

Village of Hampshire
Village Board Meeting
Thursday May 7, 2020 – 7:00 PM
Hampshire Village Hall – 234 S. State Street

AGENDA

1. Call to Order
2. Establish Quorum (Physical and Electronic)
3. Pledge of Allegiance
4. Citizen Comments
5. Approval of Minutes April 16, 2020
6. Village Manager's Report
 - a. Announcement of IDOT Rebuild Illinois Grant to Hampshire. (Josh Wray)
 - b. Discussion of Guidelines for Reopening Hampshire Businesses. (Jay Hedges)
 - c. A Motion to Approve a Reduction in the Performance guarantee for Love's Travel Stop from \$3,168,778.27 to \$826,300.48. (Brad Sanderson).
 - d. An Ordinance Amending the Provisions Relating to the Powers and Duties of the Office of Village President. (Mark Schuster)
 - e. A Resolution Approving an Amendment of the Village's Expense Reimbursement Policy. (Jay Hedges)
 - f. A Resolution Approving Illinois Farmers Market Association Guidelines for Farmers Markets Operating during the Covid-19 Pandemic. (Jay Hedges)
 - g. An Ordinance establishing Regulations Governing Mobile Food Vendors in the Village. (Mark Schuster)
7. Village Board Committee Reports
 - a) Business Development CommissionVillage Board Committee Reports – Continued
 - b) Finance
 1. Accounts Payable
 - c) Public Relations
 - d) Planning/Zoning
 - e) Public Safety
 - f) Fields & Trails
 - g) Village Services
 - h) Public Works
8. New Business
9. Announcements
10. Executive Session
11. Any items to be reported and acted upon by the Village Board after returning to open session

12. Adjournment

Attendance: By Executive Order of the Governor, No. 2020-10 and No. 2020-18, all public meetings and public hearings for essential governmental services through May 30, 2020, may be held by video or tele conference, provided there is an accommodation for the public to participate, and submit questions and comments prior to meeting. If you would like to attend by Video or Tele Conference, you must e-mail the Village Clerk with your request no later than 24 hours prior to the meeting and a link to participate will be sent to your e-mail address the day of the meeting, including all exhibits and other documents (the packet) to be considered at the meeting.

Public Comment: Comments or questions may be submitted to the Village Clerk no later than 4:00 PM on the day prior to the meeting, by email to Lvasquez@hampshireil.org. Any written comments so received shall be noted in the minutes of the meeting.

The Village of Hampshire, in compliance with the Americans with Disabilities Act, requests that persons with disabilities, who require certain accommodations to allow them to observe and/or participate in the meeting(s) or have questions about the accessibility of the meeting(s) or facilities, contact the Village at 847-683-2181 to allow the Village to make reasonable accommodations for these persons

**VILLAGE OF HAMPSHIRE
REGULAR MEETING OF THE BOARD OF TRUSTEES
MINUTES
April 16, 2020**

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, April 16, 2020.

Present: Aaron Kelly, Christine Klein, Michael Reid,

Electronic: Toby Koth, Ryan Krajecki, Erik Robinson, Village Attorney Mark Schuster, Village Engineer Brad Sanderson.

Absent: None

Also Present: Village Manager Jay Hedges, Village Clerk Linda Vasquez, Village Finance Director Lori Lyons, Village Intern Josh Wray, Hampshire Police Chief Brian Thompson.

A quorum was established.

President Magnussen led the Pledge of Allegiance.

MINUTES

Trustee Klein moved to approve the minutes of April 2, 2020, with the change on the first page roll call vote two nays - Kelly, Koth. About the emergency pandemic.

Seconded by Trustee Kelly

Motion carried by voice vote.

Ayes: Kelly, Klein, Krajecki, Robinson, Reid, and Koth

Nays: None

Absent: None

Public Hearing

Village President Magnussen opened the public hearing at 7:01 PM

The hearing is to allow residents to provide comment on the FY 2020/21 budget. The notice was published in the Daily Herald Newspaper April 9, 2020, and was made available for the public to view.

Finance Director Lyons presented a synopsis of 2020/2021 budget and highlighted some key points in the budget.

Ms. Lyons thanked the Finance Committee and village staff for their input.

No public comments were made.

Trustee Klein thanked her committee for doing a fine job working on the budget.

Village President Magnussen closed the public hearing at 7:09 PM

The regular village board meeting was called to order at 7:09 PM

VILLAGE MANAGER REPORT:

Village Manager Hedges reported a few changes made to the FOP agreement and thanked Officer Huber for working with us. This contract is for May 1, 2020 – April 30, 2023.

Trustee Koth moved to approve the Agreement between the Illinois Fraternal Order of Police Labor Council and the Village of Hampshire.

Seconded by Trustee Krajecki
Motion carried by roll call vote
Ayes: Kelly, Klein, Koth, Krajecki, Reid, Robinson
Nays: None
Absent: None

Trustee Kelly moved to table B: Love's Travel Stop reduction in the performance bond to \$826,300.48, until the next meeting. There are no waivers from Love's that were submitted.

Seconded by Trustee Klein
Motion carried by voice vote
Ayes: Kelly, Klein, Koth, Krajecki, Reid, Robinson
Nays: None
Absent: None

Trustee Krajecki moved to authorize the purchase of a 2019 AWD Ford Police Interceptor sedan and associated equipment for \$34,957 including title transfer and municipal plates. It will come out of the general fund on this year's budget, and the P.D will sell the old car.

Seconded by Trustee Koth
Motion carried by roll call vote
Ayes: Kelly, Klein, Koth, Krajecki, Reid, Robinson
Nays: None
Absent: None

Trustee Kelly moved to authorize the purchase of a 2018 Dodge Ram ST Crew Cab 4x4 pickup for \$29,210.00 including title transfer and municipal plates. This will be funded from the Water and Sewer line item in the budget this year.

Seconded by Trustee Koth
Motion carried by roll call vote
Ayes: Kelly, Klein, Koth, Krajecki, Reid, Robinson
Nays: None
Absent: None

Trustee Klein moved to approve to transfer an additional \$2,000 to the police pension fund before April 30th to assure that the Village makes the actuarial recommended contribution for FY20.

Seconded by Trustee Reid
Motion carried by roll call vote

Ayes: Kelly, Klein, Koth, Krajecki, Reid, Robinson
Nays: None
Absent: None

Trustee Klein moved to approve Ordinance 20-13; the budget of the Village of Hampshire for the fiscal year beginning May 1, 2020 and ending April 30, 2021.

Seconded by Trustee Kelly
Motion carried by roll call vote
Ayes: Kelly, Klein, Koth, Krajecki, Reid, Robinson
Nays: None
Absent: None

Trustee Kelly suggested that Staff should begin working on a 5-year financial plan. Village Manager Hedges agreed and indicated that is a Staff priority for FY 2021.

Village President Magnussen read the Arbor Day proclamation. We will be planting a tree donated from Trees Unlimited in Henpeck Park April 24, 2020 at 11 a.m.

Village President Magnussen read the Clerks Proclamation.

Trustee Reid moved to approve the reappointment of Chip Hessenflow to the police pension commission which will expire 2022.

Seconded by Trustee Klein
Motion carried by voice vote.
Ayes: Kelly, Klein, Krajecki, Robinson, Reid, and Koth
Nays: None
Absent: None

Trustee Reid moved to approve the reappointment of Maureen McGreevy to the police n commission which will expire 2023.

Seconded by Trustee Klein
Motion carried by voice vote.
Ayes: Kelly, Klein, Krajecki, Robinson, Reid, and Koth
Nays: None
Absent: None

VILLAGE BOARD COMMITTEE REPORTS

a. **Business Development**- BDC will not be having a meeting this month

b. **Finance**-

Trustee Klein moved to approve the Accounts Payable in the sum of \$6,891.97 to employee/trustee Aaron Kelly, Brian Thompson, Cody Grindley, Doug Brox, John Huff, Mark Montgomery, Nicholas Orsolini Ryan Grinias, and Sean Horne paid on or before April 22, 2020.

Seconded by Trustee Reid
Motion carried by roll call vote
Ayes: Klein, Koth, Krajecki, Reid, Robinson

Nays: None
Absent: None
Abstained: Kelly

Trustee Klein moved to approve the Accounts Payable in the sum of \$173,455.99 paid on or before April 22, 2020.

Seconded by Trustee Robinson
Motion carried by roll call vote
Ayes: Kelly, Klein, Koth, Krajecki, Reid, Robinson
Nays: None
Absent: None

Trustee Klein thanked the finance committee, Finance Director Lyons, and Village Manager Hedges in a fine job getting this budget done.

c. **Public Relations** – No report

d. **Planning/Zoning** – Village Manager Hedges reported there will be a zoning meeting May 12, 2020 at 7 p.m.

e. **Public Safety** – No report

f. **Fields & Trails** – No report

g. **Village Services** – Trustee Kelly reported WM was wondering if we had an ordinance about wearing a face mask like other towns do, to which he told them we do not. Recycling has now started red tagging the bins which are not correct. We have had some complaints already.

Trustee Reid and Trustee Kelly are going to Whiskey Acres tomorrow to pick up 240 gal. of hand sanitizer.

WM will be having a webinar on Earth Day about recycling.

h. **Public Works** – Trustee Koth reported they are out putting flags for utilities and patching potholes. They offered employment to two new employees.

Village Manager Hedges said Josh Wray is doing a great job and has a bright future ahead of himself, he will be with us for 2 years.

ADJOURNMENT

Trustee Reid moved to adjourn the Village Board meeting at 8:00 p.m.

Seconded by Trustee Kelly
Motion carried by voice vote
Ayes: Kelly, Klein, Robinson, Krajecki, Koth, and Reid.
Nays: None
Absent: None

Linda Vasquez Village Clerk



Village of Hampshire

234 S. State Street, Hampshire IL 60140
Phone: 847-683-2181 www.hampshireil.org

Memorandum

TO: President Magnussen; Board of Trustees
FROM: Josh Wray, Assistant to the Village Manager
FOR: May 7, 2020 Village Board Meeting
RE: IDOT Infrastructure Grants

Background: IDOT recently released notice of grant funding from the Rebuild Illinois infrastructure program. These are non-competitive grants, and Hampshire has been allocated a total of \$366,623.58 based on the Motor Fuel Tax distribution formula. The funding will come in six grants with the first \$61,103.93 being issued this week.

Analysis: The IDOT notice explains the areas of infrastructure the funds may be used for:

- Projects need to be bondable capital improvements. Transportation improvement projects with an average useful life of at least 13 years will be considered bondable.
- Eligible projects may include, but are not limited to: project development, design, land acquisition, demolition when done in preparation for bondable construction, construction engineering, reconstruction of roadway, designed overlay extension or new construction of roads, bridges, ramps, overpasses and underpasses, bridge replacement, and/or major bridge rehabilitation.
- Ineligible projects may include, but are not limited to: administrative expenses, paying off existing bond debt, Long Range Development plans, feasibility studies, archeological research and exploration, preservation activities, repairs to existing roads and bridges, and normally anticipated repairs such as patching concrete or filling/sealing cracks.

Furthermore, all grants shall be associated with an identified project(s) within one year of receipt. The Village may accumulate funds during the program period, but all grant funds shall be expended by July 1, 2025.

The Village's highest three priorities, previously identified as the Water System Connection, Highland Ave Flood Remediation, and Street Scape, are largely not eligible for this funding, but parts of them may be (e.g., reconstructing Gast Road after the water system connection).

Recommendation:

- If parts of the Village's highest three priorities are eligible, staff will recommend using these funds towards that/those projects.
- If not, staff recommends the Village identify priorities that do meet the criteria, which will generally be new construction or major reconstruction of roads, bridges, ramps, overpasses, and underpasses.

AGENDA SUPPLEMENT

TO: President Magnussen, Village Board

FROM: Jay Hedges, Village Manager

FOR: May 5, 2020 Village Board Meeting

RE: Guidelines for Reopening Hampshire Businesses

Background.

On March 20, 2020 Governor Pritzker issued Executive Order No. 8 in response to Covid-19, which included a Stay At Home Order, and required that all Nonessential Businesses Cease Operations, through April 30, 2020.

On April 23, 2020 Governor Pritzker Ordered an Extension of the Stay At Home Order through May 30, 2020, issued Modifications to Nonessential Businesses Operations, and ordered that beginning May 1, 2020 individuals be required to wear a face covering or mask when in a public place where they cannot maintain social distancing, and in public indoor places such as stores.

Analysis.

Following are the types of businesses that have been impacted by partial or complete closings in the Village of Hampshire. At the request of The Village President, staff has been asked to develop guidelines for reopening businesses, at the sole discretion of each owner/operator. No business will be required or encouraged to reopen until they choose to. The timing of such re-openings should consider the general health and wellbeing of Hampshire Residents, the risk of spreading Covid-19, the impact of that risk on area ICU bed and Ventilator usage, and the economic impact of such reopenings on Businesses.

1. Dine-in Restaurants, may be allowed to serve seated customers provided each table, or bar seating, may be occupied by family members only, as represented by the customer; each group/table must be a minimum of 6 feet apart and social distancing must be observed by restaurant staff and customers at all times; no more than 20 customers may be seated in a restaurant at one time. All diners must book reservations in advance; no walk in customers, and must order in advance from an on-line menu, to limit the amount of time diners may be in the restaurant. Social distancing must be maintained at all times, restaurant staff must wear face masks at all times, and restaurant staff must clean all surfaces including bathrooms after each group seating.
2. Retail Stores, Real Estate Offices, Law Offices, Government Offices, Insurance Brokerages and other Offices may be allowed to open provided no more than 5 customers/patrons may be present at one time and proper social distancing of 6 feet must be maintained at all times. Store/Office personnel must clean all surfaces a minimum of once per hour and no public bathrooms shall be open to customers. Store/Office personnel must practice social distancing, and be protected either by a protective barrier or wear protective masks during checkout, or any other time they come within 6 feet of any customer.
3. Hair Salons, Nail Salons, Health Clubs, Optometrists, Doctor Offices, and other Service Businesses that require proximity of less than 6 feet, or direct contact with customer/patients/patrons, may be permitted to be open, provided all customer//patients/patrons must make appointments in advance, no walk in customers, and no more than one customer/patient/patron may be present on the premises per professional/service provider present; support staff do not count as professional/service providers for the purpose of determining how many customer/patient/patrons may be present. All professional/service providers must wear protective masks and

protective gloves at all times when any customer/patient/patron is present. Establishment personnel must clean all surfaces accessible to any customer/patient/patron, after use by each customer/patient/patron.

4. Outdoor gatherings Honoring Veterans, including Memorial Day Celebrations, may be allowed up to 50 people in attendance provided social distancing is in place at all times.

Recommendation.

Staff recommends these guidelines for discussion purposes, by the Village Board in the event it is necessary or advisable that the Village Board authorize the re-opening of Businesses within the Village limits. Consideration of such re-openings should include legal and constitutional implications of acting, or not acting, and the legality of restrictions or guidelines offered by Kane County the State of Illinois.



To: Jay Hedges
Village Administrator

From: Bradley P. Sanderson, P.E.

Date: April 14, 2020

Re: Love's Travel Stop/Metrix Industrial Park

EEI Job #: HA1604

This memo is to recommend a reduction of the performance guarantee (Western Surety Company Construction Bond #30028714) for the above referenced projects in the amount of **\$3,168,778.27**. The new value of the bond should be **\$826,300.48**. The calculations are based on requirements within the Village Code.

The amount of the reduction is based upon the value of the improvements that have been completed to date in relation to the existing Bond amount. The bond was put in place by the developers as a performance guarantee for the Public Improvements and items required by the Stormwater Ordinance. Additional detail is provided in the attached spreadsheet.

If you have any questions or require additional information, please let us know.

Sub-Contractor	Total Waiver Value
Pinnacle	\$55,442.00
Ryan	\$1,406,849.37
Schroeder	\$3,863,060.35
Stark	\$1,766,566.90
Total	\$7,091,918.62

BOND REDUCTION NO. 1 - LOVE'S & METRIX INDUSTRIAL PARK
VILLAGE OF HAMPSHIRE
 April 6, 2020

ITEM NO.	ITEM	QUANTITY	UNITS	VALUE	UNIT PRICE	COMPLETED QUANTITY THIS PERIOD	COMPLETED VALUE THIS PERIOD	TOTAL COMPLETED QUANTITY	TOTAL COMPLETED VALUES
SANITARY MAIN EXTENSION - LOVE'S									
1	CLEARING AND GRUBBING	0.23	ACRE	\$ 1,191.40	\$ 5,180.00	0.23	1,191.40	0.23	1,191.40
2	SEEDING AND MULCHING	1,135	SQYD	\$ 1,759.25	\$ 1.55	1,135	1,759.25	1,135	1,759.25
3	SANITARY ROAD CROSSING (JACK & BORE)	90	FOOT	\$ 38,694.60	\$ 429.94	90	38,694.60	90	38,694.60
4	8" SANITARY SEWER PIPE	412	FOOT	\$ 23,475.76	\$ 56.98	412	23,475.76	412	23,475.76
5	MANHOLE (SANITARY SEWER)	4	EACH	\$ 10,360.00	\$ 2,590.00	4	10,360.00	4	10,360.00
6	8" WATER MAIN, PVC	361	FOOT	\$ 41,139.56	\$ 113.96	361	41,139.56	361	41,139.56
7	MAINTAINING TRAFFIC	1	LUMP SUM	\$ 1,036.00	\$ 1,036.00	1	1,036.00	1	1,036.00
8	CONNECTION TO EXISTING MANHOLE	1	EACH	\$ 1,036.00	\$ 1,036.00	1	1,036.00	1	1,036.00
WATER MAIN EXTENSION - LOVE'S									
9	CLEARING AND GRUBBING	0.3	ACRE	\$ 1,554.00	\$ 5,180.00	0.30	1,554.00	0.30	1,554.00
10	CONSTRUCTION FENCE	250	FOOT	\$ 647.50	\$ 2.59	250	647.50	250	647.50
11	SEEDING AND MULCHING	1465	SQYD	\$ 2,270.75	\$ 1.55	1,465	2,270.75	1,465	2,270.75
12	12" WATER MAIN, DUCTILE IRON (WITH WRAP)	925	FOOT	\$ 191,660.00	\$ 207.20	925	191,660.00	925	191,660.00
13	6" WATER MAIN, PVC	5	FOOT	\$ 543.90	\$ 108.78	5	543.90	5	543.90
14	FIRE HYDRANT	1	EACH	\$ 3,626.00	\$ 3,626.00	1	3,626.00	1	3,626.00
15	12" GATE VALVE	3	EACH	\$ 7,459.20	\$ 2,486.40	3	7,459.20	3	7,459.20
16	THRUST BLOCKS	16	EACH	\$ 3,414.72	\$ 213.42	16	3,414.72	16	3,414.72
17	12" FITTINGS	15	EACH	\$ 20,202.00	\$ 1,346.80	15	20,202.00	15	20,202.00
18	WATER ROAD CROSSING (JACK & BORE)	102	FOOT	\$ 43,853.88	\$ 429.94	102	43,853.88	102	43,853.88
19	VALVE VAULT	3	EACH	\$ 7,459.20	\$ 2,486.40	3	7,459.20	3	7,459.20
20	6" VALVE AND PLUG	1	EACH	\$ 362.60	\$ 362.60	1	362.60	1	362.60
21	12"X6" TEE	1	EACH	\$ 518.00	\$ 518.00	1	518.00	1	518.00
22	MAINTAINING TRAFFIC	1	LUMP SUM	\$ 1,036.00	\$ 1,036.00	1	1,036.00	1	1,036.00
ROADWAY - LOVE'S									
23	CLEARING AND GRUBBING	1.5	ACRE	\$ 7,770.00	\$ 5,180.00	1.5	7,770.00	2	7,770.00
24	EXCAVATION	1,123	CUYD	\$ 18,619.34	\$ 16.58	1,123	18,619.34	1,123	18,619.34
25	EMBANKMENT	2,208	CUYD	\$ 27,445.44	\$ 12.43	2,208	27,445.44	2,208	27,445.44
26	GEOTEXTILE FABRIC	5,007	SQYD	\$ 7,760.85	\$ 1.55	5,007	7,760.85	5,007	7,760.85
27	TOPSOIL STOCKPILE	1,141	CUYD	\$ 7,097.02	\$ 6.22	1,141	7,097.02	1,141	7,097.02
28	PLACING STOCKPILED SOIL	188	CUYD	\$ 1,558.52	\$ 8.29	188	1,558.52	188	1,558.52
29	SEEDING	1,868	SQYD	\$ 2,895.40	\$ 1.55	0	0.00	0	0.00
30	COMMERCIAL FERTILIZER	0.2	TONS	\$ 103.60	\$ 518.00	0	0.00	0	0.00
31	AGGREGATE SUBGRADE IMPROVEMENT	1,669	CUYD	\$ 95,099.62	\$ 56.98	1,669	95,099.62	1,669	95,099.62
32	REMOVAL OF EXISTING PAVEMENT AND APPURTENANCES	206	SYD	\$ 640.66	\$ 3.11	206	640.66	206	640.66
33	HMA BINDER COURSE, IL 19.0, N70	1,499	CUYD	\$ 209,650.14	\$ 139.86	1,499	209,650.14	1,499	209,650.14
34	HMA SURFACE MIX "D", N70	247	CUYD	\$ 35,824.88	\$ 145.04	247	35,824.88	247	35,824.88
35	TYPE A MANHOLE W/ TYPE 1 FRAME AND LID	2	EACH	\$ 7,252.00	\$ 3,626.00	2	7,252.00	2	7,252.00
36	TYPE A CATCH BASIN W/ TYPE 3 GRATE	10	EACH	\$ 25,900.00	\$ 2,590.00	10	25,900.00	10	25,900.00
37	12" RCP	647	FOOT	\$ 23,460.22	\$ 36.26	647	23,460.22	647	23,460.22
38	24" RCP	1,320	FOOT	\$ 82,051.20	\$ 62.16	1,320	82,051.20	1,320	82,051.20

BOND REDUCTION NO. 1 - LOVE'S & METRIX INDUSTRIAL PARK
VILLAGE OF HAMPSHIRE
April 6, 2020

ITEM NO.	ITEM	QUANTITY	UNITS	VALUE	UNIT PRICE	COMPLETED QUANTITY THIS PERIOD	COMPLETED VALUE THIS PERIOD	TOTAL COMPLETED QUANTITY	TOTAL COMPLETED VALUES
39	ROCK CHANNEL PROTECTION	1.39	CUYD	\$ 108.00	\$ 77.70	1.39	108.00	1.39	108.00
40	HEADWALL	1	EACH	\$ 2,201.50	\$ 2,201.50	1	2,201.50	1	2,201.50
41	4" UNDERDRAIN	1,657	FOOT	\$ 20,596.51	\$ 12.43	1,657	20,596.51	1,657	20,596.51
42	CONCRETE CURB AND GUTTER (TYPE B-6.18)	1,657	FOOT	\$ 42,916.30	\$ 25.90	1,657	42,916.30	1,657	42,916.30
43	TEMPORARY BARRICADES	32	FOOT	\$ 1,543.36	\$ 48.23	32	1,543.36	32	1,543.36
44	SIGN PANEL, TYPE 1	45	SQFT	\$ 932.40	\$ 20.72	45	932.40	45	932.40
45	OBJECT MARKER, TYPE 1	6	EACH	\$ 279.72	\$ 46.62	6	279.72	6	279.72
46	METAL POST	75	FOOT	\$ 1,010.25	\$ 13.47	75	1,010.25	75	1,010.25
47	THERMOPLASTIC PAVEMENT MARKING, LINE, 4", YELLOW	1,499	FOOT	\$ 1,558.96	\$ 1.04	1,499	1,558.96	1,499	1,558.96
48	THERMOPLASTIC PAVEMENT MARKING, LINE, 6", WHITE	576	FOOT	\$ 892.80	\$ 1.55	576	892.80	576	892.80
49	THERMOPLASTIC PAVEMENT MARKING, LINE, 24", WHITE	204	FOOT	\$ 1,268.88	\$ 6.22	204	1,268.88	204	1,268.88
50	THERMOPLASTIC PAVEMENT MARKING, LINE, 12", YELLOW	80	FOOT	\$ 248.80	\$ 3.11	80	248.80	80	248.80
51	THERMOPLASTIC PAVEMENT MARKING, LINE, LETTERS & SYMBOLS	198	SQFT	\$ 819.72	\$ 4.14	198	819.72	198	819.72
52	FULL DEPTH PAVEMENT SAWING	200	FOOT	\$ 414.00	\$ 2.07	200	414.00	200	414.00
53	CONSTRUCTION LAYOUT STAKES	1	LUMP SUM	\$ 15,540.00	\$ 15,540.00	1	15,540.00	1	15,540.00
54	STORM WATER POLLUTION PREVENTION PLAN	1	LUMP SUM	\$ 10,360.00	\$ 10,360.00	1	10,360.00	1	10,360.00
55	MOBILIZATION	1	LUMP SUM	\$ 20,720.00	\$ 20,720.00	1	20,720.00	1	20,720.00
56	MAINTAINING TRAFFIC	1	LUMP SUM	\$ 5,180.00	\$ 5,180.00	1	5,180.00	1	5,180.00
57	LIGHT POLE	10	EACH	\$ 22,626.20	\$ 2,262.62	10	22,626.20	10	22,626.20
DETENTION BASINS AND STORM STRUCTURES - LOVE'S									
58	PIPE REMOVED (24" AND UNDER)	878	FOOT	\$ 12,731.00	\$ 14.50	878	12,731.00	878	12,731.00
59	FENCE REMOVED	500	FOOT	\$ 1,555.00	\$ 3.11	500	1,555.00	500	1,555.00
60	CLEARING AND GRUBBING	14.6	ACRE	\$ 75,628.00	\$ 5,180.00	14.6	75,628.00	15	75,628.00
61	TOPSOIL STOCKPILE	9,700	CUYD	\$ 60,334.00	\$ 6.22	9,700	60,334.00	9,700	60,334.00
62	EXCAVATION	96,512	CUYD	\$ 1,600,168.96	\$ 16.58	96,512	1,600,168.96	96,512	1,600,168.96
63	GEOTEXTILE FABRIC	199	SQYD	\$ 308.45	\$ 1.55	199	308.45	199	308.45
64	SILT CONSTRUCTION FENCE	2,103	FOOT	\$ 3,259.65	\$ 1.55	2,103	3,259.65	2,103	3,259.65
65	INLET PROTECTION	11	EACH	\$ 683.76	\$ 62.16	11	683.76	11	683.76
66	ROCK CHANNEL PROTECTION	133	CUYD	\$ 10,334.10	\$ 77.70	133	10,334.10	133	10,334.10
67	CONCRETE PAVEMENT	39	SQYD	\$ 3,232.32	\$ 82.88	39	3,232.32	39	3,232.32
68	SEEDING AND MULCHING	58,198	SQYD	\$ 90,206.90	\$ 1.55	0	0.00	0	0.00
69	12" HDPE STORM SEWER PIPE	46	FOOT	\$ 586.04	\$ 12.74	46	586.04	46	586.04
70	18" HDPE STORM SEWER PIPE	294	FOOT	\$ 6,547.38	\$ 22.27	294	6,547.38	294	6,547.38
71	24" HDPE STORM SEWER PIPE	851	FOOT	\$ 25,564.04	\$ 30.04	851	25,564.04	851	25,564.04
72	48" HDPE STORM SEWER PIPE	335	FOOT	\$ 27,071.35	\$ 80.81	335	27,071.35	335	27,071.35
73	MANHOLE (STORM SEWER)	3	EACH	\$ 6,837.60	\$ 2,279.20	3	6,837.60	3	6,837.60
74	CATCH BASIN	1	EACH	\$ 1,554.00	\$ 1,554.00	1	1,554.00	1	1,554.00
75	CURB INLET	3	EACH	\$ 4,662.00	\$ 1,554.00	3	4,662.00	3	4,662.00
76	HEADWALL	11.3	CUYD	\$ 7,024.08	\$ 621.60	11.3	7,024.08	11.3	7,024.08
77	CHAIN LINK FENCE	7,350	FOOT	\$ 152,292.00	\$ 20.72	7,350	152,292.00	7,350	152,292.00

SANITARY SEWER IMPROVEMENTS - METRIX INDUSTRIAL PARK

BOND REDUCTION NO. 1 - LOVE'S & METRIX INDUSTRIAL PARK
VILLAGE OF HAMPSHIRE
April 6, 2020

ITEM NO.	ITEM	QUANTITY	UNITS	VALUE	UNIT PRICE	COMPLETED QUANTITY THIS PERIOD	COMPLETED VALUE THIS PERIOD	TOTAL COMPLETED QUANTITY	TOTAL COMPLETED VALUES
78	8" SANITARY SEWER PIPE	749	FOOT	\$ 42,678.02	\$ 56.98	749	42,678.02	749	42,678.02
79	15" SANITARY SEWER PIPE	165	FOOT	\$ 11,965.80	\$ 72.52	165	11,965.80	165	11,965.80
80	6" SANITARY SEWER DR 25 PVC FORCE MAIN	1,478	FOOT	\$ 160,776.84	\$ 108.78	1,478	160,776.84	1,478	160,776.84
81	MANHOLE (SANITARY SEWER)	3	EACH	\$ 7,770.00	\$ 2,590.00	3	7,770.00	3	7,770.00
82	6" FITTINGS	4	EACH	\$ 787.36	\$ 196.84	4	787.36	4	787.36
83	8" FITTINGS	3	EACH	\$ 637.14	\$ 212.38	3	637.14	3	637.14
84	THRUST BLOCKS	4	EACH	\$ 853.68	\$ 213.42	4	853.68	4	853.68
85	LIFT STATION	1	EACH	\$ 310,000.00	\$ 310,000.00	0.5	155,000.00	0.5	155,000.00
86	CONNECTION TO EXISTING MANHOLE	1	EACH	\$ 1,036.00	\$ 1,036.00	1	1,036.00	1	1,036.00
WATER MAIN EXTENSION - METRIX INDUSTRIAL PARK									
87	12" WATER MAIN, DUCTILE IRON (WITH WRAP)	2592	FOOT	\$ 537,062.40	\$ 207.20	2,592	537,062.40	2,592	537,062.40
88	6" WATER MAIN, DUCTILE IRON (WITH WRAP)	49	FOOT	\$ 7,360.78	\$ 150.22	49	7,360.78	49	7,360.78
89	8" FIRE SERVICE, DUCTILE IRON (WITH WRAP)	169	FOOT	\$ 27,138.02	\$ 160.58	169	27,138.02	169	27,138.02
90	FIRE HYDRANT	9	EACH	\$ 32,634.00	\$ 3,626.00	9	32,634.00	9	32,634.00
91	12" GATE VALVE	5	EACH	\$ 27,625.00	\$ 5,525.00	5	27,625.00	5	27,625.00
92	THRUST BLOCKS	19	EACH	\$ 4,054.98	\$ 213.42	19	4,054.98	19	4,054.98
93	12" FITTINGS	4	EACH	\$ 5,387.20	\$ 1,346.80	4	5,387.20	4	5,387.20
94	4' IDOT VALVE VAULT TYPE A	5	EACH	\$ 12,432.00	\$ 2,486.40	5	12,432.00	5	12,432.00
95	6" VALVE	8	EACH	\$ 12,600.00	\$ 1,575.00	8	12,600.00	8	12,600.00
96	8" VALVE	4	EACH	\$ 9,900.00	\$ 2,475.00	4	9,900.00	4	9,900.00
97	12"X6" TEE	8	EACH	\$ 4,144.00	\$ 518.00	8	4,144.00	8	4,144.00
98	12"X8" TEE	4	EACH	\$ 2,444.96	\$ 611.24	4	2,444.96	4	2,444.96
99	12"X12" TEE	3	EACH	\$ 7,875.00	\$ 2,625.00	3	7,875.00	3	7,875.00
100	12"X6" REDUCER	1	EACH	\$ 928.26	\$ 928.26	1	928.26	1	928.26
ROADWAY - METRIX INDUSTRIAL PARK									
101	CLEARING AND GRUBBING	2.52	ACRE	\$ 13,053.60	\$ 5,180.00	2.52	13,053.60	2.52	13,053.60
102	EXCAVATION	20	CUYD	\$ 331.60	\$ 16.58	20	331.60	20	331.60
103	EMBANKMENT	8,500	CUYD	\$ 105,655.00	\$ 12.43	8,500	105,655.00	8,500	105,655.00
104	GEOTEXTILE FABRIC	963	SQYD	\$ 1,492.65	\$ 1.55	963	1,492.65	963	1,492.65
105	TOPSOIL STOCKPILE	4,069	CUYD	\$ 25,309.18	\$ 6.22	4,069	25,309.18	4,069	25,309.18
106	SEEDING	5,191	SQYD	\$ 8,046.05	\$ 1.55	0	0.00	0	0.00
107	AGGREGATE SUBGRADE IMPROVEMENT	2,515	CUYD	\$ 143,304.70	\$ 56.98	2,515	143,304.70	2,515	143,304.70
108	HMA BINDER COURSE, IL 19.0, N70	1,805	CUYD	\$ 252,447.30	\$ 139.86	1,805	252,447.30	1,805	252,447.30
109	HMA SURFACE MIX "D", N70	380	CUYD	\$ 55,115.20	\$ 145.04	380	55,115.20	380	55,115.20
110	4" UNDERDRAIN	2,990	FOOT	\$ 27,866.80	\$ 9.32	2,990	27,866.80	2,990	27,866.80
111	CONCRETE CURB AND GUTTER (TYPE B-6.18)	2,990	FOOT	\$ 77,441.00	\$ 25.90	2,990	77,441.00	2,990	77,441.00
112	SIGN PANEL, TYPE 1	13	SQFT	\$ 269.36	\$ 20.72	13	269.36	13	269.36
113	OBJECT MARKER, TYPE 1	5	EACH	\$ 233.10	\$ 46.62	5	233.10	5	233.10
114	METAL POST	52.00	FOOT	\$ 700.44	\$ 13.47	50.00	673.50	50.00	673.50
115	THERMOPLASTIC PAVEMENT MARKING, LINE, 4", YELLOW	129	FOOT	\$ 134.16	\$ 1.04	129	134.16	129	134.16
116	THERMOPLASTIC PAVEMENT MARKING, LINE, 6", YELLOW	1,367	FOOT	\$ 2,118.85	\$ 1.55	1,367	2,118.85	1,367	2,118.85

BOND REDUCTION NO. 1 - LOVE'S & METRIX INDUSTRIAL PARK
VILLAGE OF HAMPSHIRE
 April 6, 2020

ITEM NO.	ITEM	QUANTITY	UNITS	VALUE	UNIT PRICE	COMPLETED QUANTITY THIS PERIOD	COMPLETED VALUE THIS PERIOD	TOTAL COMPLETED QUANTITY	TOTAL COMPLETED VALUES
117	THERMOPLASTIC PAVEMENT MARKING, LINE, 12", WHITE	207	FOOT	\$ 643.77	\$ 3.11	207	643.77	207	643.77
118	THERMOPLASTIC PAVEMENT MARKING, LINE, 24", WHITE	51	FOOT	\$ 317.22	\$ 6.22	51	317.22	51	317.22
119	THERMOPLASTIC PAVEMENT MARKING, LINE, LETTERS & SYMBOLS	135	SQFT	\$ 558.90	\$ 4.14	135	558.90	135	558.90
120	FULL DEPTH PAVEMENT SAWING	40	FOOT	\$ 82.80	\$ 2.07	40	82.80	40	82.80
121	CONSTRUCTION LAYOUT STAKES	1	LSUM	\$ 5,180.00	\$ 5,180.00	1	5,180.00	1	5,180.00
122	MOBILIZATION	1	LSUM	\$ 10,360.00	\$ 10,360.00	1	10,360.00	1	10,360.00
123	LIGHT POLE	10	EACH	\$ 22,626.20	\$ 2,262.62	10	22,626.20	10	22,626.20
124	SILT FENCE	812	FOOT	\$ 2,103.08	\$ 2.59	406	1,051.54	406	1,051.54
STORM SEWER - METRIX INDUSTRIAL PARK									
125	CLEARING AND GRUBBING	0.1	ACRE	\$ 259.00	\$ 5,180.00	0.1	518.00	0.1	518.00
126	INLET PROTECTION	17	EACH	\$ 1,056.72	\$ 62.16	17	1,056.72	17	1,056.72
127	ROCK CHANNEL PROTECTION	9	CUYD	\$ 699.30	\$ 77.70	0	0.00	0	0.00
128	SEEDING AND MULCHING	251	SQYD	\$ 389.05	\$ 1.55	0	0.00	0	0.00
129	12" HDPE STORM SEWER PIPE	316	FOOT	\$ 11,458.16	\$ 36.26	316	11,458.16	316	11,458.16
130	18" HDPE STORM SEWER PIPE	432	FOOT	\$ 20,139.84	\$ 46.62	432	20,139.84	432	20,139.84
131	24" HDPE STORM SEWER PIPE	910	FOOT	\$ 56,565.60	\$ 62.16	910	56,565.60	910	56,565.60
132	CATCH BASIN	4	EACH	\$ 6,216.00	\$ 1,554.00	4	6,216.00	4	6,216.00
133	CURB INLET	11	EACH	\$ 17,094.00	\$ 1,554.00	11	17,094.00	11	17,094.00
134	FLARED END SECTION	1	EACH	\$ 580.00	\$ 580.00	1	580.00	1	580.00
TOTAL				\$ 5,294,167.31			\$ 5,036,007.53		\$ 5,036,007.53

PREVIOUS REDUCTIONS

VALUES

TOTAL IMPROVEMENT COST	\$ 5,294,167.31
TOTAL VALUE OF COMPLETED IMPROVEMENTS	\$ 5,036,007.53
COST TO COMPLETE IMPROVEMENTS	\$ 258,159.78

PREPARED BY: _____

DATE: _____

APPROVED BY: _____

DATE: 4/14/20

CURRENT BALANCE OF SECURITY \$ 3,995,078.75

NEW BALANCE OF SECURITY REQUIRED \$ 826,300.48
 (125% COST TO COMPLETE + 10% COMPLETED IMPROVEMENTS)

NET ALLOWABLE BOND REDUCTION \$ 3,168,778.27



SUBCONTRACTOR LIEN WAIVER

PROJECT NAME: Love's Travel - Hampshire, IL STATE OF: IL

Upon receipt by the undersigned of a check from Buffalo Construction, Inc. (General Contractor) in the amount of \$3,022.75 payable to Pinnacle Engineering Group LLC and when the check has been properly endorsed and paid by the bank upon which it's drawn, this document shall become effective to release any mechanic's lien or material men's lien or claims of lien, any state or federal statutory bond right, any private bond right, any claim for payment and any rights under any similar ordinance, rule or statute related to claim or payment rights for persons in the undersigned position has on the above mentioned project located at 201 Love's Crossing Hampshire, IL as a result of equipment, labor, materials or services furnished to Buffalo Construction, Inc. by Pinnacle Engineering Group LLC. Pinnacle Engineering Group LLC acknowledges they have been paid to date, a total amount of \$53,442.00.

The undersigned warrants that he or she has been duly authorized to execute this document on behalf of Subcontractor and either has already paid or will use the monies he/she receives from this payment to promptly pay in full all of the Subcontractor's laborers, material men and suppliers for all work, materials, equipment or services, provided for or to the above referenced project.

This waiver is a final or partial waiver and release of lien as provided:

- ☒ Final Unconditional Release and Waiver of Lien
- ☐ Partial Unconditional Release and Waiver of Lien

I have executed this waiver voluntarily and with full knowledge of my rights under the law of this state.

Given this 13th day of August, 2019.

Pinnacle Engineering Group LLC
(Corporate Name)

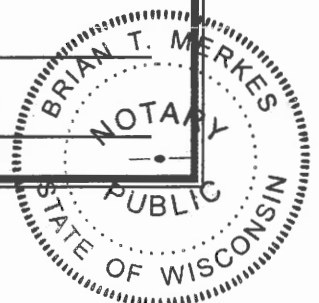
By: [Signature]

(Signature of Authorized Representative and Title)

CFO

[Signature]
(Notary Public Signature)

My Commission Expires: 1-25-21



FINAL WAIVER OF LIEN

STATE OF WISCONSIN \
SS
COUNTY OF ROCK /

Escrow # _____
Loan # _____

TO WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by Buffalo Construction Inc
to furnish Mass excavation sitework & excavation
for the premises known as Loves Travel - Hampshire, 201 Love's Crossing, Kane Co., Hampshire, IL (2818)
of which Loves Travel Stops and Country Stores, Inc is the owner.

The undersigned, for and in consideration of Two hundred eight thousand two hundred thirty five and 56/100....
(\$208,235.56) Dollars, and other good and valuable considerations, the receipt whereof is hereby acknowledged, do(es)
hereby waive and release any and all lien or claim of, or right to lien, under the statutes of the State of Illinois, relating to mechanic's liens,
with respect to and on said above - described premises, and the improvements thereon, and on the material, fixtures, apparatus or machinery
furnished, and on the moneys, funds or other considerations due or to become due from the owner, on account of all labor, services, material,
fixtures, apparatus or machinery, heretofore furnished, or which may be furnished at any time hereafter, by the undersigned for the
above-described premises, INCLUDING EXTRAS.*

Given under our hand below and seal (corporate seal) this
6th day of September, 20 19

Signature:

Adam S. Ryan, President
Ryan Incorporated Central, 2700 East Racine St, Janesville, WI

*EXTRAS INCLUDE BUT ARE NOT LIMITED TO CHANGE ORDERS, BOTH ORAL AND WRITTEN, TO THE CONTRACT.

CONTRACTOR'S AFFIDAVIT

STATE OF WISCONSIN \
SS
COUNTY OF ROCK /

TO WHOM IT MAY CONCERN:

THE undersigned, being duly sworn, deposes and says that he or she is Adam S Ryan
President of Ryan Incorporated Central
who is the contractor furnishing Mass excavation sitework & excavation work on the
building located at Loves Travel - Hampshire, 201 Love's Crossing, Kane Co., Hampshire, IL (2818)
owned by Loves Travel Stops and Country Stores, Inc

That the total amount of the contract including extras* is \$1,406,849.37 on which he or she has received payment of
\$1,198,613.81 prior to this payment. That all waivers are true, correct and genuine and delivered unconditionally and that there
is no claim either legal or equitable to defeat the validity of said waivers. That the following are the names and addresses of all parties who have
furnished material or labor, or both, for said work and all parties having contracts or sub contracts for specific portions of said work or for material
entering into the construction thereof and the amount due or to become due to each, and that the items mentioned include all labor and material
required to complete said work according to plans and specifications:

NAMES	WHAT FOR	CONTRACT PRICE INCLUDING EXTRAS*	AMOUNT PAID	THIS PAYMENT	BALANCE DUE
Ryan Incorporated Central	mass excavation	1,333,684.08	1,127,081.76	206,602.32	0.00
Homer Tree Service	Clearing	19,300.00	19,300.00	0.00	0.00
Konstruktion Services	Silt Fence	15,686.50	15,686.50	0.00	0.00
Schroeder Asphalt Services Inc	Aggregates	14,069.00	14,069.00	0.00	0.00
Sunset Logistics LLC	Hauling/Stone	24,109.79	22,476.55	1,633.24	0.00
TOTAL LABOR AND MATERIALS INCLUDING EXTRAS* TO COMPLETE		1,406,849.37	1,198,613.81	208,235.56	0.00

That there are no other contracts for said work outstanding, and that there is nothing due or to become due to any person for material, labor or other
work of any kind done or to be done upon or in connection with said work other than above stated.

Subscribed and sworn to before me this 6th day of September, 20 19
Signature: Adam S. Ryan, President
Ryan Incorporated Central

Subscribed and sworn to before me this 6th day of September, 20 19
My Commission Expires 10-16-20

*EXTRAS INCLUDE BUT ARE NOT LIMITED TO CHANGE ORDERS, BOTH ORAL AND WRITTEN, TO THE CONTRACT.

Provided by Chicago Title Insurance Company

NOTARY PUBLIC

INDEMNIFICATION

Project: Love's Travel Stop – Hampshire, IL

Subcontractor: Schroeder Asphalt Services Inc

The Contractor shall indemnify and hold harmless Owner, the Architect, their respective parent companies, the subsidiary, related and affiliated companies of each, and the officers, agents and employees of each, from and against any and all claims, damages, losses and expenses whatsoever, including attorneys' fees at all trial and appellate levels and in all arbitration and mediation proceedings arising directly or indirectly out of or resulting from the Contractor's failure to fully and properly perform its obligations, or the obligations of any Subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable under the Contract Documents or the performance of the work. The Contractor shall not raise as a defense to its obligation to indemnify any intervening or contributing negligence by any of those indemnified hereunder. No such intervening or contributing negligence shall relieve the Contractor from its liability to so indemnify nor entitle Contractor to any contribution, either directly or indirectly by those indemnified hereunder. In any and all claims against those indemnified hereunder by any employee of the Contractor, the Subcontractor or anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, the indemnification obligation shall not be limited in any way by any limit on the amount or type of damage, compensation or benefits payable by or for the Contractor or any Subcontractor under Workmen's Compensation acts, disability benefit acts, or other employee benefit acts. The provisions shall survive the expiration or sooner termination of this Agreement.

Brittney Abell
Signature

4/2/20
Date

Brittney Abell (Accounting Supervisor)
Print Name and Title

State of Kentucky

County of Jefferson

SWORN to and subscribed before me the 2nd day of April, 20 20,
by Brittney Abell, who is (check one) X personally known to me or has produced
 as identification.

My commission expires: 2/15/24

[Signature]
Notary Public, State of Kentucky

Subcontract Value	<u>\$ 2,620,000.00</u>
Change Orders	<u>\$ 1,243,060.35</u>
Paid to Date	<u>\$ 3,863,060.35</u>
Balance on Subcontract	<u>\$ 255,816.27</u>





SUBCONTRACTOR LIEN WAIVER

PROJECT NAME: Love's Travel - Hampshire, IL STATE OF: IL

Upon receipt by the undersigned of a check from Buffalo Construction, Inc. (General Contractor) in the amount of \$198,176.92 payable to Stark & Son Trenching, Inc. and when the check has been properly endorsed and paid by the bank upon which it's drawn, this document shall become effective to release any mechanic's lien or material men's lien or claims of lien, any state or federal statutory bond right, any private bond right, any claim for payment and any rights under any similar ordinance, rule or statute related to claim or payment rights for persons in the undersigned position has on the above mentioned project located at 201 Love's Crossing Hampshire, IL as a result of equipment, labor, materials or services furnished to Buffalo Construction, Inc. by Stark & Son Trenching, Inc. Stark & Son Trenching, Inc. acknowledges they have been paid to date, a total amount of \$1,766,566.90.

The undersigned warrants that he or she has been duly authorized to execute this document on behalf of Subcontractor and either has already paid or will use the monies he/she receives from this payment to promptly pay in full all of the Subcontractor's laborers, material men and suppliers for all work, materials, equipment or services, provided for or to the above referenced project.

This waiver is a final or partial waiver and release of lien as provided:

- ☒ Final Unconditional Release and Waiver of Lien
☐ Partial Unconditional Release and Waiver of Lien

I have executed this waiver voluntarily and with full knowledge of my rights under the law of this state.

Given this 2nd day of December, 2019.

Stark & Son Trenching, Inc.
 (Corporate Name)

By:  President
 (Signature of Authorized Representative and Title)

Michael Stark, President


 (Notary Public Signature)

My Commission Expires: 3/25/23





BUILDING BETTER!

Love's Travel Stop & Country Store

201 Love's Crossing
Hampshire, IL 60140

General Contractor

Buffalo Construction, Inc.
12700 Otto Knop Dr.
Louisville, KY 40299

Contact Name: David Kennedy, Project Manager

Phone Number: (502) 327-4686

Cell Number: (615) 772-6728

Office Phone: (502) 327-4686

Company Information

Contact Information

Company: Absolute Fire Protection

Address: 5279 28th ave
Rockford, IL 61109

Vendor Description: sprinkler

Name: John Ginsberg

Phone: (815) 397-6500

Fax: (815) 397-2500

Email: jginsberg@absolute-fire.com

Company: Beverly Glass Service

Address: 10430 S. Western Ave
Chicago, IL 60643

Vendor Description: Storefront

Name: Mike Sylvester

Phone: (773) 445-8211

Fax: (773) 445-7637

Email: BeverlyGlass@comcast.net

Company: Burcor Fencing, LLC

Address: 15619 Lebanon Crittenden Road
Verona, KY 41092

Vendor Description: fencing

Name: Jeff Burch

Phone: (859) 356-1945

Fax: (859) 356-1982

Email: jeff@burcorfence.com

Company: Burroak Masonry Inc

Address: 2004 N4750 Rd
Leland, IL 60531

Vendor Description: Masonry

Name: Chris Janick

Phone: (815) 495-2703

Fax: (815) 495-9230

Email: info@burroakmasonry.com

Company: Chridan Enterprises

Address: 2171 Five Forks Trickum Road
Lawrenceville, GA 30044

Vendor Description: EIFS

Name: Lydia Mohorea

Phone: (678) 982-6535

Fax: (770) 995-9115

Email: chridanestimating@gmail.com

Company: ECS Roofing Professionals, Inc.

Address: 3920 Hawthorn Ct
Waukegan, IL 60087

Vendor Description: Roofing

Name: Michael Saffold

Phone: (847) 970-4500

Fax: (847) 918-8000

Email: mike@ecsroofing.com

Company: Kellenberger Plumbing & Underground Inc

Address: 13N High Chapparel Ct
Elgin, IL 60124

Vendor Description: plumbing

Name: Taylr Kellenberger

Phone: (847) 742-4385

Fax: (847) 697-0618

Email: Taylor@kellenbergerplumbing.com

Company: Marlite

Address: 1 Marlite Drive
Dover, OH 44622

Vendor Description: Div. 08 Doors, Frames, and
Hardware

Name: Sally Roll

Phone: (330) 343-6621

Fax:

Email: sroll@marlite.com

Company: Marquis Tile Inc.

Address: PO Box 160
Holly Springs, GA 30142

Vendor Description: ceramic tile

Name: Chris Densmore

Phone: (770) 345-1009

Fax: (770) 345-2013

Email: chris@marquistile.net

Company: NuCore Electric

Address: 651 S. Sutton Rd
Streamwood, IL 60107

Vendor Description: Electrical

Name: Lou Matson

Phone: (630) 517-0073

Fax: (630) 757-4212

Email: lmatson@nucoreelectric.com

Company: Onsite Commercial Construction LLC

Address: 607 Arbor Glen Ct.
Mansfield, TX 76063

Vendor Description: Steel erection

Name: Jeff Stoops

Phone: (469) 576-8207

Fax:

Email: jeff@onsite-cc.com

Company: Pinnacle Engineering Group, LLC

Address: 1051 E. Main Street
East Dundee, IL 60118

Vendor Description: Survey

Name: Brian D. Johnson

Phone: (847) 551-5301

Fax: (224) 699-9459

Email: brian.johnson@pinnacle-engr.com

Company: Precision Ladders, LLC Address: 4188 East Andrew Johnson Hwy Morristown, TN 37814 Vendor Description: Div.05 Misc Metals	Name: Kenneth Meyer Phone: (317) 509-3549 Fax: (317) 894-2405 Email: kennethbmeyer@sbcglobal.net
Company: Preferred Concrete and Excavation Inc Address: 1321 S. Adams St Freeport , IL 61032 Vendor Description: Concrete	Name: Jerry Hartman Phone: (815) 235-3676 Fax: (815) 235-2630 Email: jpreferred@aol.com
Company: Prestige Drywall Inc Address: 3325 Washburn Ave Charlotte , NC 28205 Vendor Description: Drywall/ Acoustical Ceilings	Name: Emillio Delgado Phone: (704) 332-8112 Fax: (800) 863-4771 Email: predrywall@hotmail.com
Company: RGH Heating& Cooling Inc Address: 140 Arrowhead Dr Suite # 7 Hampshire , IL 60140 Vendor Description: hvac	Name: Sandy Phone: (847) 515-2226 Fax: Email: rghheat@sbcglobal.net
Company: Ryan Incorporated Central Address: 2700 Racine St Janesville, WI 53545 Vendor Description: Site work	Name: Travis Grossen Phone: (608) 754-2291 Fax: Email: travis.grossen@ryancentral.com
Company: Schmidt Steel, Inc. Address: 847 S Randall Road #278 Elgin, IL 60123 Vendor Description: Union Steel Erection	Name: Lindsay Giliberto Phone: (630)460-3523 Fax: (630)797-5465 Email: lindsayssi@outlook.com
Company: Schroeder Asphalt Services Inc Address: PO Box 631 Huntley, IL 60142 Vendor Description: Asphalt Paving	Name: Darick Franzen Phone: (815) 923-4380 Fax: (815) 923-4389 Email: darick@schroederasphalt.com
Company: Stark and Son Trenching Inc. Address: 45W826 Rohrsen Rd Hampshire, IL 60140 Vendor Description: utilitlities	Name: Ed Powers Phone: (847) 683-2217 Fax: (847) 683-2234 Email: epowers@starkandson.com
Company: Toro Construction Corp Address: 6233 W 63rd Street Chicago, IL 60638 Vendor Description: Union Drywall	Name: Laura Sanchez Phone: (773)306-0554 Fax: (773)406-7439 Email: lsanchez@toroconstructioncorp.com
Company: University Building Specialties Address: 5211 Elliot Reeder Rd. Fort Worth, TX 76117 Vendor Description: Div.08 Doors, Frames, and Hardware	Name: Jana France Phone: (817) 834-5004 Fax: (817) 834-4794 Email: jfrance@ubsdoors.com
Company: Webmarc Doors Address: 725 Schneider dr. Elgin, IL 60177 Vendor Description: overhead doors	Name: estimating Phone: (847) 888-2212 Fax: (847) 888-2212 Email: webmarcdoors@sbcglobal.net

AGENDA SUPPLEMENT

TO: Village President and Board of Trustees, and Village Manager
FROM: Mark Schuster / Village Attorney
DATE: May 4, 2020
RE: Village President / Provisions in Village Code

The Board of Trustees recently considered and modified the provisions of the Village Code pertaining to the Office of Village Manager (Ord. No. 2020 -10, enacted Feb. 20, 2020). In doing so, certain matters which had previously attached to the Office of Village President were committed to the Office of Village Manager, most particularly in regard to Village employees, including those in the Police Department.

To follow up the earlier actions, amendments to §1-1-3 and §1-14-3 of the Village Code should be enacted.

In addition, §2-1-3 should be amended to reflect that that Village Manager would have general supervision and control over the Police Department.

Action(s) Needed

Review and approve changes to the duties and responsibilities of the Office of Village President regarding employees and other matters, consistent with earlier actions lodging such responsibilities with the Office of Village Manager.

No. 20 –

**AN ORDINANCE
AMENDING THE PROVISIONS RELATING TO THE
POWERS AND DUTIES OF THE OFFICE OF VILLAGE PRESIDENT**

WHEREAS, the Village has previously described the powers and duties of the Village President, Hampshire Municipal Code, §1-1-3; and

WHEREAS, the Village has recently undertaken to amend and re-state the powers and duties of the Office of Village Manager, Hampshire Municipal Code, §1-12-1 et seq.; and

WHEREAS, certain duties concerning employees of the Village are at this time to be assigned to the Office of Village Manager; and

WHEREAS, duties pertaining to employees of the Village should accordingly be removed from the description of the powers and duties of the Village President.

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

Section 1. The Hampshire Municipal Code of 1985, as amended, shall be and hereby is further amended to modify the powers and duties of the Village President, in words and figures as follows:

CHAPTER 1	MUNICIPAL OFFICERS AND EMPLOYEES
ARTICLE 1	VILLAGE PRESIDENT
SECTION 1-1-3	POWERS AND DUTIES

A. The Village President shall be the President of the Board of Trustees and shall preside at all meetings of the Board.

B. The Village President shall, except as provided otherwise by the Illinois Compiled Statutes, have the powers and perform the duties of Chief Executive Officer of the Village.

C. The Village President shall appoint, by and with the advice and consent of the Board of Trustees, all officers of the Village whose election or appointment is not otherwise provided for by the Illinois Compiled Statutes. Any vacancy occurring in an appointive office shall be filled in the same manner.

D. The Village President shall supervise the conduct of all officers ~~and employees~~ of the Village and see that they faithfully and efficiently discharge the duties of their respective offices. He shall inquire into all reasonable complaints made against them and cause all their neglects or violations of duty to be promptly corrected; and he shall, in case he becomes satisfied that any officer ~~or employee~~ wilfully neglects or violates his duties, cause such officer to be prosecuted and punished.

E. The Village President may remove any officer ~~or employee~~ appointed by him, on any formal charge, whenever he is of the opinion that the interests of the Village demand removal; but he shall report the reasons for the removal to the Board of Trustees at a meeting to be held not less than five (5) nor more than ten (10) days after the removal. If the Village President fails or refuses to report to the Board of Trustees the reasons for the removal, or if the Board of Trustees, by a two-thirds ($\frac{2}{3}$) vote of all its elected members authorized by law, disapproves of the removal, the officer ~~or employee~~ thereupon shall be restored to the office or position from which he was removed. The vote shall be by yeas and nays, which vote shall be entered upon the Board of Trustees' minutes. Upon restoration, the officer ~~or employee~~ shall give a new bond, and a new oath of office, if required by law. No officer ~~or employee~~ shall be removed a second time for the same offense.

F. Whenever there is a dispute as to the respective powers or duties of any appointed officer ~~or employee~~ in the Village, the Village President shall settle the dispute after consulting with the Village Attorney.

G. The Village President shall have the power to delegate to any appointed officer ~~or employee~~ any duty which is to be performed when no specific officer has been directed to perform that duty.

H. The Village President shall sign all licenses and permits granted by the authority of the President and Board of Trustees, except as otherwise provided by law or Village ordinance.

I. If the Village President disapproves of any resolution, motion or ordinance, he shall return it to the Board of Trustees with his written objections at the next regular meeting not less than five (5) days after its passage. Any such vetoed resolution, motion or ordinance, upon reconsideration by the Board of Trustees, shall become effective if two-thirds ($\frac{2}{3}$) of the Board shall vote to pass it. (1985 Code)

J. The Village President shall appoint members of the Board of Trustees to serve on standing committees of the Board, and shall designate one (1) member of each such committee to serve as Chair, as provided in section 1-2-13 of this title. (Ord. 16-29, 12-1-2016)

K. The Village President shall have such additional powers and duties as provided by the Illinois Compiled Statutes.

Section 2. The Hampshire Municipal Code of 1985, as amended, shall be and hereby is further amended to modify the powers and duties of the Village President, in regard to certain employees, in words and figures as follows:

CHAPTER 1	MUNICIPAL OFFICERS AND EMPLOYEES
ARTICLE 14	BOARD OF POLICE COMMISSIONERS
SECTION 1-14-3	OTHER EMPLOYEES OF THE POLICE DEPARTMENT

Notwithstanding the powers of appointment of the board of police commissioners, the ~~president with the advice and consent of the board of trustees~~ Village Manager may ~~appoint~~ employ police crossing guards, radio operators, desk attendants, and other clerical workers who may be employees of the village, and who are not police officers, regardless of whether they shall wear a uniform or badge in the performance of their respective duties.

Section 3. The Hampshire Municipal Code of 1985, as amended, shall be and hereby is further amended to modify the powers and duties of the Village President, in regard to supervision of the Police Department, words and figures as follows:

CHAPTER 2	POLICE REGULATIONS
ARTICLE 1	POLICE DEPARTMENT
SECTION 2-1-3	DUTIES OF VILLAGE PRESIDENT SUPERVISION OVER DEPARTMENT

The ~~Village President, as the Chief Executive Officer of the Village~~ Village Manager shall exercise a general supervision and control over the Hampshire Police Department and the officers therein, and shall see that they are prompt and efficient in the discharge of their duties. The ~~Village President~~ Village Manager shall, from time to time, present information to the Board of Trustees regarding the affairs of the Village and shall recommend for their consideration such measures as shall be deemed necessary to preserve the peace and good order of the Village, and the prompt and efficient enforcement of all the laws and ordinances of the Village.

Section 4. 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 5. 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 6. This Ordinance shall be in full force and effect from and after its passage and approval, and publication in pamphlet form, as provided by law.

ADOPTED THIS ____ DAY OF _____, 2020.

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAIN: _____

APPROVED THIS ____ DAY OF _____, 2020.

Jeffrey R. Magnussen
Village President

ATTEST:

Linda Vasquez
Village Clerk

No. 20 -

**A RESOLUTION
AMENDING THE VILLAGE POLICY FOR REIMBURSEMENT OF
TRAVEL, MEAL AND LODGING EXPENSES OF VILLAGE OFFICERS
AND EMPLOYEES PURSUANT TO THE ILLINOIS LOCAL GOVERNMENT
TRAVEL EXPENSE ACT, AND FOR REIMBURSEMENT OF OTHER
EXPENDITURES BY VILLAGE OFFICERS AND EMPLOYEES**

WHEREAS, in 2017, the Village adopted a certain policy for reimbursement of certain travel, meal and lodging expenses, and other expenses, incurred by Village officers and employees; and

WHEREAS, from time to time, such officials and/or employees have incurred such expenses and have requested reimbursement thereof; and

WHEREAS, the Corporate Authorities have considered, and desire at this time make, amendments to such policy.

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

Section 1. A policy to govern reimbursements to be made to Village officers and/or employees for travel, meal and lodging expenses incurred by them in the course of conducting Village business, consistent with the Local Government Travel Expense Control Act, and to govern reimbursement of other expenditures made or to be made by such officers and/or employees, in words and figures as set forth on the attached document entitled "Policy for Reimbursement of Travel, Meal and Lodging Expenses and Other Expenditures – Revised 2020," shall be and is hereby adopted and approved for the Village of Hampshire.

Section 2. For purposes of this policy, for any time or times that the office of Village Manager is vacant, and unless otherwise specified for any specific event, the "authorized delegate" of the Village shall be deemed to be Village President.

Section 3. All reimbursements of such expenses or expenditures shall be made in accordance with this policy.

Section 4. This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

ADOPTED this _____ day of _____, 2020.

AYES: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

APPROVED this _____ day of _____, 2020.

Jeffrey R. Magnussen
Village President

ATTEST:

Linda Vasquez
Village Clerk

Village of Hampshire Expense Reimbursement Policy – Revised 2020

It is the policy of the Village of Hampshire to reimburse employees and elected officials for eligible expenses incurred during the course of Village business and Village business travel and in compliance with PA 099-0604. Upon approval of the Village President, or Village Manager, ~~Administrator~~ or his/her authorized delegate, reimbursement may occur for eligible expenses such as, but not limited to airfare, train fare, car rental, taxi, hotel accommodations, mileage, meals, parking, tolls and equipment.

Employees and elected officials are expected to show good judgement and common regard for economy when traveling or incurring a reasonable business related expenditure at the Village's expense. It is the responsibility of all individuals to select travel options that are the best available value. An employee must gain pre-approval from the department head prior to booking any airfare, rental vehicle or overnight stay accommodations or other expense to ensure that the planned itinerary or other expense is eligible for reimbursement according to this policy. A village official must gain authorization of the Village President, Village Manager, ~~Administrator~~ or his/her authorized delegate prior to booking any airfare, rental vehicle or overnight stay accommodations or other expense to ensure that the planned itinerary or other expense is eligible for reimbursement according to this policy.

In order to qualify for reimbursement, an employee must request prior written approval for expenses from his/her immediate supervisor and thereafter provide proof that the expenses were incurred on official Village business (e.g., submission of an approved reimbursement form and other appropriate documentation such as receipts as required by the Village). Expense reimbursement requests must be submitted no later than 4 weeks from the date the expense was incurred. Individuals submitting requests for reimbursement are personally responsible for their accuracy and propriety.

Mileage reimbursement will be periodically reviewed to ensure that it is consistent with the current IRS standard mileage rate. Lodging and meal reimbursement will be consistent with the U.S. General Services Administration (GSA) guidelines based on the location of the work activities (not the accommodations). Maximum amounts listed are a cap on expenses; actual expenses are expected to fall below the maximum amounts whenever possible.

~~Meal expenses are not reimbursable for attendance at meetings or conferences and the like when related to Village business.~~

Lodging expense is not reimbursable without an overnight stay. Only single occupancy rates up to the GSA maximum can be claimed. If two or more employees share lodging, the expense should be divided equally between the employees. An overnight stay is generally authorized only if an employee travels more than 75 miles (one way) from the Village or the traveler's residence, whichever is shorter, and the business travel and performance of official business will require 15 hours or more away.

Reimbursement will not be made for meal and lodging expenses for any days that an employee or official is absent due to personal reasons. Personal reasons include but are not limited to illness, family emergency, breakdown of a motor vehicle, and any occurrence not connected with official duties.

~~Alcoholic beverages and tips are not reimbursable expenses.~~ No employee or officer will be reimbursed for any entertainment expense, unless such entertainment is ancillary to the purpose of a particular program or event. Entertainment includes, but it not limited to, shows, amusements, theaters, circuses, sporting event, or any other place of public or private entertainment or amusement, ~~unless ancillary to the purpose of the program or event.~~

Under no circumstances are any expenses to be paid by the Village when incurred by a non-employee of the Village or for an unauthorized employee or officer (i.e., an employee or officer whose travel has not been approved as required by this policy).

Family members or other individuals may accompany an authorized Village employee traveler when he/she is traveling on official Village business; however, no expenses attributable to any family member or other individual will be reimbursable expenses. All reimbursement will be calculated as if the traveler were traveling alone.

Employees or officials who wish to combine a vacation with business travel must have approval from his/her Department Head, the Village President or Village Manager, ~~Administrator~~ or his/her authorized delegate. The employee or official will be reimbursed only for travel and expenses related to the Village business purpose and to and from that destination.

Other items of reasonable expense not addressed in this policy but necessary in the course of conducting Village business may ~~shall~~ be reimbursed after review and approval of the Department Head, Village President, Village Manager, ~~Administrator~~ or his/her authorized delegate.

Employees and officers desiring reimbursement must submit their request in writing to their Department Head, Village President, Village Manager, ~~Administrator~~ or his/her authorized delegate on the Village Board on a Travel, Meal and Lodging Expense Reimbursement Form with the following minimum documentation:

- Receipt of the cost of travel, meals, lodging e Name and signature of the individual who is requiring reimbursement
- Signature of the authorizing individual (Department Head, Village President, Village Manager, ~~Administrator~~ or authorized delegate.
- Date or dates and nature of official business for which the reimbursement is requested.

Reimbursement checks will be issued in the next regular accounts payable check-run after the reimbursement form as been submitted.

All documents and information submitted under this policy becomes public records subject to disclosure under the Freedom of Information Act.

Maximum expenditures are set forth in the schedules below, as required by statute. Additionally, as required by the Act, all expenditures of any elected official must be approved by roll call vote in open session, preferably before, but permissibly after the expense is incurred by the official.

Category of Expense	Maximum
Travel - Auto (privately owned)	IRS Standard Mileage Rate
Travel - Auto (rental) *	100% of cost of lease expensive economy rental
Travel - Train/Taxi/Limo/Shuttle	100% of fare of least expensive mode of transportation available
Travel — Airplane **	100% of best Coach/Economy Class Rate ***
Travel- Tolls	100% of tolls along direct route of travel
Travel - Parking	100% of best economy option
Lodging	GSA provided maximum based on location of work activities
Meals	GSA provided maximum based on location of work activities plus tips and gratuities not to exceed 20% of the reimbursed amount.

Incidental Travel Expense ****	GSA provided maximum based on location of work activities
--------------------------------	---

- * Auto rental is authorized only if renting a vehicle and driving is more economical than any other type of transportation or if the destination is not otherwise accessible. Documentation (e.g. airfare quote) is required to demonstrate cost comparison when considering vehicle rental and driving over flying. Damage Waiver or Collision Damage Waiver or Loss Damage Waiver and Liability Insurance coverage are required. The Village will not reimburse any other type of supplemental insurance.
- ** Traveler should book flights at least 32 days in advance of travel to avoid premium airfare pricing.
- *** Economy plus, seating upgrades, or pre-boarding options are not permitted to be purchased with Village funds and will not be reimbursed.
- **** Incidental travel expenses are defined as fees and tips given to porters, baggage carriers, hotel staff, etc. A receipt for these expenses is not required.

No. 20 -

**A RESOLUTION
ENDORISING THE GUIDELINES FOR OPERATION OF
FARMER'S MARKETS, UPDATED APRIL 8, 2020, AND PUBLISHED
BY THE ILLINOIS FARMERS MARKET ASSOCIATION**

WHEREAS, from time to time, persons have conducted and operated a seasonal, open market, commonly referred to as a "farmer's market," in the Village during warm weather months of the year; and

WHEREAS, the Illinois Farmers Market Association has published certain guidelines for the operation of such "farmer's markets" under the current circumstances affected by the COVID-19 pandemic; and

WHEREAS, the Corporate Authorities wish to endorse such guidelines for the operation of any such "farmer's markets" under the current circumstances affected by the COVID-19 pandemic, for the health, safety and welfare of the persons patronizing such markets in the Village.

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

Section 1. The Corporate Authorities of the Village of Hampshire endorse the "In-and-Out Market Guidelines, updated April 8, 2020," as published by the Illinois Farmers Market Association ("ILFMA") (copy attached) and encourage any such market conducted and operated in the Village to include such signage, health-related measures, and operating conditions as are suggested by such guidelines, for the health, safety and welfare of those persons patronizing such markets.

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

Section 3. This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

ADOPTED THIS ____ DAY OF _____, 2020.

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAIN: _____

APPROVED THIS _____ DAY OF _____, 2020.

Jeffrey R. Magnussen
Village President

ATTEST:

Linda Vasquez
Village Clerk

DRAFT

DRAFT



In-and-Out Market Guidelines

Updated April 8, 2020

FARMERS MARKET MANAGERS

This season, farmers markets are transitioning from community gathering spaces to transaction based markets, or IN-and-OUT Markets.



ACCEPTING VENDORS FOR THE 2020 SEASON

- Limit vendors to food products, including agricultural products, value added products, and cottage food.
- Add additional products at market managers' discretion.
- Continue to promote non-food market vendors encouraging on-line shopping and alternative pick-ups or shipping.



SETTING UP YOUR FARMERS MARKET

- Work with state and local agencies and governments to ensure compliance with regulations and standards.
- Consider adding an Illinois Department of Public Health (IDPH) approved handwashing station to the market entrance. If not available, provide Centers for Disease Control (CDC) approved hand sanitizer, either 60% ethanol or 70% isopropanol hand sanitizer.
- Add signage to market entrance(s) outlining expected customer practices:
 - Do not enter if sick.
 - Always maintain 6 feet social distancing.





ADD SIGNAGE TO EACH MARKET BOOTH OUTLINING PURCHASING & HANDLING PRACTICES EXPECTED

- Do not touch products.
- Use credit/EBT/debit or cash-no change will be offered.
- Maintain social distance while waiting in line.
- Be ready to order when it is your turn
- Choice may be limited.
- Wash all products before use or cooking.



CONSIDERATIONS FOR LARGER MARKETS OR THOSE OPERATING IN SMALLER SPACES

- Limiting the number of people shopping at a time:
 - Setting up 20-minute shopping slots.
 - Add a designated shopping time or other delivery services for vulnerable patrons, the elderly and disabled.



OTHER MARKET CONSIDERATIONS

- No consumable products or food prepared on site.
- No open alcohol, alcohol sales where approved are limited to bottles and cans
- No food demonstrations.
- All stands must have a IDPH farmers market portable hand washing station.
- All stands must use vinyl or plastic table covers for easy sanitizing.
- All vendors must sanitize their stands regularly; wiping down tables, terminals, cash boxes, etc. with approved disinfectants.
- No gathering, no sitting, no entertainment, no eating on site, or other activities.
- No restrooms. Stagger booths to ensure adequate space for social distancing while shopping and waiting in line.
- Redesign the market space to allow stand spaces to have at least 6 feet of distance between the tents, more where possible, to reduce congestion and contact.
- Redesign booths adding a transaction table, product behind.
- Use tape or chalk to note 6 feet spaces and to direct customer lines.
- Require staff, volunteers, and vendors to wear gloves and masks.
- Consider one-way movement if space is confined or narrow.
- Implement market guidelines for safe handling of Link/EBT and nutrition incentive transactions.

AGENDA SUPPLEMENT

TO: Village President and Board of Trustees, and Village Manager
FROM: Mark Schuster / Village Attorney
DATE: March 19, 2020
RE: Regulations for Mobile Food Vendors

The questions raised at the 4-2-20 Board meeting concerning draft regulations for mobile food vendors in the Village included the following items:

1. Where should food trucks be allowed/excluded?
 - a) On public properties? -- Consensus seemed to be “yes – exclude from public property.”
 - i) Also, there was no consensus to appoint a particular location for a gathering of food trucks, such as at the public parking lot on Rinn Street...
 - ii) Any particular zoning districts?
 - b) A certain distance away from existing restaurants?
 - i) Illinois case law would allow the Village to set a minimum distance from existing “brick-and-mortar” restaurants.
 - ii) 250’ was suggested.
2. What license fee should be charged?
 - a) \$ 50.00 / annual
 - b) \$100.00 / annual
3. Rules should be as similar as can be to restaurant rules.
 - a) Exclude background checks for owners/employees..
 - b) Reduce the recitation of cleanliness regulations – leave this to Dept. of Health?
 - Does the Kane Co. Dept. of Health inspect / have the capacity to inspect mobile food vendors?
4. Public events such as Coon Creek Days should be excluded?
 - a) How to define Public Event (so as to distinguish which are exempt)?
 - b) Why exempt such events – to forego license fee?
 - c) A Public Event should be excluded so as to allow for operation at a (temporary) fixed location, without requirement for regular movement, during the Event?
 - c) However, public health regulations should continue to apply to such Events...

Action(s) Needed

- A. Review the attached, revised draft Ordinance establishing regulations governing mobile food vendors in the Village.
- B. Approve such regulations (including any further modifications).

No. 20 -

**AN ORDINANCE
ADOPTING CERTAIN REGULATIONS GOVERNING THE
OPERATION OF MOBILE FOOD VENDORS IN THE VILLAGE**

WHEREAS, certain persons are from time to time operating as mobile food vendors in the Village; and

WHEREAS, the Village has authority under the law to regulate places of eating in the Village, which includes the authority to license same; and;

WHEREAS, the Corporate Authorities desire at this time to adopt certain regulations governing the operation of mobile food vendors, including but not limited to food trucks and ice cream vendors, in the Village for the general health, safety and welfare of the residents of the Village.

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

Section 1. The Hampshire Municipal Code of 1985, as amended, shall be and is hereby further amended to provide for certain regulations governing the operation of mobile food vendors in the Village, in Chapter 4: Business Regulations, Article , in words and figures, as follows:

See Text of Regulations
attached and incorporated herein as Exhibit "A"

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 _____, 2020.

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAIN: _____

APPROVED THIS _____ DAY OF _____, 2020.

Jeffrey R. Magnussen
Village President

ATTEST:

Linda Vasquez
Village Clerk

CERTIFICATE

The undersigned hereby certifies:

1. I am the Village Clerk for the Village of Hampshire, Kane County, Illinois.
2. On _____, 2020, the Corporate Authorities of the Village enacted this Ordinance No. 20 - ____, which provided by its terms that it shall be published in pamphlet form.
3. The pamphlet form of this Ordinance was duly prepared by me, and a copy of said Ordinance was thereafter posted in the Village Hall at 234 South State Street in the Village, commencing on _____, 2020 and continuing thereafter for not less the next following ten (10) days.
4. A copy of this Ordinance was also available for public inspection, after the date of its enactment, and upon request, at the Office of the Village Clerk.

Linda Vasquez
Village Clerk

CHAPTER 4 BUSINESS REGULATIONS

**ARTICLE XIII OUTDOOR SEATING AT RESTAURANTS; MOBILE
FOOD VENDORS**

THESE ARE THE CURRENT REGULATIONS FOR OUTDOOR SEATING:

4-13-1: LICENSE REQUIRED:

- A. It shall be unlawful for any person engaged in the business of operating a restaurant in the village to allow outdoor seating of patrons within twenty feet (20') of any village sidewalk, alley or right of way without having first obtained a license therefor.*
- B. It shall be unlawful for any person to operate as a mobile food vendor within the village without having first obtained a license therefor.*

4-13-2: OUTDOOR SEATING LICENSE:

- A. Application: Application for such license shall be made to the village clerk, on a form prescribed therefor; said application shall be accompanied by a certificate of insurance for the applicant's premises and/or vehicle, respectively.*
- B. Fee: The fee for an annual license shall be established from time to time by the board of trustees; payable in advance; licenses shall be issued on January 1 of each year, and shall expire on December 31 of said year. The fee shall not be prorated for any such license issued at any time during said period.*
- C. Requirements for Outdoor Seating License:*
- 1. Sidewalks. Any licensee shall at all times comply with the provisions of Chapter 9 of this code, pertaining to sidewalks in the village.*
 - 2. Noise. The licensee shall not permit such noise as shall cause a disturbance of the peace to any adjacent or surrounding properties and uses.*
 - 3. Hours. Outdoor seating shall not be allowed after ten o'clock (10:00) P.M. on any day.*
 - 4. Condition. The licensee shall maintain any outdoor seating area in a clean, sanitary, and well-kept condition, free of litter, at all times; the licensee shall provide adequate receptacles for trash in the outdoor seating area.*
 - 5. Removal. Any licensee providing outdoor seating within ten feet (10') of the property line of the premises shall at the end of business each day remove any tables, chairs, and other accessories from the outdoor area.*

6. Insurance. No such seating shall be allowed unless there is first deposited with the village clerk a certificate of insurance issued by a liability insurance company authorized to do business in the state of Illinois, naming the village as an additional insured for personal injury and property damage with limits of coverage not less than three hundred thousand dollars (\$300,000.00) per person and one million dollars (\$1,000,000.00) per occurrence for personal injuries and one hundred thousand dollars (\$100,000.00) for property damage.

D. Exemption: Any person engaged in the business of operating a restaurant and who provides any outdoor seating for its patrons which is located twenty feet (20') or more from any public sidewalk, alley, or right of way shall be exempt from the provisions of this article.

NEW REGULATIONS FOR FOOD TRUCKS / ICE CREAM VENDORS > Revisions after 4-2-20 meeting are in Boldface and Cross-Out:

4-13-3: MOBILE FOOD VENDOR LICENSE:

A. Definitions. The following words and phrases shall have the meanings set forth herein:

1. **"Dusk" shall mean the time commencing thirty minutes before sunset.**
2. "Edible goods" shall mean any food prepared for immediate human consumption and shall include pre-packaged food items, pre-prepared food items, and on-site prepared food items for immediate human consumption. Edible goods shall not include food that is intended to be prepared by the purchaser prior to human consumption.
2. "Mobile" means the state of being active, but not necessarily continuous movement.
3. "Mobile food vendor" shall mean any person who sells edible goods from a non-stationary location upon the village roadways or sidewalks and shall include:
 - a. "Mobile food trucks," which shall mean any self-contained motorized unit selling edible goods.
 - b. "Mobile food carts," which shall mean any non-motorized unit selling edible goods.

B. Eligibility for License:

1. No such license shall be issued to or held by any person:
 - a. who has provided incomplete or incorrect information on an application,
 - b. who has violated any provision of state law or the village code, or
 - c. who has not registered to collect appropriate sales tax for sales occurring in the village.
 - c. ~~who is not a person of good character,~~
 - d. ~~who has been convicted of a felony within the past ten (10) years, or~~

- ~~e. who must register or is registered as a sex offender as required by the Sex Offender Registration Act, 730 ILCS 150;~~
- ~~2. No such license shall be issued to or held by any corporation if any officer thereof would be ineligible for a license under sub-section (B)(1) above.~~
- ~~3. No licensee shall employ any person who has been convicted of a felony within the past ten (10) years, or who must register or is registered as a sex offender as required by the Illinois Sex Offender Registration Act, 730 ILCS 150.~~
- ~~4. Every person who is a licensee, or an officer of any corporation who is a licensee; and who is employed in the operation of any mobile food vendor in the Village, shall undergo a criminal background check, to be performed by the chief of police, or his/her designee, through the Illinois State Police, Bureau of Identification and the Federal Bureau of Investigation's database systems. A fee in an amount set from time to time by the Board of Trustees shall be paid by the applicant for license, or the person or entity holding such license, for each background investigation to be conducted.~~
- C. Application. Applications for a license to operate as a mobile food vendor in the Village shall be made on a form or forms provided by the Village for that purpose, and filed with the Village Clerk together with the applicable fee(s) **established from time to time by the Board of Trustees**. Each application shall contain all required information, and shall be signed by the applicant, under oath, and notarized.
- D. Operators. The licensee shall submit to the Village Clerk a list of persons who will operate a mobile food truck or cart upon application for a license and at such other time as the Village Manager or his/her designated representative shall request.
- E. Conduct of operators. It shall be unlawful for any person operating a mobile food vendor truck or cart while on duty to shout or call out to prospective customers or to disturb the peace in any manner, or to drink or possess any intoxicating liquor or alcoholic beverage.
- F. Vehicles in service. No license shall be issued to any person, firm or corporation that does not have mobile food vendor trucks or carts then in service **or presently available to be put in service**.
- G. Limit on number. The allowed number of business licenses or the number of trucks or carts permitted per licensee may be limited by ordinance.
- H. License for vehicle; inspections. No mobile food truck shall be operated unless it bears a valid, state-issued vehicle license, and no such truck shall be operated in the Village unless it is equipped with proper brakes, lights, tires, horn, muffler, rear vision mirror, and windshield wipers in good condition. It shall be the duty of the owner to furnish to the village an inspection report for each truck on an annual basis, with a certificate of safety, indicating that the truck is in a safe mechanical condition. No truck shall be operated upon the streets of the village without such safety certificate. If any such inspection indicates that the truck is not in a safe mechanical condition, it shall then be

operated in the village until it has been repaired, submitted for re-testing, and a safety certificate has been issued indicating that it has no mechanical defects.

I. Displays: Each mobile food truck or cart display the following:

1. On each side, in letters readable from a distance of fifty (50) feet, the name of the licensee operating it.
2. An identifying number displayed on each side of such truck or cart, if more than one truck or cart is operated by a licensee.
3. An operator's identification card, including a picture of the operator, prominently displayed upon the operator so that it is clearly visible to the customers at the point of sale.
4. A copy of any required Kane County Health Department permit.

J. Operations: All mobile food vendors shall comply with the following general rules:

1. The exterior of each truck and cart shall be kept in good repair to prevent the entrance of dirt, dust, insects or vermin; and each truck and cart shall be thoroughly cleaned prior to each subsequent day of operations.
2. It shall be unlawful to permit waste matter, including but not limited to stale or outdated food, or decaying matter, to be present or to accumulate in or on any such truck or cart while it is in operation. If unwrapped foodstuffs are transported in any such vehicles, such goods shall be carried in a portion or compartment of the truck or cart which is screened and protected. Each truck or cart shall be equipped with an appropriate trash receptacle.
3. Readily perishable foods or beverages, while in transit, shall be maintained at a temperature of not less than 35° F. and not more than 50° F. and for frozen foods at not more than 32° F. The compartments in the trucks and carts used for carrying such foods shall be so constructed, equipped and maintained as to preserve the required temperature.
4. Only single service edible goods shall be sold.
5. No food of any kind shall be offered for sale which is spoiled, unwholesome, or unfit for human consumption.
6. No food or drink shall be offered for sale that has been adulterated by any harmful material.
7. Only single service food utensils shall be used. Single service items shall be individually wrapped and kept in the clean and sanitary condition.
8. All food and supplies shall be adequately stored within the mobile food truck or cart.

9. All off-site food preparation shall be conducted at a licensed food facility, in strict accordance with all applicable village and county health codes and regulations.
10. All food handlers shall keep themselves clean and shall wear sanitary gloves in the handling of any unpackaged food.
11. Any mobile food truck or cart equipped with any form of sound equipment shall not exceed limitations imposed under Section 6-3-13 of this Code, and shall not otherwise cause a disturbance of the peace to any adjacent or surrounding properties and uses. No sound shall be allowed during such times as the truck or cart are stopped.

K. Sales. Sales from a mobile food vendor shall be subject to the following:

1. The licensee shall be permitted to sell food products from the licensed trucks or carts between the hours of 9:00 a.m. and 8:00 p.m. or dusk, whichever is earlier.
2. Sales from any mobile food truck or cart shall not occur at any location within _____ feet

[NOTE > 250 feet has been suggested]

of EITHER: -- "the entrance to an existing restaurant" OR
 -- "the nearest property line of a parcel on which is located an existing restaurant"

in the Village.

~~...be allowed only in the M-1 Restricted Industrial Zoning District, M-2 General Industrial Zoning District and M-3 Industrial Zoning District in the Village, and shall be prohibited at all other locations; provided, sales from a mobile food vendor which offers only ice cream, frozen dairy, and/or other frozen or refrigerated products for dessert and snack purposes shall be allowed anywhere in the Village.~~

3. All sales from any roadway must be conducted from licensed trucks or carts that have come to a full stop at the curb line of the roadway upon which the sales are being made.
4. **Except as provided in sub-section 3 above, sales from a mobile food vendor shall not be made on any public property, including but not limited to any public parking lot or public park or open space.**
5. In no event shall the sales activities of any mobile food vendor impede vehicular or pedestrian travel.
6. No mobile food vendor shall conduct sales from a stationary location on any roadway or sidewalk for more than thirty (30) minutes' duration; provided, a mobile food vendor which offers for sale only ice cream, frozen dairy, and/or other frozen or refrigerated products for

dessert and snack purposes only shall be stationary for no more than ten (10) minutes at any one location.

NOTE > Do ice cream trucks "park" at the Park / baseball fields for longer than 10 minutes?

7. No person who operates a mobile food truck or cart shall place any food or supplies on the ground, or on tables or any other object not part of the mobile food truck or cart. No person who operates a mobile food truck or cart shall place tables or chairs on the ground adjacent to or in the vicinity of a truck or cart.

8. ***MOVED TO (J)(11) ABOVE.***

L. Insurance. No mobile food truck or cart shall be operated unless it is covered by a policy of insurance for liability, naming the Village as an additional insured, in amounts not less than the following: or personal injury and property damage with limits of coverage not less than three hundred thousand dollars (\$300,000.00) per person and one million dollars (\$1,000,000.00) per occurrence for personal injuries and one hundred thousand dollars (\$100,000.00) for property damage. The applicant for license shall furnish to the Village Clerk a copy of an appropriate certificate of insurance prior to the issuance of a license.

M. Revocation: A license issued pursuant to the Chapter may be revoked by the Corporate Authorities for violation of the provisions of this Article, or for a violation of any other provision of this Code relating to the conduct of such business, the condition of the premises, the articles sold, or to the license required.

N. Exemptions. WHO / WHAT IS TO BE EXEMPT?

Suggestion > Any mobile food vendor approved to participate in an event sanctioned by the Village may be exempted, by approval of the Corporate Authorities, from some or all of the licensing, sale, and operating requirements of this Article, but shall in any event obtain and display at all times an appropriate permit from the Kane County Health Department.

4-13-4: PENALTY: Any person who violates any provision of this article shall be fined not less than one hundred dollars (\$100.00) and not more than seven hundred fifty dollars (\$750.00); and each day a violation exists or continues shall be considered a separate violation.

VILLAGE OF HAMPSHIRE

Accounts Payable

May 7, 2020

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

Total: \$544,566.37

To be paid on or before
May 13, 2020

Village President: _____

Attest: _____

Village Clerk: _____

Date: _____

VILLAGE OF HAMPSHIRE

Accounts Payable

May 7, 2020

The President and Board of Trustees of the Village of Hampshire
Recommends the following **Employee/Trustee:** Brett Myers, Brian Thompson, Cody Grindley, Colton Jeralds, Garrett Ferrell,
Jay Hedges, John Huff, Josh Wray, Mark Montgomery, Nicholas Orsolini, and William Panzloff
Warrant in the amount of

Total: \$1,081.28

To be paid on or before
May 13, 2020

Village President: _____

Attest: _____

Village Clerk: _____

Date: _____

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INVOICES DUE ON/BEFORE 08/31/2020
INVOICES IN BATCH 050120

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT

ACEGE	TOBINSON'S ACE HARDWARE #03999							
99238/1	04/20/20	01	NYLON ROPE/SNAP BOLT	010030034680			05/20/20	23.57
							INVOICE TOTAL:	23.57
							VENDOR TOTAL:	23.57
AEC	ASSOC ELECTRICAL CONTRACTORS							
350071566	04/30/20	01	WWTP HOIST WIRING	310010024120			05/30/20	3,150.00
							INVOICE TOTAL:	3,150.00
							VENDOR TOTAL:	3,150.00
ALGR	ALPHA GRAPHICS							
25877	04/22/20	01	BANNERS	010010034650			05/22/20	990.37
							INVOICE TOTAL:	990.37
							VENDOR TOTAL:	990.37
AT&T	AT&T							
050120	04/24/20	01	286721221	300010024230			05/22/20	134.89
		02	287708728	300010024230				111.68
		03	289265609	300010024230				89.78
		04	291249633	010030024230				73.29
							INVOICE TOTAL:	409.64
							VENDOR TOTAL:	409.64
AXON	AXON ENTERPRISE, INC							
SI-1653464	04/17/20	01	TASER	010020054906			05/17/20	1,671.00
		02	CARTRIDGES	010020034680				1,192.50
							INVOICE TOTAL:	2,863.50
							VENDOR TOTAL:	2,863.50
B&F	B&F CONSTRUCTION CODE SERVICES							

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VILLAGE OF HAMPSHIRE
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INVOICES DUE ON/BEFORE 08/31/2020
INVOICES IN BATCH 050120

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT

B&F	B&F CONSTRUCTION CODE SERVICES							
53563	04/15/20	01	GABR MECHANICL/FIRE DET REVIEW	010010024390			05/15/20	286.94
							INVOICE TOTAL:	286.94
53579	04/17/20	01	DAYTON FREIGHT ELEVATOR REVIEW	010010024390			05/17/20	300.00
							INVOICE TOTAL:	300.00
53603	04/20/20	01	INDSTRIAL PK ELECTRICAL REVIEW	010010024390			05/20/20	200.00
							INVOICE TOTAL:	200.00
53641	04/29/20	01	DAYTON FREIGHT REVISIONS	010010024390			05/29/20	450.00
							INVOICE TOTAL:	450.00
							VENDOR TOTAL:	1,236.94
B&KPO	B & K POWER EQUIPMENT INC.							
158600	04/02/20	01	LID FOR WATER TANK	010030034680			05/02/20	22.06
							INVOICE TOTAL:	22.06
							VENDOR TOTAL:	22.06
BEFA	BEAN'S FARM, INC.							
17708	04/23/20	01	YARD REPAIR	010030024130			05/23/20	100.00
							INVOICE TOTAL:	100.00
							VENDOR TOTAL:	100.00
BRMY	BRETT MYERS							
3439921	04/16/20	01	REIMBURSE UNIFORM COVERALLS	300010034690			05/16/20	44.99
							INVOICE TOTAL:	44.99
							VENDOR TOTAL:	44.99
BRTH	BRIAN THOMPSON							
9653J	04/15/20	01	COVID-19 REIMBURSE THERMOMETER	010020034680			05/21/20	55.23
							INVOICE TOTAL:	55.23
							VENDOR TOTAL:	55.23

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VILLAGE OF HAMPSHIRE
DETAIL BOARD REPORT

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INVOICES DUE ON/BEFORE 08/31/2020
INVOICES IN BATCH 050120

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
CAVA	CAM-VAC INC							
1661	04/09/20	01	CLEAN STORM SEWER	010030024130			05/09/20	6,247.67
							INVOICE TOTAL:	6,247.67
							VENDOR TOTAL:	6,247.67
CHPA	CHAMPION PAVING CORP.							
611828	04/27/20	01	WATER MAIN PATCHES	300010024160			05/27/20	9,800.00
							INVOICE TOTAL:	9,800.00
							VENDOR TOTAL:	9,800.00
COGR	CODY GRINDLEY							
050120	05/01/20	01	CELL PHONE STIPEND	010020024230			05/30/20	40.00
							INVOICE TOTAL:	40.00
							VENDOR TOTAL:	40.00
COJE	COLTON JERALDS							
050420	05/04/20	01	CELL PHONE STIPEND	010020024230			05/30/20	40.00
							INVOICE TOTAL:	40.00
							VENDOR TOTAL:	40.00
COMED	COMED							
050120	04/10/20	01	5175128047	010030024260			06/12/20	1,103.67
		02	2244132001	010030024260				2,219.65
		03	0710116073	010030024260				59.30
		04	3461028010	010030024260				69.39
		05	1329062027	010030024260				10.64
		06	0524674020	010030024260				19.18
		07	4623084055	010030024260				37.25
		08	0657057031	010030024260				166.46
		09	1862215004	310010024260				3,847.76

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VILLAGE OF HAMPSHIRE
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INVOICES DUE ON/BEFORE 08/31/2020
INVOICES IN BATCH 050120

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT

COMED	COMED							
050120	04/10/20	10	4997016005	310010024260			06/12/20	134.44
		11	9705026025	300010024260				648.09
		12	6987002019	300010024260				142.37
		13	0495111058	300010024260				145.57
		14	2599100000	300010024260				1,596.48
		15	2289551008	300010024260				94.01
		16	2676085011	300010024260				2,586.13
		17	0255144168	300010024260				304.10
		18	0030163001	300010024260				1,409.76
		19	1532148012	310010024260				175.48
		20	2323117051	300010024260				147.90
		21	0729114032	310010024260				107.51
		22	7101073024	310010024260				551.45
		23	1939142034	310010024260				252.82
		24	4755010063	300010024260				834.33
							INVOICE TOTAL:	16,663.74
							VENDOR TOTAL:	16,663.74
CUBE	CULLIGAN OF BELVIDERE							
050120	04/30/20	01	85662	010010024280			05/26/20	84.70
		02	104711	010020024280				50.80
		03	93740	010030024280				44.30
		04	93732	300010024280				25.90
		05	93732	310010024280				25.90
							INVOICE TOTAL:	231.60
							VENDOR TOTAL:	231.60
DAME	DAHME MECHANICAL INDUSTRIES							
20200150	04/20/20	01	BRINE SYSTEM REHAB/REPAIR	300010024120			05/20/20	7,150.00
							INVOICE TOTAL:	7,150.00
							VENDOR TOTAL:	7,150.00

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VILLAGE OF HAMPSHIRE
DETAIL BOARD REPORT

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INVOICES DUE ON/BEFORE 08/31/2020
INVOICES IN BATCH 050120

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
DIEN DIRECT ENERGY BUSINESS								
041320	04/13/20	01	1510867	300010024260			05/13/20	1,082.81
		02	1510796	300010024260				2,365.77
		03	1510797	310010024260				6,367.10
		04	1510866	310010024260				227.56
							INVOICE TOTAL:	10,043.24
							VENDOR TOTAL:	10,043.24
DIWO DIESEL WORKS INC								
3957	04/28/20	01	1999 TRUCK REPAIR	310010024110			05/28/20	3,692.74
							INVOICE TOTAL:	3,692.74
							VENDOR TOTAL:	3,692.74
GAASIN GASVODA & ASSOCIATES, INC.								
INV2000773	04/08/20	01	WWTP REPAIR EFFLUENT METER	310010024120			05/08/20	5,796.20
							INVOICE TOTAL:	5,796.20
							VENDOR TOTAL:	5,796.20
GAFE GARRETT FERRELL								
9111445	04/29/20	01	REIMBURSE UNIFORM JEANS	010030034690			05/29/20	47.98
							INVOICE TOTAL:	47.98
							VENDOR TOTAL:	47.98
GALL GALLS LLC								
015424147	04/08/20	01	UNIFORM	010020034690			05/08/20	45.30
							INVOICE TOTAL:	45.30
015436199	04/09/20	01	UNIFORM	010020034690			05/09/20	337.05
							INVOICE TOTAL:	337.05
							VENDOR TOTAL:	382.35

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VILLAGE OF HAMPSHIRE
DETAIL BOARD REPORT

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INVOICES DUE ON/BEFORE 08/31/2020
INVOICES IN BATCH 050120

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT

GTU	GOVTEMPSUSA LLC							
2989296	03/12/20	01	TEMP ASSISTANT	010010024380			03/12/20	2,688.00
							INVOICE TOTAL:	2,688.00
2998340	03/26/20	01	TEMP ASSISTANT	010010024380			03/26/20	2,688.00
							INVOICE TOTAL:	2,688.00
3506676	04/09/20	01	TEMP ASSISTANT	010010024380			04/09/20	2,688.00
							INVOICE TOTAL:	2,688.00
3513496	04/23/20	01	TEMP ASSISTANT	010010024380			04/23/20	2,688.00
							INVOICE TOTAL:	2,688.00
							VENDOR TOTAL:	10,752.00
HAAUPA HAMPSHIRE AUTO PARTS								
010020024110	04/30/20	01	WASH BRUSH	010020024110			05/30/20	10.95
							INVOICE TOTAL:	10.95
552787	04/24/20	01	GLOVES	010030034670			05/24/20	109.90
							INVOICE TOTAL:	109.90
553045	04/27/20	01	SCREW	010030034680			05/27/20	0.54
							INVOICE TOTAL:	0.54
553082	04/27/20	01	TOOL SET/CAR WASH/CLEANER	010020024110			05/27/20	87.48
							INVOICE TOTAL:	87.48
553315	04/30/20	01	PX ALUM ANTI-SE	010030034680			06/30/20	8.07
							INVOICE TOTAL:	8.07
							VENDOR TOTAL:	216.94
HAIN HAWKINS, INC.								
4703677	04/23/20	01	WWTP ALUM	310010034680			05/23/20	4,573.20
							INVOICE TOTAL:	4,573.20
							VENDOR TOTAL:	4,573.20

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VILLAGE OF HAMPSHIRE
DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 08/31/2020
INVOICES IN BATCH 050120

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT

IEPAFISC IEPA								
L17-1711 050420	05/04/20	01	LOAN PAYMENT	310010044793			05/15/20	119,623.39
		02	LOAN PAYMENT	310010044792				9,926.55
							INVOICE TOTAL:	129,549.94
							VENDOR TOTAL:	129,549.94
IPODBA IPO/DBA CARDUNAL OFFICE SUPPLY								
622052-1	04/09/20	01	COVID-19 SOAP/SANITIZER	010010034650			05/09/20	22.20
							INVOICE TOTAL:	22.20
622717-0	04/13/20	01	PAPER	010020034650			05/13/20	50.87
							INVOICE TOTAL:	50.87
622861-0	04/17/20	01	INK CRG PSTMTR	010010034650			05/17/20	83.18
							INVOICE TOTAL:	83.18
623051-0	04/24/20	01	BATTERIES/RUBBERBANDS	010010034650			05/24/20	24.95
							INVOICE TOTAL:	24.95
623114-0	04/27/20	01	PAPER SUPPLIES	010010034650			05/27/20	39.98
							INVOICE TOTAL:	39.98
623150-0	04/29/20	01	CALC RIBBONS	010010034650			05/29/20	6.99
							INVOICE TOTAL:	6.99
							VENDOR TOTAL:	228.17
IPRF ILLINOIS PUBLIC RISK FUND								
61443	04/09/20	01	JUNE'S WORKERS COMP	010010024210			06/01/20	2,036.00
		02	JUNE'S WORKERS COMP	300010024210				2,036.00
		03	JUNE'S WORKERS COMP	310010024210				2,036.00
							INVOICE TOTAL:	6,108.00
							VENDOR TOTAL:	6,108.00

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VILLAGE OF HAMPSHIRE
DETAIL BOARD REPORT

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INVOICES DUE ON/BEFORE 08/31/2020
INVOICES IN BATCH 050120

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT

JAHE	JAY HEDGES							
041520	04/15/20	01	CELL PHONE STIPEND	010010024230			05/15/20	160.00
							INVOICE TOTAL:	160.00
041520A	04/15/20	01	REIMBURSE OFFICE EXPENSE	010010034650			05/15/20	24.60
							INVOICE TOTAL:	24.60
043020	04/30/20	01	COVID-19 REIMBRE VH KN95 MASKS	010010034650			05/30/20	73.80
		02	COVID-19 REIMBRE PD KN95 MASKS	010020034680				147.60
							INVOICE TOTAL:	221.40
							VENDOR TOTAL:	406.00
JAM	JAMES MOTORS							
042020A	04/20/20	01	2018 DODGE RAM 1500 PICKUP	300010044965			04/20/20	14,605.00
		02	2018 DODGE RAM 1500 PICKUP	310010044965				14,605.00
							INVOICE TOTAL:	29,210.00
							VENDOR TOTAL:	29,210.00
JOHU	JOHN HUFF							
050120	05/01/20	01	CELL PHONE STIPEND	010020024230			05/30/20	40.00
							INVOICE TOTAL:	40.00
							VENDOR TOTAL:	40.00
JOWR	JOSH WRAY							
11163A	04/22/20	01	REIMBURSEMENT ILCMA	010010024430			04/22/20	30.00
							INVOICE TOTAL:	30.00
							VENDOR TOTAL:	30.00
KACOC	KANE COUNTY CHIEFS OF POLICE							
1170	05/02/20	01	FY2020 ANNUAL TASK FORCE DUES	010020024430			06/02/20	750.00
							INVOICE TOTAL:	750.00
							VENDOR TOTAL:	750.00

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INVOICES DUE ON/BEFORE 08/31/2020
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INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
KCCC JEFFREY R KEEGAN								
042720	04/27/20	01	COVID-19 PD JANITRIAL CLEANING	010020024380			05/27/20	480.00
							INVOICE TOTAL:	480.00
042720A	04/28/20	01	COVID-19 VH JANITRIAL CLEANING	010010024380			05/27/20	315.00
							INVOICE TOTAL:	315.00
4/27/20	04/27/20	01	CLEANING 4/6 - 4/11	010020024380			05/27/20	30.00
							INVOICE TOTAL:	30.00
							VENDOR TOTAL:	825.00
KCFD KANE COUNTY TREASURER								
2020-000000003	05/04/20	01	RECOVERY BOND INTEREST	280010064700			06/01/20	1,018.46
							INVOICE TOTAL:	1,018.46
							VENDOR TOTAL:	1,018.46
KONMIN KONICA MINOLTA BUS SOLUTION								
265638772	04/22/20	01	VH MONTHLY MAINTENANCE	010010024340			05/22/20	172.92
							INVOICE TOTAL:	172.92
							VENDOR TOTAL:	172.92
MAG MAGPUL								
ARI801856	04/29/20	01	EQUIPMENT	010020054906			05/29/20	272.75
							INVOICE TOTAL:	272.75
							VENDOR TOTAL:	272.75
MAKR MARC KRESMERY CONSTRUCTION LLC								
4909	04/30/20	01	PS CHECK VALVE REPLACEMNT	310010024120			05/30/20	24,550.00
							INVOICE TOTAL:	24,550.00
4910	04/30/20	01	PS CHECK VALVE REPLACEMENT	310010024120			05/30/20	22,910.00
							INVOICE TOTAL:	22,910.00
							VENDOR TOTAL:	47,460.00

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VILLAGE OF HAMPSHIRE
DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 08/31/2020
INVOICES IN BATCH 050120

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT

MAMO	MARK MONTGOMERY							
3133A	04/05/20	01	REIMBURSE FOR UNIFORM	310010034690			04/17/20	87.09
							INVOICE TOTAL:	87.09
							VENDOR TOTAL:	87.09
MECO	MEDIACOM							
040920	04/09/20	01	VH INTERNET	010010024230			05/07/20	66.90
							INVOICE TOTAL:	66.90
							VENDOR TOTAL:	66.90
MISA	MIDWEST SALT							
P451615	05/01/20	01	WATER TREATMENT SALT	300010034680			06/01/20	2,886.52
							INVOICE TOTAL:	2,886.52
							VENDOR TOTAL:	2,886.52
NICOR	NICOR							
050120	04/14/20	01	19-61-05-1000 0	310010024260			06/01/20	37.33
		02	87-56-68-1000 5	300010024260				2,133.89
		03	66-55-16-4647 5	310010024260				238.95
							INVOICE TOTAL:	2,410.17
							VENDOR TOTAL:	2,410.17
NIOR	NICHOLAS ORSOLINI							
050420	05/04/20	01	CELL PHONE STIPEND	010020024230			05/30/20	40.00
							INVOICE TOTAL:	40.00
							VENDOR TOTAL:	40.00
OFDE	OFFICE DEPOT, INC.							
470377747001	04/03/20	01	COVID-19 SOAP/TOWELS	010020034650			05/09/20	53.43

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OFDE	OFFICE DEPOT, INC.							
470377747001	04/03/20	02	OFFICE SUPPLIES	010020034650			05/09/20	12.83
							INVOICE TOTAL:	66.26
							VENDOR TOTAL:	66.26
OLDO	OLD DOMINION BRUSH							
6989534	04/13/20	01	SWEEPER SUPPLIES	010030034680			05/13/20	695.88
							INVOICE TOTAL:	695.88
							VENDOR TOTAL:	695.88
PAPU	PADDOCK PUBLICATIONS							
46856	04/11/20	01	PUBLIC HEARING BUDGET	010010024340			04/26/20	55.20
							INVOICE TOTAL:	55.20
							VENDOR TOTAL:	55.20
PDC	PDC LABORATORIES, INC.							
I9414244	04/30/20	01	WWTP CHEMICALS	300010034680			05/30/20	1,305.00
							INVOICE TOTAL:	1,305.00
							VENDOR TOTAL:	1,305.00
PETPRO	PETERSEN FUELS, INC.							
050120	04/30/20	01	SEWER FUEL	310010034660			05/30/20	24.28
							INVOICE TOTAL:	24.28
							VENDOR TOTAL:	24.28
QUCO	QUILL CORPORATION							
5353349	03/09/20	01	NEW PRINTER	300010034650			04/09/20	918.93
							INVOICE TOTAL:	918.93
6471234	04/24/20	01	SUPPLIES	010030034650			05/24/20	135.98
							INVOICE TOTAL:	135.98
							VENDOR TOTAL:	1,054.91

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RAOH	RAY O'HERRON CO., INC.							
2022281-IN	04/14/20	01	UNIFORM	010020034690			05/14/20	799.85
							INVOICE TOTAL:	799.85
2024630-IN	04/27/20	01	UNIFORM	010020034690			05/27/20	202.88
							INVOICE TOTAL:	202.88
2025169-IN	04/30/20	01	UNIFORM	010020034690			05/30/20	33.92
							INVOICE TOTAL:	33.92
							VENDOR TOTAL:	1,036.65
REBS	RAY'S ELECTRICAL & BORING							
050420	05/04/20	01	RETURN OF HYDRANT DEPOSIT	300000002020			06/04/20	1,500.00
		02	LESS BULK WATER SALE	300001003500				-457.38
							INVOICE TOTAL:	1,042.62
							VENDOR TOTAL:	1,042.62
RKQUSE	RK QUALITY SERVICES							
15140	04/15/20	01	OIL CHANGE/IGNITION COIL	010020024110			05/21/20	321.52
							INVOICE TOTAL:	321.52
15155	04/16/20	01	OIL CHANGE/FILTER	010020024110			05/16/20	38.69
							INVOICE TOTAL:	38.69
15156	04/17/20	01	REPAIR SPOT LIGHT	010020024110			05/17/20	141.98
							INVOICE TOTAL:	141.98
15163	04/17/20	01	OIL CHANGE/FILTER/WIPERS	010020024110			05/17/20	86.19
							INVOICE TOTAL:	86.19
15168	04/20/20	01	OIL CHANGE/FILTER	010020024110			05/20/20	33.34
							INVOICE TOTAL:	33.34

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RKQUSE	RK QUALITY SERVICES							
15176	04/21/20	01	REPAIR ENGINE OIL COOLER	010020024110			05/21/20	623.92
							INVOICE TOTAL:	623.92
15184	04/21/20	01	OIL CHANGE/REPL SPOT LGT HNDL	010020024110			05/21/20	153.67
							INVOICE TOTAL:	153.67
15207	04/29/20	01	OIL CHANGE/ROTORS/BRAKE PADS	010020024110			05/29/20	830.95
							INVOICE TOTAL:	830.95
15231	05/04/20	01	OIL CHANGE/ENGINE OIL COOLER	010020024110			06/04/20	583.79
							INVOICE TOTAL:	583.79
							VENDOR TOTAL:	2,814.05
RYHOM	RYAN HOMES							
050420	05/04/20	01	RELEASE OF TEMP CO'S BONDS	010000002040			05/30/20	60,000.00
							INVOICE TOTAL:	60,000.00
							VENDOR TOTAL:	60,000.00
SCHM	FREDI BETH SCHMUTTE							
041120	04/11/20	01	MARCH'S PROFESSIONAL SERVICE	010010024380			05/11/20	210.00
							INVOICE TOTAL:	210.00
							VENDOR TOTAL:	210.00
SIARA	SIGN A RAMA							
9494	04/28/20	01	BANNERS	010010034650			05/28/20	1,554.00
							INVOICE TOTAL:	1,554.00
							VENDOR TOTAL:	1,554.00
TEK	TEKLAB, INC							
243106	04/28/20	01	WWTP CHEMICALS	310010024380			05/28/20	691.00
							INVOICE TOTAL:	691.00
							VENDOR TOTAL:	691.00

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THBANEO THE BANK OF NEW YORK								
HAMPSH 12 050420	05/04/20	01	STREET FUND INTEREST	010030044790			06/15/20	1,642.96
		02	WATER FUND INTEREST	300010044703				5,187.38
		03	SEWER FUND INTEREST	310010044794				2,113.41
						INVOICE TOTAL:		8,943.75
HAMPSH16 050420	04/15/20	01	VOH GO ARS 16	010030044790			06/15/20	2,989.00
		02	VOH GO ARS 16	050010044690				18,361.00
						INVOICE TOTAL:		21,350.00
						VENDOR TOTAL:		30,293.75
THMI THIRD MILLENNIUM ASSOC, INC.								
24681	04/15/20	01	W/S/R LATE NOTICES	290010024340			05/15/20	96.58
		02	W/S/R LATE NOTICES	300010024340				96.59
		03	W/S/R LATE NOTICES	310010024340				96.59
						INVOICE TOTAL:		289.76
24699	04/27/20	01	COVID-19 MAILING	290010024340			04/30/20	233.34
		02	COVID-19 MAILING	300010024340				233.33
		03	COVID-19 MAILING	310010024340				233.33
						INVOICE TOTAL:		700.00
						VENDOR TOTAL:		989.76
TRSO TRYAD SOLUTIONS, INC.								
82736 AB	04/17/20	01	UNIFORM	310010034690			05/17/20	207.35
						INVOICE TOTAL:		207.35
82736 BM	05/01/20	01	UNIFORM	300010034690			06/01/20	90.75
						INVOICE TOTAL:		90.75
82736 MM	05/01/20	01	UNIFORM	310010034690			06/01/20	98.75
						INVOICE TOTAL:		98.75

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TRSO	TRYAD SOLUTIONS, INC.							
82736 MM2	05/01/20	01	UNIFORM	310010034690			06/01/20	148.25
							INVOICE TOTAL:	148.25
82736 SH	05/01/20	01	UNIFORM	300010034690			06/01/20	97.65
							INVOICE TOTAL:	97.65
							VENDOR TOTAL:	642.75
TRUN	TREES UNLIMITED C P INC							
8082	04/06/20	01	SUPPY AND INSTALL RIP RAP	010030024130			05/06/20	6,700.00
							INVOICE TOTAL:	6,700.00
8083	04/06/20	01	REPAIR DISTURBED AREA	300010024160			05/06/20	750.00
							INVOICE TOTAL:	750.00
8089	04/14/20	01	REMOVE PARKWAY TREE	010030024160			05/14/20	750.00
							INVOICE TOTAL:	750.00
							VENDOR TOTAL:	8,200.00
USBL	USA BLUEBOOK							
172489	03/13/20	01	DWTP RESERVIOR PUMP EQUIPMENT	300010034670			04/13/20	574.78
							INVOICE TOTAL:	574.78
179411	03/19/20	01	COVID-19 DISINFECTANTS	300010034650			04/19/20	75.47
							INVOICE TOTAL:	75.47
							VENDOR TOTAL:	650.25
VAIN	VAFCON INC							
I191782	04/24/20	01	DIGESTER 10 TRANSDUCER REPAIR	310010024120			05/24/20	2,997.72
							INVOICE TOTAL:	2,997.72
I191792	04/29/20	01	TOWER SCADA IMPROVEMENTS	300010024160			05/29/20	6,200.00
							INVOICE TOTAL:	6,200.00

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VAIN	VAFCON INC							
I191793	04/30/20	01	LS CONTROLS AND SCADA UPGRADE	310010024160			05/30/20	15,000.00
							INVOICE TOTAL:	15,000.00
I2020237.2	04/29/20	01	WWTP PS PUMP 4 VFD REPR LABOR	310010024120			05/29/20	1,269.00
							INVOICE TOTAL:	1,269.00
I202037.1	04/29/20	01	WWTP PS PUMP 4 VFD REPAIR	310010024120			05/29/20	3,124.38
							INVOICE TOTAL:	3,124.38
							VENDOR TOTAL:	28,591.10
VETO	VETO ENTERPRISES, INC							
34100A	04/23/20	01	NEW SQUAD	010020054930			04/29/20	35,557.00
							INVOICE TOTAL:	35,557.00
							VENDOR TOTAL:	35,557.00
VWPD	VERIZON WIRELESS							
9852665622	04/15/20	01	PD CELLULAR SERVICE	010020024230			05/07/20	396.11
							INVOICE TOTAL:	396.11
							VENDOR TOTAL:	396.11
VWVH	VERIZON WIRELESS							
9852665623	04/15/20	01	ADM	010010024230			05/07/20	56.15
		02	PD	010020024230				221.23
		03	STREETS	010030024230				357.63
		04	WATER	300010024230				186.76
		05	SEWER	310010024230				94.58
							INVOICE TOTAL:	916.35
							VENDOR TOTAL:	916.35
WAMA	WASTE MANAGEMENT							

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WAMA WASTE MANAGEMENT								
3617121-2011-8	04/30/20	01	MARCH 2020	290010024330			05/30/20	55,574.30
							INVOICE TOTAL:	55,574.30
							VENDOR TOTAL:	55,574.30
WEX WEX BANK								
65291478	04/30/20	01	PD FUEL	010020034660			05/22/20	1,551.31
		02	STREET FUEL	010030034660				483.94
		03	WATER FUEL	300010034660				126.38
		04	SEWER FUEL	310010034660				68.82
							INVOICE TOTAL:	2,230.45
							VENDOR TOTAL:	2,230.45
WIPA WILLIAM PANZLOFF								
27415	05/02/20	01	REIMBURSE UNIFORM BOOTS	010030034690			06/02/20	249.99
							INVOICE TOTAL:	249.99
							VENDOR TOTAL:	249.99
WSU WATER SOLUTIONS UNLIMITED, INC								
35779	04/28/20	01	DWTP CHEMICALS	300010034680			05/28/20	4,670.11
							INVOICE TOTAL:	4,670.11
							VENDOR TOTAL:	4,670.11
							TOTAL ALL INVOICES:	545,647.65