

VILLAGE OF HEBRON  
MCHENRY COUNTY, ILLINOIS

Monthly Meeting Minutes of the  
VILLAGE OF HEBRON BOARD OF TRUSTEES  
Monday, October 28, 2024

Village President Robert Shelton called the meeting of the Village Board to order at 6:00 p.m.

The meeting began with the Pledge of Allegiance.

**Trustees Present:** Roll call: Shepherd, Correll, Milarski, Stevens, Mindham, and Mogan answered aye to roll call.

**Also Present:** Attorney Smoron, Clerk Johnson, Sergeant Biancalana, and approximately 15 Visitors were in attendance.

**Motion to Approve the Illinois Municipal League Risk Management Association Invoice for coverage for 2025**

Trustee Milarski made a Motion to Approve the Illinois Municipal League Risk Management Association Invoice for coverage for 2025 and Trustee Shepherd seconded the motion. President Shelton explained that we use this coverage every year and save approximately \$10,000.00 by going with the Minimum/Maximum Contribution Agreement for 2025.

Trustee Shepherd, Correll, Milarski, Stevens, Mindham, and Mogan approved the motion by answering aye. Motion carried.

**Motion to Approve Ordinance authorizing the execution of the RMA Minimum/Maximum Contribution Agreement for 2025**

Trustee Shepherd made a Motion to Approve the Ordinance authoring the execution of the RMA Minimum/Maximum Contribution Agreement for 2025, and Trustee Mogan seconded the motion.

Trustee Shepherd, Correll, Milarski, Stevens, Mindham, and Mogan approved the motion by answering aye. Motion carried.

**Motion to Approve the Minutes of September 23, 2024, Village Board Meeting**

Trustee Milarski made a motion to approve the minutes of September 23, 2024, and Trustee Mindham seconded the motion.

Trustee Shepherd, Correll, Milarski, Stevens, Mindham, and Mogan approved the motion by answering aye. Motion carried.

**Motion to Approve September/ October 2024 Accounts Payable Balance**

Trustee Shepherd made a motion to approve September/October 2024 accounts payable balance. Trustee Milarski seconded the motion. Trustee Shepard reported that there are some bigger bills such as Artistic Pavements Co., in the amount of \$1920.00 for school crossing (Streets), Fred Herrera in the amount of \$14,700.00 (Water/Sewer), Illinois Municipal RMA in the amount of \$85,406.83 (Water/Sewer/Admin), McHenry Co Sheriff Dispatch in the amount of \$15,809.78 (Police), Sabel Mechanical in the amount of \$5,063.17 (Sewer/Water), and Jetco in the amount of \$ 2,750.00 (Water/Sewer). The Total from General fund is \$81,202.10 and Sewer/Water is \$118,801.62, and Grand Total of \$200,003.72. Trustee Milarski asked if the McHenry Co. Dispatch bill is per call or is that a fixed amount. President Shelton stated it is a fixed amount.

Trustee Mogan, Mindham, Stevens, Milarski, Correll, and Shepherd, approved the motion by answering aye. Motion carried.

**Presidents Report.**

President Shelton stated that the Jacobson/Woods Street project is completed and done within budget. The resurfacing looks good. Source Water Protection Plan, the Plan has been completed and submitted to IEPA. Prairie Street Water Main Project, Phase 1 & 2 street work is complete. Phase 3 is approved and ready to get started, work should begin shortly. Trustee Jonathan Mindham will be heading up the decorating and lighting of the gazebo in the community park. He has been part of the lighting festivities for the last couple of years and would be a great fit for the lighting of the gazebo. Dawn Milarski announced the winner of the Scarecrow contest. Most Creative – St. John’s Lutheran Church, Most Humorous- The Methodist Church, The Scariest - The Morris Family, and The Second Scariest- Harts Saloon.

**Public Comment.**

*Steve Morris, Planning and Zoning Committee*, concerned the Planning and Zoning is not being utilized appropriately. They were never made aware of the Jacobs/Woods project, people are moving into the 6-unit apartment building and the planning and zoning were not notified. There is a member that is being taken off the committee and the committee was never advised. Stated that in the Ordinances there is a procedure on how to remove a member and in the same Ordinance the president is to appoint a Chair on a yearly basis. Requesting that a Chair be appointed, and regular monthly meetings be scheduled.

*Pat Peterson*, stated that the Water Tower looks great! The Motion on the Bonus for Sergeant Biancalana does not say what he was getting or if the entire board gathered to agree on the bonus.

**Department Heads.**

*Dan Hughes, Water/Sewer Department*, Water tower has been cleaned and looks like new again. The water system is very reliable and pumps about 92,000 gallons a day. Village has 2 wells and a great system.

*Dan Nelson, Public Works*, getting plow trucks ready for winter, leaf pick up. Also, LRS will be vacuuming leaves on October 30<sup>th</sup> and November 20<sup>th</sup>.

*Katherine Andrus, Treasurer*, received a request for the PD vehicle grant to send a new balance sheet. The Senior Service Grant will not be funding the Village next year. Pat Althoff stated that she is trying to find us funding and Richmond Township is still willing to work with the Village. Tried for a grant at Northwestern and the Village was denied. Prairie Street did get funded and will hopefully start next week.

*Bruce Biancalana, Police Department*, everything is going well, and things are moving along. Received a grant for the less lethal Tasers. Total of 51 incidents from 9/23/2024 to 10/28/2024. The new Squad car is scheduled to be set up at the beginning of November. Working on putting the evidence into the computer system which will be tied to McHenry County system and going through old files. Has a couple officers that may be hired as part time officers.

**Motion to Remove Ken Hein as a Planning and Zoning Commissioner**

Trustee Milarski made a motion to Remove Ken Hein as a Planning and Zoning Commissioner. Trustee Mindham seconded the motion. President Shelton stated the Ken Hein has moved out of state and the Village has no employment paperwork. Trustee Mogan asked if he lived out of state now, President Shelton stated yes he in fact lives out of state.

Trustee Shepherd, Correll, Milarski, Stevens, and Mindham, approved the motion by answering aye. Motion carried.

**Motion to Approve Bonus for Sergeant Biancalana for interim coverage of Chief of Police duties.**

Trustee Mogan made a Motion to Approve Bonus for Sergeant Bruce Biancalana for interim coverage of Chief of Police duties. Trustee Stevens seconded the Motion. President Shelton stated that Sergeant Biancalana work approximately 784 hours that he has worked since the Chief has been gone. The 784 hours of work does include overtime, therefore at an additional \$10.00 above and beyond overtime and currently that would be a bonus of \$7840.00. Trustee Milarski made a Motion to go into Closed session to deliberate regarding specific compensation for a specific employee of the Village. Trustee Stevens seconded the Motion.

Trustee Milarski, Stevens, and Mindham, and Mogan all answered yes, and Trustee Correll and Shepherd answered no. Motion carried on a 4 to 2 vote. Trustee Milarski requested Katherine Andrus to join the session.

**Motion to go into Closed Session pursuant to Section 2(c)(1) of the Illinois Open Meetings Act to Discuss the Specific Compensation for a Specific Employee of the Public**

Trustee Milarski made a Motion to go into closed session as presented at 6:40 p.m. and Trustee Stevens seconded the motion. Trustee Milarski, Stevens, Mindham, and Mogan approved the motion by answering aye, Trustee Correll, and Shepherd answered nay. Motion carried from 4 to 2 vote.

Trustee Correll made a Motion to reconvene back into Open Session at 6:57pm. Trustee Mindham seconded the motion. Trustee Shepherd, Correll, Milarski, Stevens, Mindham, and Mogan approved the motion by answering aye, Motion carried.

**Motion to Approve Bonus for Sergeant Biancalana for interim coverage of Chief of Police Duties - Continued.**

Trustee Stevens thanked Sergeant Biancalana for all he has done for the Police Department and Community and the Village is so proud to have him.

Trustee Correll made a Motion to Approve a Bonus in the amount of \$7840.00 for Sergeant Biancalana for interim coverage of Chief of Police duties and Trustee Mindham seconded the motion.

Trustee Shepherd, Correll, Milarski, Stevens, Mindham, and Mogan approved the motion by answering aye, Motion carried.

**Motion to Approve the 2025 Village Board Meeting Dates**

Trustee Shepherd, Correll, Milarski, Stevens, Mindham and Mogan approved the motion by answering aye. Motion carried.

**Motion to Approve New Website Provider CivicPlus**

Clerk Johnson explained that she researched several Website designers and CivicPlus is the preferred provider and would bring our website ADA compliant, CivicPlus is very user friendly and has a lot of great features.

Trustee Mindham made a Motion to Approve new website provider CivicPlus not to exceed \$5000.00 to initiate process, Trustee Stevens seconded the motion.

Trustee Shepherd, Correll, Milarski, Stevens, Mindham and Mogan approved the motion by answering aye. Motion carried.

**Motion to Accept the FY25 Less Lethal Alternatives for Law Enforcement Grant for 5 Taser 7's**

Trustee Mogan made a Motion to Accept the FY25 Less Lethal Alternatives for Law Enforcement Grant for 5 Taser 7's and Trustee Stevens seconded the Motion. Trustee Mogan asked if Tasers will work with the computers that we currently have or will they need to be upgraded. President Shelton asked if the grant covers everything or what does that cover. Sergeant Biancalana stated that the grant covers the 5 Tasers 7's, and the remainder is \$2508.00 per year for the next four years the Village. Sergeant Biancalana will get quotes to upgrade the computers.

Trustee Shepherd, Correll, Milarski, Stevens, Mindham and Mogan approved the motion by answering aye. Motion carried.

**Motion to Approve Waiver of Fees for Charitable Raffle License for Hebron Community Food Pantry**

Trustee Stevens made a motion to Approve Waiver of Fees for Charitable Raffle License for Hebron Community Food Pantry. Trustee Shirlee Correll seconded the motion.

Trustee Shepherd, Correll, Milarski, Stevens, Mindham and Mogan approved the motion by answering aye. Motion carried.

**Motion to Approve Resolution providing for an Estimated Tax Levy for 2024**

Trustee Milarski made a Motion to Approve Resolution providing for an Estimated Tax Levy for 2024. President Shelton stated that the maximum to increase the level is 4.99% in which we do just about every year. The Cost of Living this year is 3.44%. Treasurer Kather Andrus stated that the past Tax Levy was approximately \$226,000.00. Based on the 3.44% Cost of Living the Village would get approximately \$234,000 for 2025. President Shelton stated that the requested percentage has been the standard for many years, and he added that the Village does not wish to go over 5 percent.

Trustee Shepherd, Correll, Milarski, Stevens, Mindham, and Mogan, approved the motion by answering aye. Motion carried.

**Attorney Report**

Attorney Smoron stated we are still waiting to hear from the Public Access Counselor about the FOIA request from the Northwest Herald.

**Board Comments.**

*Mark Shepherd*, concerned about not getting the grant for the senior bus. He is going to contact Pamela Althoff on this issue.

*Shirlee Correll*, Happy to see all the people that showed up and wished everyone a safe Halloween.

*Dawn Milarski*, very happy with the Trunk or Treating at the Library, was a huge success and hopes this will continue next year.

*Josh Stevens*, Trunk or Treating was a huge success and very happy with the participation. Thanked the Mindham's for donating candy. The library will be doing Trunk or Treating next year as well. Thanked Grace for all she does for the community. He wished everyone a Happy and safe Halloween.

*Jonathan Mindham*, Thank the community for coming out for the meeting. Thanked Sergeant Bruce Biancalana so much and really liked seeing him out in the Community. Enjoyed going to the MCCB meeting and enjoyed the experience. Happy Halloween and don't forget to vote.

*Mark Mogan*, Thanked Grace for coming out. Have A Happy Halloween and be safe. Happy Veterans Day. Thanked Bruce for all his work.

November 11, 2024, Meeting Cancelled.

**Adjournment.**

Trustee Mindham made a Motion to Adjourn, and Trustee Stevens seconded the motion. Motion carried. After a roll call vote which all approved, the meeting adjourned at 7:38 p.m.



Roxanne Johnson  
Village Clerk



Robert W. Shelton  
Village President

Minutes prepared by: Roxanne Johnson, Village Clerk

Note: These minutes are subject to further editing. Once approved by the Village Board, the official minutes will be kept on file at the Village Hall.

APPROVED: