSTEM			
						INVOICE TOTAL:	2,696.05
						VENDOR TOTAL:	5,693.04
VSP	VISION SERVICE PLAN (IL)						
JUNE 2013	05/08/13	01	ADM	01-001-001-4037		05/08/13	5.39
				EMPLOYER VISION INS.			
		02	PD	01-002-001-4037			116.32
				EMPLOYER VISION INS.			
		03	STR	01-003-001-4037			37.11
				EMPLOYER VISION INS.			
		04	WTR	30-001-001-4037			10.78
				EMPLOYER VISION INS			
		05	SWR	31-001-001-4037			22.88
				EMPLOYER VISION INS			
						INVOICE TOTAL:	192.48
						VENDOR TOTAL:	192.48
WAMA	WASTE MANAGEMENT						
3373656-2011-7	05/08/13	01	ACCT#103-0070859-2011-9	29-001-002-4330		05/08/13	53.33
				GARBAGE DISPOSAL			
		02	ACCT#103-0003739-2011-5	29-001-002-4330			32,323.02
				GARBAGE DISPOSAL			
						INVOICE TOTAL:	32,376.35
						VENDOR TOTAL:	32,376.35
						TOTAL ALL INVOICES:	153,536.35