

VILLAGE OF HEBRON  
VILLAGE BOARD MEETING  
SEPTEMBER 25, 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 August 28, 2023, Village Board Meeting**

Trustee Milarski made a motion to approve the minutes of the August 28, 2023, Village Board meeting. Trustee Knaack seconded the motion. Trustee Milarski, Knaack, Shepherd, Correll, Stevens, and Mogan approved the motion by answering aye. Motion carried.

**Motion to Approve the August/September 2023 Accounts Payable Balance**

Trustee Shepherd made a motion to approve the August/September 2023 accounts payable balance. Trustee Correll seconded the motion. Trustee Shepherd pointed out that there were large bills including CSI for computer services, Hawkins for water and sewer chemicals, Home Depot for miscellaneous supplies for cleaning the sewer tank, and USA Blue Book for cleaning items for the plant. Trustee Shepherd reported that there was \$14,889.31 due in accounts payable for the General Fund and \$25,814.05 due in the Water/Sewer Fund accounts payable. The total due for accounts payable was \$40,703.36. Trustee Shepherd reported that there were no add-ons this month. Trustee Shepherd, Correll, Milarski, Stevens, Knaack, and Mogan approved the motion by answering aye. Motion carried.

**President's Report**

President Shelton reported that the Hebron Alden Annual Pig Roast went well and added that it was nice to see so many in attendance and the Hebron Fall Fest was well attended and included all the tractors, vendors, cars, and food vendors. He reported that the Prairie Avenue water main project is getting ready to begin and he announced that the Village Engineer, Frank Cuda, will speak about this project during the meeting tonight. President Shelton continued by stating that that he and Trustee Knaack are working on revising the downtown parking ordinance to make improvements. He mentioned that he and Trustee Milarski are also working on revisions to the solicitor, peddler, and vendor ordinance. They have had input from Chief Gumble for this ordinance update. Overall, President Shelton stated that the Village is working on reviewing and revising other ordinances as well.

**Public Comments**

*Joann Lange, 10309 Sharon Lane*, brought up what she described as a "sore subject" and was referring to the vendors on the northwest corner of Route 173 and Route 47. She stated that she is aware that the Village is working on an ordinance to address this corner. She added that she is hoping that this ordinance states that whoever has a "pop up" business must take them down and not leave them there indefinitely.

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*Lynette Lange, 10309 Sharon Lane*, spoke regarding Country View Acres stating that tar and gravel were put down on the streets as the Village funds cannot support repaving at this time. She said that the roads there are now terrible and she feels like they are basically gravel roads. She is concerned that this winter the plows will dig up the roads even more and the gravel will end up in residents' yards. She asked the Village to consider sweeping those roads.

*Pat Peterson, 10212 Main Street*, questioned the motion on the agenda to approve all third-party inspections and review fees be passed on to the applicant at the discretion of the building official and/or the Village President. She asked the Board to discuss this motion and explain to the public what a third-party inspection means as well as what discretion pertaining to this motion means. She stated that she feels the Village President is not qualified to approve inspections as well as fees and it should be left to the licensed professional building inspector.

**CDBG Grant Prairie Street Water Main Discussion with Scheflow Engineering**

President Shelton stated that this agenda item is for discussion only and he asked Frank Cuda, Village Engineer, to attend the meeting to discuss the details of this project to the Village Board as well as to the public. Frank Cuda reported that he brought three boards to review with the final engineering profile sheets on them for the water main improvements running from Main Street to Union Street. He added that the bid date is set for October 12th and the Village must advertise it in the paper two weeks and one week prior to the bid opening. Frank stated that the Village has \$360,000 of funds from the County for the two phases of the grant and the Village must come up with 10 percent of the cost of the project per the grant requirements. Frank said that they will start the project at Main Street with a new 12-inch water main and will replace hydrants and services. He added that once it is all installed, tested, and chlorinated they will transfer over the services to the new main. It will be the homeowner's responsibility to connect from the B-Box to their homes, and if they find lead lines, they will be required to have them replaced. President Shelton stated that from when the grant was applied for to now, there has been a considerable amount of time that has elapsed and prices that changed. President Shelton stated that the bids may come in are higher than the grant amount as costs have increased. He asked Frank what the options would be if this were the case. Frank Cuda stated that the Village has two options which would be to cut the project short as funds allowed or to award the whole contract, do the work and pay the extra. Frank said that ultimately the goal is to extend this project the whole length of Prairie Avenue.

Trustee Knaack asked how long this project will take. Frank Cuda stated that if the weather cooperates, he anticipates the water mains being serviceable within six to eight weeks with the road and other restoration to be completed in the spring. President Shelton asked how this will impact the businesses and residents on Prairie during construction. Frank stated that the Village will make sure that there will be continual access to properties as much as possible. Trustee Milarski asked who would be doing the lead testing. Frank Cuda stated that it will be obvious when they uncover the piping if it is lead or not. He added that copper piping will be used from the new main to the properties. Trustee Knaack asked how residents will be notified that this work will be done. Frank Cuda stated that it is in the contract documents that the contractor is responsible to notify property owners 24 hours prior to disrupting water service, a driveway or

whatever. He added that this will be carefully coordinated by the contractor, the engineer, and the property owners. Frank Cuda said that hydrants will be replaced and they will notify the Fire Department of this. Discussion ensued about other utilities interrupted during the construction. Frank Cuda stated that the road will have new asphalt when completed and the project will affect 31 homes. He finished by stating that they will install the new main, install the new services up to the property line, test, chlorinate, and get approval from IEPA that it is all working, and then start making the new connections.

**Motion to Approve an Ordinance Amending Title 4, Building Codes, of the Hebron Municipal Code to Replace the Current Requirements for Swimming Pools with the International Swimming Pool and Spa Code; 2015 Edition**

Trustee Knaack made a motion to approve the motion as presented. Trustee Stevens seconded the motion. President Shelton asked the Building Inspector, Dan Streit, to give an overview of what is being presented. Dan Streit explained that when the Village adopted the 2015 Code Book it had a section Appendix G regarding pools. Since then, Appendix G was removed and they created a separate book pertaining just to pools and spas. This came about because of all the new pools, aquatic pools, and spas that are now available to the public. The Village of Hebron had a barrier requirement of six feet around a pool. He stated that this is the only municipality he knows that has that stringent requirement. Dan Streit is recommending eliminating this requirement and adhering to the International Swimming Pool and Spa Code; Edition 2015. He added that if a pool holds only 24 inches or less of water then you do not need a barrier, but if it is more than that you would need a barrier. He also explained the regulations for inground pools. An applicant must give all the specifications to obtain a permit. Trustee Knaack, Stevens, Mogan, Shepherd, Correll, and Milarski approved the motion by answering aye. Motion carried.

**Motion to Approve All Third-Party Inspections and Review Fees be Passed on to the Applicant at the Discretion of the Building Official and/or the Village President**

Trustee Shepherd made a motion to approve the motion as presented. Trustee Milarski seconded the motion. Building Inspector, Dan Streit, stated that what is being reviewed here is building review fees and building inspection fees. He added that this is not a discussion regarding inspections themselves. He is suggesting that the building review and fees associated with it be passed on to the applicant or the builder. He gave examples of fees that are passed on to keep the Village or the taxpayers from absorbing these costs. He said that this is a very common practice. Dan said that when things slow down during the winter months, he is going to review the Village fee requirements to keep them in line with what is fair to the applicants, adjust if necessary, and then receive approval of the Board to make changes. He said that approving this would be only for the time being until all the fees reviewed and are adjusted. Attorney Smoron added that this would be an interim step until Dan can make suggestions to the Board and then incorporate them into the fee schedule. He continued stating that this would include considering Dan's fees, Board approval, and considering the Village staff time that is involved in this process. Dan said that his goal is to have this ready and in place by January 2024. He added that these fees would be part of the payment for the permit. Trustee Shepherd, Milarski, Correll, Mogan, Knaack, and Stevens approved the motion by answering aye. Motion carried.

**Motion to Approve an Ordinance Establishing Employees' Right to Paid Leave**

Trustee Mogan moved to approve the motion as presented and Trustee Stevens seconded the motion. Attorney Smoron said this is a motion to consider the State mandated paid leave in respect to part-time employees. He added that it incorporates the minimum that the Village must do. Attorney Smoron read Section 1-5-7; Paid Leave Rights of the Ordinance to the Board and the public. He stated that the Village Board can make adjustments, but it would not be done through ordinances. President Shelton stated that this allows the parttime officers and employees to accrue paid vacation. They would need to earn paid leave under the auspices of this legislation. Attorney Smoron stated that the employee would not have to provide a reason for leave per this legislation. He also explained that he doesn't believe that paid leave can be rolled over to the next consecutive year and he believed that this would go into effect on January 1, 2024. President Shelton asked if it is pertaining to the fiscal year or the calendar year. Attorney Smoron stated that he would confirm that for the Village. Trustee Mogan, Stevens, Knaack, Milarski, Correll and Shepherd approved the motion by answering aye. Motion carried.

**Motion to Approve Resolution for MFT Salt Expenditures**

Trustee Knaack moved to approve the motion as presented and Trustee Mogan seconded the motion. Treasurer Andrus stated that this resolution is for the salt expenditures by the Village in 2023 asking the Stated to reimburse the Village general fund by using MFT funds. Trustee Shepherd asked that the motion include the total cost of \$17,523.25. Trustee Mogan and Trustee Knaack agreed to amend the motion to include the total expenditure. Trustee Knaack, Mogan, Correll, Milarski, Shepherd, and Stevens approved the motion by answering aye. Motion carried.

**Motion to Approve the Alden-Hebron Vacation Bible School and Hebron Public Library Haunted 5K Fun Run/Walk**

Trustee Correll moved to approve the motion as presented and Trustee Shepherd seconded the motion. Trustee Stevens stated that Laura Leedle had asked him to speak on this. He reported that this event is to benefit the Alden-Hebron Vacation Bible School and will be sponsored by the library, and the local Methodist and Lutheran Churches. The event is open to the public. The library will also host a party after the event. He stated that all the money raised will be going to the Vacation Bible School to be used for supplies. He added that they are asking for the Hebron Police Department to assist with the event and he gave a short summary of the route. Trustee Stevens will get the necessary information to the Police Department as soon as possible. Trustee Correll, Shepherd, Milarski, Stevens, Knaack, and Mogan approved the motion by answering aye. Motion carried.

**Motion to Approve Holding a Scarecrow Decoration Contest on the Main Street Light Poles**

Trustee Stevens moved to approve the motion as presented and Trustee Knaack seconded the motion. Trustee Milarski stated that this scarecrow contest will be judged under four categories which would be scariest, most colorful, most creative, and most humorous. It is open to families, singles, and businesses. She stated that it would start on September 27 and contestants would have to complete an application to enter the contest. Trustee Milarski added that this would help

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the Village make sure contestants are held accountable for cleanup after the event concludes. She stated that the judges would be the Village Board, the judging would take place on October 18th and the winners would be announced at the Village Board meeting on Monday, October 23rd. She said that the winners would receive ribbons. Trustee Milarski confirmed that the contestants would have to follow the rules of the contest and be responsible for removing everything from their assigned pole by November 4th. She added that there are 8 poles eligible. Discussion ensued as to whether the Trustees would be eligible to participate and it was determined that they would not be eligible as they are the judges. Trustee Stevens, Knaack, Mogan, Shepherd, Correll, and Milarski approved the motion by answering aye. Motion carried.

**Motion to Ratify Approval of HAG Fire and Rescue Association One-day Liquor License for the Annual Pig Roast**

Trustee Correll moved to approve the motion as presented and Trustee Knaack seconded the motion. Trustee Correll, Knaack, Shepherd, Milarski, Stevens, and Mogan approved the motion by answering aye. Motion carried.

**Department Head Reports**

President Shelton asked the *Building Inspector, Dan Streit*, to give a brief overview of the activity in his department. Dan stated that two building permits were issued in the month of September. He added that when he is in the office on Wednesdays, he has been reviewing all the 2022 permits that are outstanding. He has been calling the applicants and/or the contractors asking if the work has been done and, if it has, asking if he can visit the site, do the inspection, and close out the permit. Dan said there are roughly 25-30 permits that have not been closed out. Once he has completed the 2022 permits, he will concentrate on the 2023 permits. He stated that going forward he hopes to have a more streamlined system in place.

*Katherine Andrus, Treasurer* reported that regarding the Senior Service Grant, the County no longer wants to fund other municipalities with taxpayer funds. She stated that Pam Althoff had a discussion with Richmond/Burton, McHenry Township, and herself to determine if a transportation district could be formed in this area. She said the County wants to shift funding from the Senior Service Grant Commission to it being funded by social services for transportation through PACE. Treasurer Andrus stated that she was not in favor of relying on PACE as they are inefficient in servicing this area. She said that Pam Althoff is aware of this issue and she understands that Hebron, being the unique outlier of the county, must deal with the long distances to travel to services. Treasurer Andrus announced that the County allotted \$50,000 between Hebron, Richmond, and McHenry Township. She feels that the Village Hebron will most likely receive grant funds for this year, but moving forward the big push would be to create a transportation district to pool resources. She feels that the Village of Hebron will get better service this way. Trustee Shepherd feels confident that the Village of Hebron will receive funds as Pam Althoff is a big backer of Hebron. He added that the program was originally set up to keep seniors in independent living situations as long as possible.

*Chief Gumble, Police Chief*, reported that for the last month the total calls was 208. Chief Gumble stated that the McHenry County Regional Training Center and Firing Range is under

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construction with completion expected in the fall of 2023 and will be located at 655 Village Hall Drive in Cary, IL. This property will give local police officers and other first responders the opportunity to train in McHenry County. She added that it will have a firing range which will include a 50-yard range and classroom for firearm instruction which will be very helpful to Hebron's department as they will not have to outsource for this. Chief Gumble also reported that they handled 11 subpoenas/video records, 3 vehicle accident reports, 6 background military checks, 8 Violations-of-Village-Ordinance, 42 traffic citations, 26 warnings were issued, and 12 traffic arrests. Chief Gumble explained the SAFE-T Act and how it is being implemented. She read a list of non-detainable offenses that would fall under this act. She stated that this is very different from what the public is used to as many people previously held would be out on the street.

*Dan Nelson, Superintendent of Public Works*, reported that they helped with the fire departments pig roast, they worked on a storm drain near Trustee Correll's house and he added that there are several other collapsed drains in the same area that will need to be rebuilt, they also put down some cold patch, and they repaired a few of the police cars.

*Dan Nelson reported for Frank Michalczyk, Water and Sewer Department*, stated that there were no water meters installed this month, but there were a lot of final reads. He continued to report that on the sewer side the Wastewater Treatment Plant is running on the north side and will stay that way until the south side repairs are completed with the switch over happening in the late spring.

There were no other reports.

### **Attorney Report**

None

### **Board Comments**

*Trustee Knaack* thanked all attending the Board meeting. She stated that she was happy that the previous administration received a grant for the Prairie Street Water Main replacement and wanted to give them credit for it as well as stating that this Board will see that project through.

*Trustee Correll* thanked all for attending. She stated that she participated in the Hebron Fall Fest by bringing cookies to the event which was a big hit. They went through at least five dozen cookies.

*Trustee Stevens* thanked everyone for attending. He thanked everyone for attending the Homecoming festivities. He asked that people continue to access the Village Facebook page for information as the library will have some events in October and it will be posted there.

*Trustee Milarski* reported that Trustee Knaack spearheaded a group of master gardeners to plant native plants in front of all the Village signs. She thanked Trustee Knaack for her efforts.

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*Trustee Shepherd* stated that the community is really coming together with all the events this year. He said he was happy to see this. He asked if Lennar would be holding a meeting at the school again. President Shelton reported that Lennar sent a personal invitation to the residents in Trails of Hebron. He stated that this pertains directly to them.

President Shelton reported that the October 9th Village Board meeting has been cancelled and the next Village Board meeting will be held on October 23rd at 6:00 p.m. in the Village Hall.

**Adjournment**

Trustee Knaack made a motion to adjourn at 7:50 p.m. The motion was seconded by Trustee Milarski. Trustee Knaack, Milarski, Stevens, Mogan, Correll, and Shepherd approved the motion by answering aye. Motion carried by all.



Jean Attermeier,  
Village Clerk



Robert W. Shelton  
Village President