

VILLAGE OF HEBRON  
VILLAGE BOARD MEETING  
APRIL 24, 2023

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

The meeting began with the Pledge of Allegiance.

Trustees Shepherd, Correll, Milarski, Stevens, Knaack, and Mogan answered aye to roll call.

Attorney Smoron was in attendance.

**Motion to Approve the Minutes of March 27, 2023, Village Board Meeting**

Trustee Stevens made a motion to approve the minutes of the March 27, 2023, Village Board meeting. Trustee Knaack seconded the motion. Trustee Stevens, Knaack, Mogan, Shepherd, Correll, and Milarski approved the motion with the corrections by answering aye. Motion carried.

**Motion to Approve the March/April 2023 Accounts Payable Balance**

Trustee Shepherd made a motion to approve the March/April 2023 accounts payable with no add-ons. Trustee Mogan seconded the motion. Trustee Shepherd reported that there were several higher-than-normal cost items on the accounts payable report for cold patch, road salt, excavating, water meters, water/sewer maintenance, and new check valves and spacers. Trustee Shepherd reported that there was \$18,091.76 due in accounts payable for the General Fund and \$26,853.75 due in the Water/Sewer Fund accounts payable. The total due for accounts payable was \$44,945.51. President Shelton stated that Motor Fuel Tax is what is used to pay for the road salt. He also explained that several of these large items accrued for prepping the south tower for repairs. Trustee Shepherd, Mogan, Knaack, Correll, Milarski, and Stevens approved the motion by answering aye. Motion carried.

**President's Report**

President Shelton began by wishing all a happy spring season. He then congratulated the newly elected trustees and stated that the swearing in for those trustees will be at the Village Board meeting of May 22. He reported that the south tower of the treatment plant is now being used and the north tower is ready for repairs and maintenance. He added that the plan is to switch the towers every one to two years allowing them to be maintained properly. He reminded residents that 4-wheelers and golf carts are not allowed on the Village roads. He stated that the Village is not responsible for the condition of water inside resident's homes. He added that the water/sewer department performs frequent water testing per IEPA requirements which have strict guidelines that must be followed and he added that the Village is in complete compliance. He asked residents to call the Village if they are having issues during normal business hours and if it is during off hours to leave a message and Village staff will work to respond the next day. Lastly, he stated that the parking in the downtown area is open parking. Businesses are not allowed to block parking to be used only for their business.

**Public Comments**

*April Steele, 12417 Wildflower Way*, stated that she was in attendance tonight with her daughter. She wanted everyone to know that it was “cookie sales” season and she was at the meeting representing the Girl Scouts of Hebron. She announced that her daughter was the top seller in the Potawatomi service unit thanks to Hebron residents. She was also in the top ten of the Rockford GSMI service unit sellers and succeeded in hitting her goal to win a trip to Disney. She thanked Crandall’s Restaurant for letting the girls sell cookies there every Friday night as well as Hoops, Hebron Animal Clinic, The Glass Barn, Geiles Barn, Woodstock Heating and Air Conditioning, Von Bergon’s, the Skamra Flooring Company and Fluffy Feathers Farms for helping her daughter meet her goal. At this time, her daughter presented a special thank you of flowers to Chief Gumble who waited until the end to purchase the remaining number of cookie boxes needed for her to win the Disney trip with a total cookie box sale of 3,250.

**Motion to Approve FY 2023-2024 Village Budget**

Trustee Shepherd made a motion to approve the FY 2023-2024 Village Budget. Trustee Correll seconded the motion. President Shelton stated that Treasurer Andrus was available on the phone to answer any questions. He also added that the Village Board held a special meeting on April 13<sup>th</sup> to discuss the proposed budget for FY 2023-2024 and the budget in front of the Board reflects the changes discussed at that meeting. He asked if there was any further discussion regarding the proposed budget. There was none. Trustee Shepherd, Correll, Milarski, Mogan, Knaack, and Stevens approved the motion by answering aye. Motion carried.

**Motion to Approve Sale of Village 2006 Dodge Durango to Junk Yard as Scrap**

Trustee Correll made a motion to approve the sale of the Village 2006 Dodge Durango to the junk yard as scrap. Trustee Knaack seconded the motion. Superintendent Dan Nelson reported that the vehicle does not run, is rusted, and has over 300,00 miles. Trustee Stevens stated that he trusts Dan’s opinion. Trustee Correll, Knaack, Mogan, Stevens, Milarski, and Shepherd approved the motion by answering aye. Motion carried.

**Motion to Approve Sale of Police Department Mercury Marquis as Surplus**

Trustee Milarski made a motion to approve the sale of the Police Department Mercury Marquis as surplus. Trustee Stevens seconded the motion. President Shelton stated that he appreciated the Chief and Officer Biancalana expressing their thoughts on this prior to this meeting. He went on to state that there were issues with the vehicle when Chief Sabet and Chief Donlea were in office with the car dying out when driven. Superintendent Dan Nelson reported that there were rust holes in the frame. Officer Biancalana stated he cannot dispute that there are holes in the frame which could be welded, but he stated that they do not affect the drivability and he also located a mouse nest near the wiring which is most likely the cause of the car dying while being driven. President Shelton asked who would do the welding. Officer Biancalana stated he and his welder could do it. He continued to state that his welder is certified and that he, himself, is a

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Rolls-Royce certified vehicle engineer. He added that there would be no cost to the Village for the welding. He also stated that he would drop the fuel lines out and replace them. President Shelton asked what it would be used for if brought back into service. Officer Biancalana said that it could be used as an unmarked car or just for backup. He said the car is truly a nice driving car and the tires are newer with limited miles on them. He mentioned that other areas have already been repaired such as new springs in the back, front end work and a new fuel pump was installed. He stated that it has about 96,000 miles on it. Superintendent Nelson added that the car can be put into surplus and still be kept. Attorney Smoron said that if the Village's intention is to keep the car and, to avoid any ambiguity, the Village Board should vote against the motion. Trustees Milarski, Stevens, Correll, Knaack, Mogan, Stevens, Milarski, and Shepherd voted nay. Motion denied.

**Police Department Vehicle Grant**

President Shelton stated that this item is only on the agenda as a requirement for a grant that has been submitted for a used police vehicle through agriculture department. The Village is hoping to hear whether it has been approved by the end of the summer.

**Motion to Approve Park Rental and Waiver of Fees for the Alden-Hebron Middle School**

Trustee Correll made a motion to approve the park rental and waiver of fees for the Alden-Hebron Middle School. Trustee Stevens seconded the motion. Trustee Shepherd stated that he thinks it is great that they are continuing to use the park. Trustees Correll, Stevens, Milarski, Shepherd, Knaack, and Mogan voted aye. Motion carried.

**Motion to Approve Replacing the Sidewalk from the Village Parking Lot on Route 173 to the Corner of Route 173 and Main Street not to exceed \$9,000**

Trustee Stevens made a motion to approve replacing the sidewalk from the Village parking lot on Route 173 to the corner of Route 173 and Main Street not to exceed \$9,000. Trustee Knaack seconded the motion. President Shelton stated that the portion of the sidewalk mentioned in the motion is in bad shape. He added that Superintendent Dan Nelson got an estimate for replacement from Beck Farms Excavating and Concrete for \$8,750. Dan reported that this company repaired the sidewalk in front of Champion Pizza several years ago and the Village has also used them for water leaks as well. He stated that he will get two more estimates to choose from. Discussion ensued as to the plan for repairs and Dan stated it would be a four-foot-wide sidewalk. President Shelton stated that the cost of these repairs will come out of the street budget. Trustees Stevens, Knaack, Mogan, Shepherd, Correll, and Milarski voted aye. Motion carried.

**Motion to Approve 2023 Lawn Care Maintenance Agreement Bid**

Trustee Stevens made a motion to approve the 2023 Lawn Care Maintenance Bid. Trustee Milarski seconded the motion. President Shelton stated that two bids came in and were V&V Lawn Care and B&B Lawn Care. He added that both bids met the requirements and V&V Lawn

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Care came in as the lowest bid so they would be the company that would be awarded the bid. He asked Superintendent Nelson if this bid looks in good order to which he replied “yes.” Trustee Shepherd mentioned that B&B Lawn Care has taken care of the Village for several years prior. Trustee Stevens asked whether fall cleanup was included in the cost of the B&B bid. President Shelton stated that it was included, but extra services (i.e., trimming, pruning, edging, etc.) would be an additional expense for time and material at \$45 per man hour. At this time, the owner of B&B Lawn Care, Fred Boal, asked to see the bid from V&V Lawn Care and Attorney Smoron read the proposed bid and gave Fred a copy. Trustee Mogan asked if the bid from V&V was for weekly service and the owner confirmed that it was. Trustees Stevens, Knaack, Mogan, and Correll voted to approve the bid from V&V Lawn Care. Trustees Shepherd and Milarski voted nay. Motion carried.

President Shelton told the owner of V&V Lawn Care to please provide proof of insurance as soon as possible. Fred Boal mentioned that he thought that the proof of insurance was supposed to be handed in with the bid proposal and that this was to be a sealed bid. He then asked if the bids were opened this evening. President Shelton deferred this question to Attorney Smoron who stated that he did not see anywhere in the bid requirements that it was a sealed bid. He asked Fred if he was reading this from something. Fred stated that this is the way it has been for the last thirteen years. Attorney Smoron did not feel that the requirement contemplated a sealed bid and it stated that staff would evaluate the contract, with the final selection subject to approval of the Village Board. Discussion ensued about the requirement of insurance. Attorney Smoron read the requirements for insurance stating that “proof of insurance must be provided prior to the contract being awarded.” He added that the contract will not be awarded until both the Village authorizes it and the President signs the contract. He feels that it would be reasonable for proof of insurance to be sent to the Village one to two days prior to the contract being signed. He explained that otherwise the Village would be asking the contractor to acquire insurance before they are awarded a contract. President Shelton reported that the bid from last year was not opened at the Village Board meeting. Discussion ensued as to requiring V&V Lawn Care to present proof of insurance by a certain time and it was determined that they must do so by Wednesday, April 26 by 2:00 p.m. or the Village will act on an alternate proposal. A consensus poll was taken to approve this time requirement recommended by Attorney Smoron and all agreed.

### **Department Head Reports**

*Dan Nelson, Superintendent of Public Works*, reported that they worked on additional storm clean up, brush pickup, repairs at the park due to vandalism are mostly completed, pothole patching has started again, repaired snowplow damage, fixed a water leak, and replaced ceiling lights. President Shelton thanked Chief Gumble and Officer Biancalana for following up with the payments for the vandalism to the park as they recovered all the \$1,100 for damages except for one payment of \$230.

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*President Shelton read the report for Frank Michalczyk, Water/Sewer Department, in his absence* that stated that on April 7<sup>th</sup> President Shelton and Trustee Knaack toured the water/sewer treatment plant. He also reported a sewer backup which was reported to IEPA, and on April 11<sup>th</sup> the south tower of the sewer treatment plant was up and running. He added that on the water side there were water meter change outs and on April 12 there was a water main break on Route 173 west of Route 47.

*Chief Gumble, Police Chief,* reported that the police department has employed three part-time employees since her start date of February 1<sup>st</sup> and they are all still in training. She reported that Officer Hernandez has been dealing with a family emergency and Detective Schneider, who works full-time for the Lake County Park District, is going to fill in while Officer Hernandez is out. She added that Officer Murphey, Chief at Zion Park District, has been hired and is very educated. She stated that he did the evacuation plan for the Village of Richmond and did a phenomenal job. He will be helping her with the school catastrophe emergency plan. She continues to interview officers and stated that Officer Chavez will be joining the police soon and he is fluent in both Spanish and English which is extremely helpful. In the month of April, officers received training classes on “Stop the Bleed” tourniquet and bandage application for injuries. They also received “taser” recertification and officers requalified for Illinois Training and Standards Board Annual Shooting Qualifications. Chief Gumble stated that there have been complaints about speeding within the Village and she wanted to report that Officer Biancalana has made every effort to write citations on his scheduled shifts. She added that he wrote six citations, one of them was for 35+ over the posted speed limit, and another was for 68 MPH in a 30 MPH posted zone and both were regarding a motorcycle.

Trustee Milarski asked for a summary of the vandalism to the park that was mentioned earlier in the meeting. Officer Biancalana stated that it involved five older children in which one broke the globe on the playground set and others broke poles. The younger children of the group tore apart the public bathrooms. Trustee Milarski thanked Officer Biancalana for his work on this.

*President Shelton read the report for Dick Ackerman, Building Inspector, in his absence as he is on vacation.* President Shelton stated that Dick held a meeting with the owner and did two inspections at 10410 Industrial Drive. He composed and sent three violation letters, responded to complaints regarding a yard appearance. In addition, he issued a sewer line replacement permit, had several discussions with the owner of Pixie Dawgs mobile truck, had discussions regarding a request for a refund of sewer tap on fees, followed up with the Village Engineer regarding a stormwater permit at 10521 Route 47, fielded calls from residents and realtors regarding permit procedures, zoning violations, answering questions and concerns, and communicated and assisted with other Village employees. Trustee Milarski asked what the violations mentioned in this report were for. President Shelton stated that he did not know. Trustee Milarski stated that, once again, Dick submitted a report that the Board had questions about and that Dick is not in

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attendance to help answer them. President Shelton instructed Trustee Milarski to send him an email asking for the specifics.

There were no other reports.

**Attorney Report**

No report

**Board Comments**

*Trustee Shepherd* did not have anything to report.

*Trustee Correll* said she would like to thank all for attending the meeting and she congratulated the police department for laying a good foundation for a good police department. She also congratulated the girl scout in attendance for winning her trip to Disney.

*Trustee Milarski* reported that last week she met with the Environmental Defenders and she was appointed to the McHenry Waterways Committee. She reminded the public that “No Mow May” is coming up and that those that want to participate must register with the Village. She also reminded everyone that “National Night Out” will be held on July 29 and anyone interested in participating in the July 1<sup>st</sup> parade should contact her. President Shelton mentioned that it may be possible to acquire a flatbed trailer for certain groups to ride on in the parade such as the school band, the 4-H Club, and the scouts. Trustee Milarski mentioned that if anyone wants a flyer to post regarding any of these events to please contact her.

*Trustee Stevens* thanked the Police Department and the Public Works Department for all that they have done for the Village. He also congratulated Summer Steele for her accomplishment. He reported that he heard that there was a group on Facebook talking about organizing welcome baskets to give to new residents. He would possibly be interested in heading this up. Trustee Milarski asked him to speak with resident, Karen Lalor, regarding this. He stated that he sees a recent positive direction that the Village is heading in and he would like to keep this going.

*Trustee Knaack* did not have anything to report.

*Trustee Mogan* thanked the Police Department and Public Works for the good job that they do for the Village. He also congratulated Summer Steele for winning her trip to Disney. He wished all mothers a happy Mother’s Day.

President Shelton reported that the Village Board meeting on May 8<sup>th</sup> is cancelled and the next Board meeting will be on Monday, May 22, at 6:00 p.m. where the entire Village Board will be sworn in.

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**Adjournment**

Trustee Knaack made a motion to adjourn at 7:18 p.m. Trustee Shepherd seconded the motion. Trustee Knaack, Shepherd, Correll, Milarski, Stevens, and Mogan approved the motion by answering aye. Motion carried by all.



Jean Attermeier,  
Village Clerk



Robert W. Shelton  
Village President

