

VILLAGE OF HEBRON
VILLAGE BOARD MEETING
OCTOBER 26, 2020

President Martinez called the meeting to order at 6:00 p.m.

The meeting began with the Pledge of Allegiance.

Trustees Shepherd, Ritzert, Lange, and Peterson, answered aye to roll call. Trustee Drevalas was absent.

Discussion and Vote to Approve minutes of September 14, 2020 Special Village Board Meeting

Trustee Peterson made a motion to approve the minutes of the September 2020 Special Village Board meeting. Trustee Ritzert seconded the motion. Trustees Peterson, Ritzert, Shepherd, and Lange approved the motion by answering aye. Motion carried.

Discussion and Vote to Approve September/October 2020 Accounts Payable

Trustee Shepherd reported that there was \$40,253.89 due in accounts payable for General Fund and \$40,538.47 due in the Water/Sewer Fund accounts payable. The total due for accounts payable was \$80,792.36. Trustee Shepherd made a motion to approve the September/October accounts payable as presented. Trustee Lange seconded the motion. Trustee Shepherd, Lange, Ritzert, and Peterson approved the motion by answering aye. Motion carried by all.

President's Report

President Martinez reported the Trunk or Treat event held in the municipal parking lot on Sunday, October 26 was a success. This event is put together every year by April Steele. Photos will be posted on the Village Facebook page. President Martinez thanked April for donating her time to this and other projects throughout the year.

She also announced that the Village Trick or Treat will be Saturday, October 31 between 3:00 p.m. and 7:00 p.m. She is asking all homes that are participating to leave their front house lights on even during the daylight hours. Those wishing to use tractors or otherwise cross Route 47 only at McKinley where the Village will have an officer present during Trick or Treat hours. She asked all to make sure to wear a mask.

In addition, she announced that the Police Department now has an official K-9 named Odin. He is a 14-month old German Shepherd who was donated to the Hebron Police Department three weeks ago by K-9's for U of Island Lake and Hebron resident, Julie Henri. Sergeant Alex Gohmann will be Odin's official handler and partner. She explained that Odin is friendly and has already visited with the pre-school classes at Alden-Hebron Elementary school. The Sergeant and Odin have plans to enroll into the Police K-9 Academy with the average cost being between \$8,000 and \$10,000. Donations are being accepted by the Police Department to cover these costs. Odin will be trained as a law enforcement officer who handles and uses his skills to assist in the execution of drug detection, possible cadaver location, pursuit and apprehension of subjects and possible explosive identification. Odin will be used for public relations until his training begins.

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She reported that the Village annual Christmas Tree lighting is scheduled for the Friday after Thanksgiving, November 27th at 5:00 p.m. President Martinez commended Tammy Lillie for her generous help decorating and securing donations for the decorations. She stated that more information will follow on the Hebron Facebook page and the website. The Christmas Light Contest for residents and businesses will be judged on the evenings of December 17th through the 19th. Winners will be announced at the Village Board meeting on December 28. She thanked all in advance for participating in this event.

President Martinez reported that through all the tough times currently, the Village has not had to cut or lay off any employee positions. She stated that the Village has an exemplary staff that is adhering to their budgets while working hard to keep the Village running smoothly with business as usual. She thanked the staff and the Village Board for this.

Commendation to Officer Schmoeller for Outstanding Service in the Line of Duty

President Martinez read a letter from an out of town citizen thanking Officer Schmoeller for his compassion and professionalism during a recent traffic stop. President Martinez thanked him for all he does for the Village of Hebron in such a positive manner. She presented him with a formal commendation certificate, and all congratulated him on a job well done.

Public Comment

There were no public comments.

Discussion and Vote to Approve a Proposed Meat Processing Facility at 10201 Church Street

President Martinez explained that while this business would be in proper zoning, our Code Enforcement Officer, Dick Ackerman, wanted clarity from the Board regarding food processing and if this business would fall under that category. The owners would also like to open a retail center to serve the community, which would be classified as a wholesale distribution outlet since they are the direct provider.

Steve Hoffmann gave an overview of what he is proposing. He said the animals would be staged in the morning and processed during the day. In addition to processing, he is proposing a retail store in the hopes of serving the Village as well as capturing Lake Geneva traffic.

Trustee Shepherd stated that he was concerned about where the animals would be held prior to processing. Mr. Hoffmann said they would add on an area on the north side of the building for staging the animals. This would run Monday through Friday; retail would include the weekend. Waste would be picked up two times a week by a rendering company. Trustee Shepherd voiced concern about run off waste affecting the sewer treatment plant. Jason Treat, the Village Sewer Treatment Plant Operator, explained that if they are not within certain parameters, the Village can shut the operation down. Jason stated that, if they are hauling the waste, it should be ok. He added that the Village should request hauling records two times per year.

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Frank Michalczyk stated that he would recommend purchasing a manhole sampler for testing which could total \$2,000.

Trustee Ritzert asked if the health department would inspect regularly. Mr. Hoffmann confirmed that the FDA would inspect, but he was not sure about the health department. He stated that eventually 15 animals a day would be processed. In response to Trustee Ritzert, he said the waste would be stored in plastic containers. Jason Treat asked for clarification on how many gallons of waste per day and he stated that a spill prevention plan would need to be provided to the Village. Mr. Hoffmann said they would use 55-gallon containers for waste storage. He added that they would use approximately 25-gallons of water per animal. Frank Michalczyk asked if any chemicals would be used and Mr. Hoffmann stated they use vinegar.

Jason Treat said that the Village does not have an approved pre-treatment program. Regarding industrial users, they must apply for one through the IEPA for permitting. He will check on the requirements for a small operation.

Trustee Ritzert asked about issues regarding water reclamation and if notification would be required to the proper authorities. President Martinez that it is zoned industrial and it is a permitted use. This being so, no notification would be needed.

Attorney Smoron said that some research should be done on this issue since it has been at least 25 years since there was such a business in the Village of Hebron. He thought it would be a good idea for Jason Treat and Frank Michalczyk check into what ordinances should be in place given this use and to protect the treatment plant (i.e., pre-treatment processes). He recommended that the Village send an informational letter to the residents and research if IEPA refers to the Village for an approved pre-treatment program. If so, the Village needs to make sure that such a pre-treatment program is in place.

President Martinez asked Jason to do more research with IEPA. Jason added that an industrial user with increased use could put the Village on their radar. President Martinez asked Jason to work with Mr. Hoffman to draft an informational letter. This issue was tabled until the next Village Board meeting on November 23.

Discussion and Vote to Approve Resolution Providing for an Estimated Tax Levy for 2020

President Martinez stated that the Village must pass a resolution yearly and the Village does this at 5 percent. She cautioned underestimating this number as it could lead to serious financial consequences. Treasurer Fotland stated that we cannot go over 5 percent and the tax levy will be presented at the next Village Board meeting for approval.

Trustee Shepherd made a motion to approve the resolution providing for an estimated Tax Levy for 2020. Trustee Lange seconded the motion. Trustee Shepherd, Lange, Ritzert, and Peterson approved the motion by answering aye. Motion carried by all.

Discussion and Vote to Ratify Approval of Resolution for Improvement under the Illinois Highway Code to Bigelow and Fourth Avenues

President Martinez reported that these improvements would use approximately \$80,000 of the Village MFT funds. Trustee Lange made a motion to approve ratification of the approval for improvements under the Illinois Highway Code to Bigelow and Fourth Avenues. Trustee Peterson seconded the motion. Trustee Lange, Peterson, Shepherd, and Ritzert approved the motion by answering aye. Motion carried by all.

Discussion and Vote to Approve an Ordinance amending Section III of the Village of Hebron Personnel Rules and Regulations Manual

President Martinez explained that this amendment was to correct a clerical error. She explained that it should read “nine” paid holidays and not “six.” In addition, regarding pay for working holidays the word “and” should be changed to “or.” This is regarding full-time employees and Attorney Smoron will make these changes.

Trustee Shepherd made a motion to approve the ordinance amending Section III of the Village of Hebron Personnel Rules and Regulations Manual as presented. Trustee Ritzert seconded the motion. Trustee Shepherd, Ritzert, Lange, and Peterson approved the motion by answering aye. Motion carried by all.

Discussion and Vote to Approve an Ordinance Authorizing the Village of Hebron to enter into an Intergovernmental Agreement with Alden-Hebron Community Consolidated School

President Martinez informed the Board that the Village insurance carrier, the Illinois Municipal League Risk Management Association, requires specific wording for the Village’s protection when using our school district’s bus or van for our Senior Grant. She stated that the Village made sure that the school district approved these changes prior to bringing it before the Village Board.

Trustee Lange made a motion to approve the ordinance as presented. Trustee Ritzert seconded the motion. Trustee Lange, Ritzert, Shepherd, and Peterson approved the motion by answering aye. Motion carried by all.

Discussion and Vote to Approve Illinois Municipal League Risk Management Association Invoice for Coverage in 2021

President Martinez stated that each year the Village is given multiple money saving options from IMLRMA. Once again, they are offering a 1 percent early payment discount (Option #1) if the payment is received no later than November 20, 2020.

Trustee Peterson made a motion to approve the early payment 1 percent discount (Option #1) for IMLRMA 2021 coverage. Trustee Lange seconded the motion. Trustee Peterson, Lange, Shepherd, and Ritzert, approved the motion by answering aye. Motion carried.

Discussion and Vote to Approve the Appointment of One Open Trustee Position and, if Approved, Swearing in of New Trustee

President Martinez stated that she is recommending resident, Tammy Lillie, to fill the open Trustee position vacated by Robert Wagner. Trustee Drevalas, in her absence, sent a note of approval of Ms. Lillie and President Martinez read it to the Board. All other trustees in attendance expressed that they thought Tammy would be a great addition to the Board.

Trustee Shepherd made a motion to approve Tammy Lillie for the open trustee position. Trustee Peterson seconded the motion. Trustee Shepherd, Peterson, Lange, and Ritzert, approved the motion by answering aye. Motion carried.

Department Head Reports

Department heads gave their reports. Superintendent of Public Works, Dan Nelson, stated that they are still picking up leaves throughout the Village daily.

Chief Donlea reported they have received Traffic Safety Grants and that they will be out on the streets regarding these with no cost to the Village.

Treasurer Fotland reported that she is still waiting on word regarding grants that have been applied for.

Attorney Report

None

Board Comments

Trustee Shepherd stated that he would like to see a line item to the budget regarding expenses for the new Police dog. He would also like to see something in the books to protect the Village if the officer leaves the Village during the academy training of the dog. He also mentioned concern that there were police vehicles sold without Board approval. President Martinez explained that the vehicles in question were not purchased by the Village; these were vehicles that were confiscated. Attorney will research this and get back to the Board. Trustee Shepherd also stated that regarding a K-9 officer, the police vehicle would have to be outfitted correctly to protect the dog.

Trustee Ritzert announced that she recently resigned from the McHenry County Board Senior Citizen Grant Commission. She also announced that she will not be running for Village of Hebron Trustee in April.

Trustee Peterson stated that six months ago she asked for Department Heads to report monthly regarding what work have been doing each month. She stated that, to date, she has not received any reports. President Martinez said that she will get this moving.

President Martinez reported that the Village Board meeting on November 9 will be cancelled and the next Board meeting will be held on Monday, November 23, 2020 at 6:00 p.m.

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Trustee Shepherd made a motion to adjourn at 7:19 p.m. Trustee Ritzert seconded the motion.
Motion carried by all voting aye.



Jean Attermeier,
Village Clerk



Kimmy Martinez,
Village President