

Village of Hampshire
Village Board Meeting
Thursday February 20, 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 February 6, 2020
6. Village Administrator's Report
 - a) Swearing in of Police Officer: Cody Grindley – Chief Thompson
 - b) Approval: GABR Façade Grant Application and Washington Letter
 - c) Staff requests a motion to waive the public bid requirements, and approve the purchase of a used 2016 JOHN DEERE 324E Skid Steer from Buck Bros Inc. for \$31,630. This is the lowest quote received for comparable equipment, but an official bid process was not possible for used equipment. Subject to discussion at the 2/20/20 Public Works Committee meeting, competitive quotes and an Agenda Supplement will be presented at the 2/20/20 Village Board meeting.
 - d) Staff requests a motion to waive the public bid requirements, and approve the purchase of a demo 2020 Freightliner Snow Plow from Bonnell Industries for \$162,000. This is the 2020 model of the two (2) 2019 Freightliner Snow Plows currently on order. This plow is in production and will be delivered in August 2020, subject to a commitment to purchase by 2/21/20. Delivery for plows ordered after 2/21/20 is November/December 2020 and could be delayed well into the 2020-2021 plow season. Subject to discussion at the 2/20/20 Public Works Committee meeting, competitive quotes and an Agenda Supplement will be presented at the 2/20/20 Village Board meeting.
 - e) An Ordinance Amending the Village Code Provisions Regarding the Office of Village Administrator.
 - f) Staff Update on Community Development Block Grant \$1.1 Million Revolving Loan Proceeds
7. Village Board Committee Reports
 - a) Fields & Trails
 - b) Village Services
 - c) Public Works
 - d) Business Development Commission
 - e) Finance
 1. Accounts Payable
 - f) Public Relations
 - g) Planning/Zoning
 - h) Public Safety
8. New Business

9. Announcements

10. Executive Session 2 (c) 21- Release of Minutes

11. Any items to be reported and acted upon by the Village Board after returning to open session

12. Adjournment

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
February 6, 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, February 6, 2020.

Present: Toby Koth, Ryan Krajecki, Christine Klein, Erik Robinson, Michael Reid

Absent: Aaron Kelly

Also Present: Village Administrator Jay Hedges, Village Clerk Linda Vasquez, Village Finance Director Lori Lyons, Village Attorney Mark Schuster, and Village Engineer Brad Sanderson.

A quorum was established.

President Magnussen led the Pledge of Allegiance.

MINUTES

Trustee Koth moved to approve the minutes of January 16, 2020.

Seconded by Trustee Robinson

Motion carried by voice vote.

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

Nays: None

Absent: Kelly

VILLAGE ADMINISTRATOR REPORT:

LT. Jones introduced the New Police Officer- John Huff; he was sworn in last Thursday. Mr. Huff introduced his family to everyone.

Sgt. Neblock read the exemplary officer Award for 2019 to Officer Nick Orsolini, Village President Magnussen gave Officer Nick Orsolini the award along with a pin. Congratulations were given to him by everyone.

Trustee Krajecki moved to approve Ordinance 20-07: extending the time for commencement of the special use allowing for an automobile service station including sales of gasoline at retail, and an automobile/ truck stop, on the property located at 19N479 US Highway 20 in the Village (Thornton's development)

Seconded by Trustee Klein

Motion carried by roll call vote

Ayes: Klein, Koth, Krajecki, Reid, Robinson

Nays: None

Absent: Kelly

Trustee Krajecki moved to approve Ordinance 20-08: amending the village code to adopt certain business regulations governing adult use cannabis business establishments in the Village, under 4-25-6 A Facility may not be located within 500 feet of the property line of a pre-existing ... The board accepted all the changes as presented.

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

Trustee Krajecki moved to approve Ordinance 20-09: amending the village code to adopt certain zoning regulations governing adult use cannabis business establishments in the Village. The board accepted all the changes as presented.

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

Village President Magnussen sent out condolences to Trevor Hermann and family who lost his father, and condolences to Nancy Sester who was part owner of Blocks Grocery Store.

VILLAGE BOARD COMMITTEE REPORTS

- a. **Public Safety** – No report
- b. **Fields & Trails** – No report
- c. **Village Services** – No report
- d. **Public Works** – Trustee Koth did plow the pathway on Jake Lane, he said he took his truck and really went through it twice with no problem; he wanted to thanked the Public Works Department for doing a great job on snow removal. When we get the new trucks can we display them on State Street by where Fifth Third Bank was on February 24? Maybe in the afternoon with their light on.
- e. **Business Development**- Trustee Krajecki reported that the Commission's next meeting is February 12 at 6:30. We will have a report from Public Relations on the brochure. We are getting some applications for the façade program hopefully we will have some for the board to review.
- f. **Accounts Payable**:

Trustee Klein moved to approve the Accounts Payable in the sum of \$204,879.65 paid on or before February 12, 2020.

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

Village Administrator Hedges reported he found under GovHr a firm who can review our handbook for \$2,500.

- g. **Public Relations** – Trustee Reid reported at their meeting they came up with a development marketing plan for the census, discussed the brochures with Ms. Meyer also made contact with a publisher. Village Administrator Hedges found Intersect Illinois better and much easier to use plus its free, it's better than LOIS. We will be coming up with a list of things for our committee to do. Jeanie Mayer is now the Executive Director for the Hampshire Chamber.

- h. **Planning/Zoning** – No report

ANNOUNCEMENTS

Village President Magnussen announced on February 19 at 7:30 a.m. the Hampshire Township will be having a meet and greet for Hampshire Village Administrator Hedges and Pingree Grove Village Administrator Dean Fritters. The Village Presidents Magnussen and Widmayer will also be there. Everyone is invited.

ADJOURNMENT

Trustee Robinson moved to adjourn the Village Board meeting at 7:45 p.m.

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

Linda Vasquez Village Clerk

VILLAGE OF HAMPSHIRE
KANE COUNTY, ILLINOIS

OATH OF OFFICE

I do solemnly swear (or affirm) that I will support the Constitution of the United States, and the Constitution of the State of Illinois, and that I will faithfully discharge the duties of the police officer of the Village of Hampshire, Illinois, according to the best of my ability.

Cody Grindley

Date: February 20th, 2020

GUARDIAN ANGEL BASSET RESCUE, INC.

Phone (224) 856-7066
<http://www.bassetrescue.org>

138 Washington
P.O. Box 262
Hampshire, IL 60140
Website:

Dear Hampshire Village Board:

Re: Beautification Grant – 138 E. Washington St. Hampshire, IL 60140

We are writing in regards to the recent decision by the Business Development committee to grant us at a 50% reimbursement rate rather than the 75% rate. Our hope is that you will revisit this project before making a final decision.

We understand the Beautification Board met a week ago to review our project. At the time, even though the max reimbursement rate for our location was 50%, the Board suggested a 75% reimbursement grant to our project due to the extensive rehab.

Moving forward a week, the Business Board met on Wednesday, February 12th and after discussion they agreed to abolish the 50% cap and raise all projects to be eligible for 75%.

However, after a lengthy discussion the Business Board decided on a 50% grant for the work at 138 E. Washington St. It is our understanding that the reason for 50%, in lieu of a higher grant, was due to the fact we are rehabbing and not restoring. There was concern that the proposed building is not very historical looking and that our redesign was rather cookie cutter and not along the lines of the Villages current design goals; resulting in the rehab over restore decision.

While the building is very old, we agree there is not a historical feel to it even now. However, the change from what it is to what it will be is transformative. We are willing to entertain the Board's input on the front façade and are currently designing a more Historic feeling facade. At the time of design, we were unaware that this could affect the outcome of your decision and it's our desire to work as part of the community.

We respect the thoughts of all committees and, prior to the final meeting we want to make sure all parties fully understand the scope of the work involved. Amidst ongoing discussions with my husband, [who is a contractor] we thought the below listed bullet points would help illustrate the intensity of our efforts on this project.

- Roof is a 100% restoration. To do this, we will be removing all old trusses and ceiling joists. All new trusses will be installed so we can roof.
- Exterior walls are bowed and crooked. Extensive work will be done on every exterior wall so it can be sided

- None of the windows, doors or siding are salvageable
- Some concrete will be removed and re-poured to accommodate for ADA compliance
- With the new design we will be adding additional cost and time both externally and internally due to moving the front door to accommodate a more historic feel, copper, details, etc. Interior walls and ceiling will be removed and additional flooring installed due to the East door being removed and centering of the other door.

With this said, we are asking you, The Hampshire Village Board, to consider granting us the full 75%. This is both a labor and love intensive project that will add value and appeal to one of Hampshire's most historic and traveled streets.

My husband and I are lifelong residents of Hampshire with a family history woven into the fabric of our community. My Great Grandparents and Grandparents are even in the Images of America; Hampshire edition (George and Cornelia Schiesher, Walter and Marie Seyller and Ambrose and Rita Seyller). Due to our deep roots within the Village of Hampshire, we are passionate about preserving and caring for Hampshire's history.

While it may not affect the exterior of the building, we are saving any remnants of history we found in the building. Because the property will be used for numerous community events, many residents and visitors will be able to enjoy them. For example; we found an old soap dispenser in the attic and it will be featured in the bathroom. The building was once a Blacksmith shop, we are consulting with an expert on how to preserve some of the old wood to be used in a design and write-up of where it came from and how old it is. Old lights were found and will be restored and proudly hung over the kitchenette counter. I have been in touch with the former owner several times to learn all the history of the building. I will be working with Kelly, who is in charge of the Historical Society, at the library. Any pictures that I am able to find will be proudly displayed in the building. The old awning frame was found and we are reusing it. Old Copper piping and doors will also be put to both decorative and functional use. We are also coming up with naming rights of the areas of the building. The entrance to the East will have a plaque on the outside called, "The Parlor", in honor of the old barber shop. As we continue our efforts, we are sure to find more.

On a final note, I would like to bring to your attention the work that we will be doing. Our business is that of rescue and rehabilitation. We are speaking for members of our society who cannot speak for themselves. Those of us who own pets know they make us happy. But a growing body of scientific research is showing that our pets can also make us healthy, or healthier. The assistance that we could receive in the form of a 75% grant would help us touch that many more lives.

I sincerely appreciate any and all consideration,

Kelli Zopfi
www.bassetrescue.org
 224.856.7066

VILLAGE OF HAMPSHIRE FACADE PROGRAM –

Guidelines

1. Purpose

The Village of Hampshire Facade Improvement Assistance Program is designed to promote the revitalization of Downtown and the surrounding business district in accordance with the goals and recommendations found in the Downtown Design Guidelines on file with the Village. The program will provide financial assistance for facade renovations to help property owners and lessees rehabilitate and restore the exterior of existing buildings.

Eligible Applicants

Applicants shall be either the owner or lessee of an eligible building within the target area identified in Section III. A lessee's eligibility is subject to written consent of the building owner for all proposed improvements.

2. Eligible Buildings

The Facade Improvement Assistance Program is intended to provide financial assistance to promote the continued use of existing buildings within the downtown business district and includes all businesses

- along State Street, including the intersection of State Street and Oak Knoll, and
- along Washington Street from Elm Street to State Street;
- along Jefferson Street from Elm Street to Park Street and
- along Rinn Avenue from State Street to Park Street.

Eligible buildings must meet the following criteria:

- The proposed improvements must be to an existing building within the identified district.
- The building shall not be used exclusively for residential purposes.

3. Eligible Improvements

The Facade Program is intended to encourage exterior improvements that preserve and enhance the character of the Village and help create a pedestrian friendly atmosphere. Projects within or adjacent to the downtown shall comply with the design guidelines on file with the Village. Eligible improvements shall include:

Design professional fees

Brick cleaning

Tuck Pointing

Painting, except for the painting of previously unpainted brick or stone

Wall Facade repair and improvement

Original architectural features repair and replacement

Exterior doors

Windows and window frames

Shutters

Awnings

Exterior lighting

Streetscape elements

Landscaping

Stairs, porches and railings

Roofs when visible from a public right of way

Exterior improvements for ADA compliance

concrete, fence, planters ?

Other improvements that are visible from a public right of way and have a positive impact on the appearance of the building, such as dumpster enclosures

4. Ineligible Projects

The Facade Program will not provide funds for working capital, debt refinancing, equipment/inventory acquisition, application fees, permit fees, legal fees, plumbing repair/improvements, HVAC repair/improvements, parking lot resurfacing, signage or interior remodeling. The program will not pay for the painting of previously unpainted brick or stone, sandblasting brick or stone, or any other abrasive cleaning method that may damage or destroy an original architectural feature.

5. Project Terms

The terms of the Facade Improvement Assistance Program are summarized as follows:

- a. The total project costs may in the discretion of the Village be reimbursed up to 75% of verified eligible expense
- b. Applications will be accepted until all Village-approved grant funds have been expended within the current Village fiscal year.
- c. The project must meet all applicable building code and zoning ordinance requirements.
- d. Each eligible improvement will be funded only once.
- e. The property owner and/or lessee will be responsible for maintaining the Facade improvements without alterations for a period of not less than 5 years after completion, unless otherwise approved by the Village Board.
- f. Qualifying projects that began in calendar year 2018 and have met the approval of the Board of Trustees will be eligible for reimbursement. Thereafter, each funding cycle will begin on the first day of the fiscal year (May 1) and end on the last day of the Village's fiscal year (April 30).
- g. Qualified applicants may serve as their own contractor, but in such case, only material costs will be covered by the grant.
- h. Improvements must be completed within 6 months from the date of the grant approval. A six-month extension may be allowed in the discretion of the Village upon request for such extension of time, and provided that there is a demonstrated hardship.
- i. Upon completion of the work, the owner must submit to the Village Clerk copies of all architect's invoices, contractor's statements, invoices, proof of payment, and notarized final lien waivers, as evidence that the owner or lessee has paid the architect and contractors. Payment of the approved grant amount will be authorized only upon completion of all work items as originally approved and receipt of all required documents.
- j. Failure to abide by the terms and conditions of the Facade Improvement Assistance Program will result in forfeiture of program funding.
- k. Grant funding is subject to Federal and State taxes and is reported to the IRS on form 1099. Property owners and lessees should consult their tax advisor for tax liability information.

6. Application Review Process

An applicant must first meet with the Downtown Beautification Committee prior to completing the application i) to determine if the property/building and the proposed improvements are eligible for the program and ii) to review the application requirements.

Applications will be accepted on a first-come first-served basis. Only completed applications that include all required submittal documents will be accepted for consideration by the Village Board. Once received, the Downtown Beautification Committee will review the application for accuracy and completeness, and then the application will be forwarded to the Village Board for consideration on the next available meeting agenda. If the application receives approval from the Village Board of Trustees, the applicant must enter into a written Façade Improvement Agreement with the Village as a condition of the grant and prior to commencing work on the project.

An application for the Facade Program must include the following documents:

- a. Completed and signed Facade Improvement Assistance Program Application
- b. Current photographs of the property to be improved- all elevations visible from the public right of way.
- c. Historical photograph of the property to be improved-if possible.
- d. Drawings of the proposed improvements. (Drawings do not have to be professional but must be to scale so that the Village can understand the proposed project.)
- e. Color and material samples, if relevant.
- f. Written description of the scope of the proposed project.
- g. Preliminary estimate of cost for all proposed improvements.

7. Selection Criteria

Every project will be evaluated by the Village Board for the value of aesthetic improvement to the Village of Hampshire and scope of the proposed work, together with the following additional criteria:

- Condition of the building and need for renovation
- Extent to which the improvements conform to the Downtown Design Guidelines
- Extent to which the proposed improvements restore, maintain, or enhance the character of the building and surrounding area

8. Completion of Work

All improvements must be completed within six months of the execution of the Facade Improvement Agreement. Improvements must be completed within 6 months from the date of the grant approval. A six-month extension may be allowed in the discretion of the Village upon request for such extension of time, and provided that there is a demonstrated hardship. If the project is not completed by the end of the extension, the Village's obligation to reimburse the property owner or lessee for the project is terminated.

Upon completion of the Facade improvements, the funding recipient must schedule a final inspection and file copies of all architect's invoices, contractor's statements, invoices, proof of payment and notarized final lien waivers with the Village Clerk.

****This is a reimbursement program. All contractors and suppliers must be paid before payment from the village is made to the applicant.**

9. Questions

For more information about the Facade Improvement Assistance Program or to schedule a meeting, contact the Village of Hampshire:

Ryan Krajecki - Village Trustee
RKrajecki@HampshireIL.org
(847) 683-2181

PLEASE FILL OUT ATTACHED APPLICATION .

You may drop it off or mail it to:

Village of Hampshire
Façade Program Application
234 S. State Street
Hampshire, IL 60140

Village of Hampshire Facade Improvement Program

APPLICATION

Property Information: GUARDIAN ANGEL BASSET RESCUE (G.A.B.R.)

Business Name; Address: 173 E. Washington

Property Identification Number (PIN#): #0122351002

Applicant Information: Kelli Zopfi

Mailing Address: 45W461 Kelley rd. Hampshire 60410

Phone: 224 856 7066

Email: gabraction@gmail.com

Property Owner Information (if different from applicant):

Name: G.A.B.R. - GUARDIAN ANGEL BASSET RESCUE

Mailing Address: PO Box 288 Dwight IL 60420

Phone: 224 856 7066

Email: gabraction@gmail.com

Proposed Improvements (Check all that apply):

- ☒ Brick Cleaning
- ☒ Awnings
- ☒ Tuck Pointing
- ☒ Exterior Lighting
- ☒ Painting
- ☒ Streetscape elements
- ☒ Wall facade repair or improvement
- ☒ Landscaping
- ☒ Original architectural features repair and replacement
- ☒ Exterior doors
- ☒ Windows and window frames
- ☒ Shutters
- ☒ Stairs, porches, railings
- ☒ Roof
- ☒ Exterior improvements for ADA
- ☐ Other

Description of proposed work:

Siding, doors, windows, landscaping,
roof system, patio, fence exterior
lighting, clean up and design.

*- see b.i.O for further details

I agree to comply with the guidelines and standards of the Village of Hampshire facade Improvement Assistance Program and I understand that this is a voluntary program under which the village has the right to approve or deny any project or proposal or portions thereof.

Kelli Lopi
Applicant Signature

1/18/2020
Date

Kelli Lopi
Print Name
(BOARD MEMBER)

If the applicant is other than the owner, the owner must complete the following:

I certify that I am the owner of the property located at _____
Hampshire, IL, and that I authorize the applicant to apply for assistance under the Village of Hampshire
Facade Improvement Assistance Program and undertake the approved improvements.

Signature(s)

Date

Signature(s)

Print Names

NOT APPLICABLE

Heit Construction
45W461 Kelley Road
Hampshire, IL 60140
(847)815-6136
jeff@heitconstruction.com



Estimate

ADDRESS

Guardian Angel
138 Washington Ave.
Hampshire, IL 60140

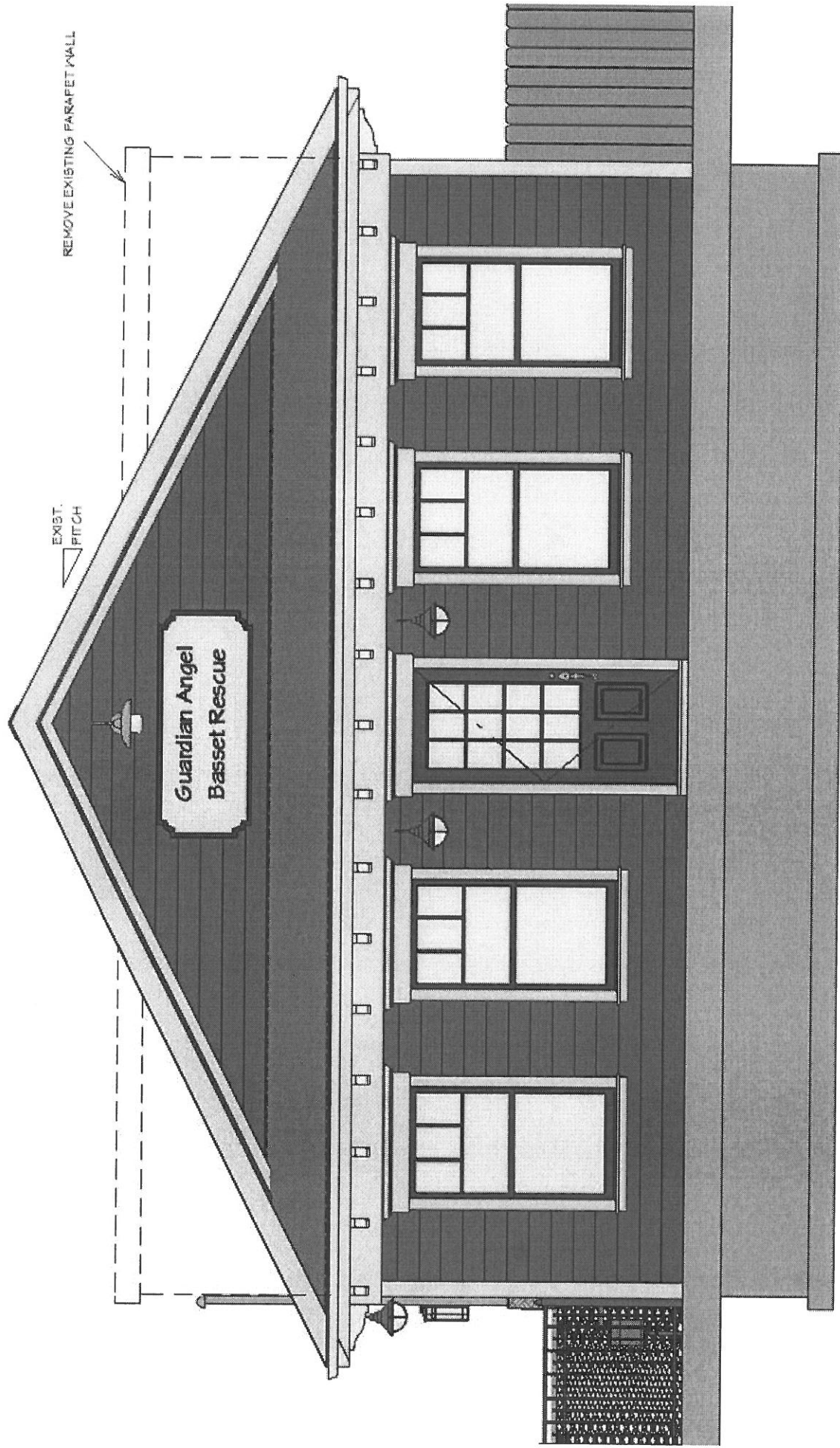
ESTIMATE # 1288

DATE 01/13/2020

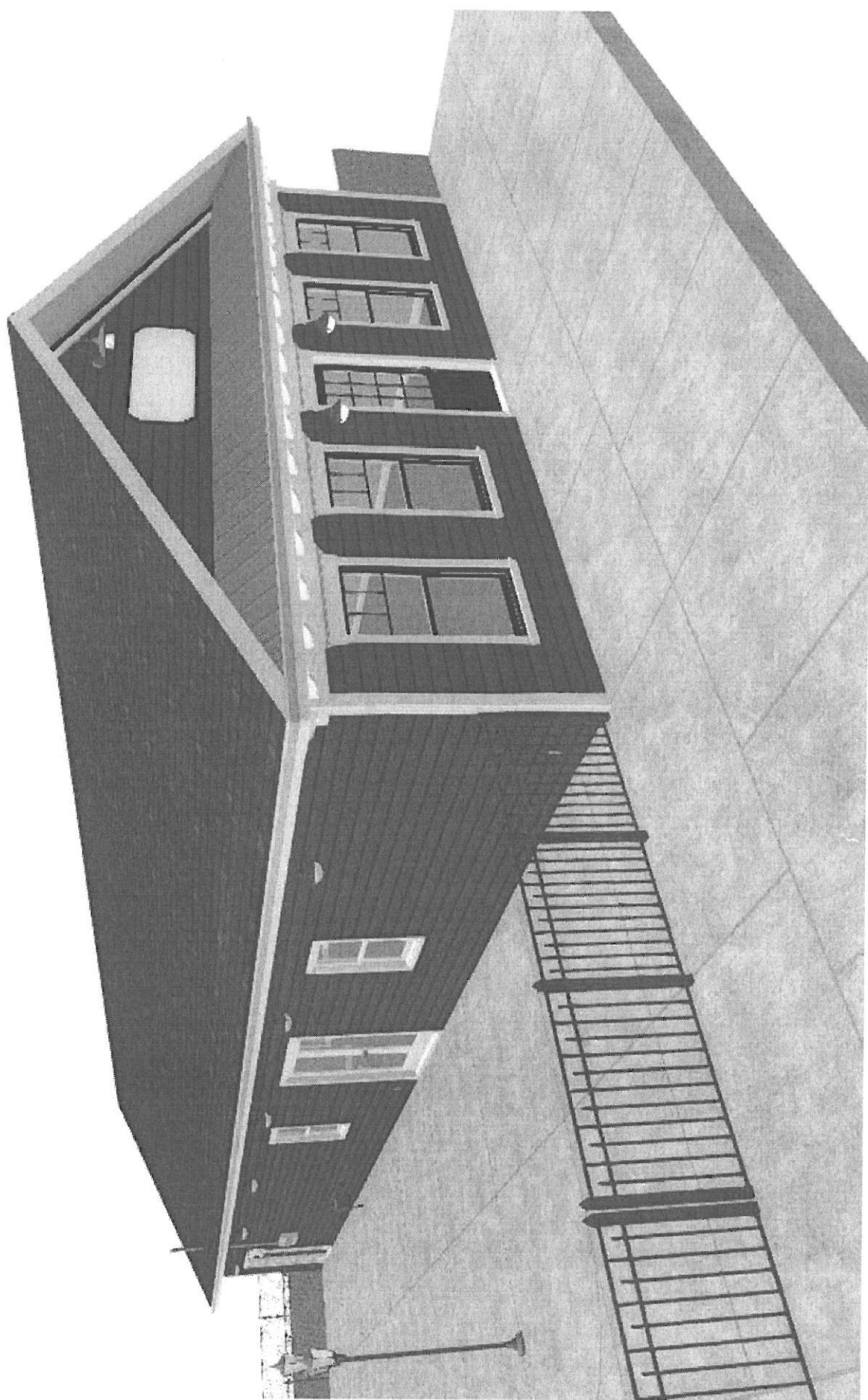
ACTIVITY	QTY	RATE	AMOUNT
Services			86,820.00
Remove roof and install new roof per plan			
Remove parapet wall in front and frame gable wall per plan			
Straighten existing walls			
Frame in new door openinigs			
Remove existing door on south west side and frame in opening			
Remove existing windows and doors, supply and install new windows and doors per plan			
Remove siding and fascia			
Install Tyvek			
Install new siding fascia and gutters per plan			
Install new patio per plan to make side area ADA accessible			
Install new exterior lights per plan			
Install new awning			
Install new landscape timbers out back to make ADA accessible			
Remove Existing planter box in front of building to make room for larger door in front for ADA access			
Architectural Design			
Dispose of all debris			
TOTAL			\$86,820.00

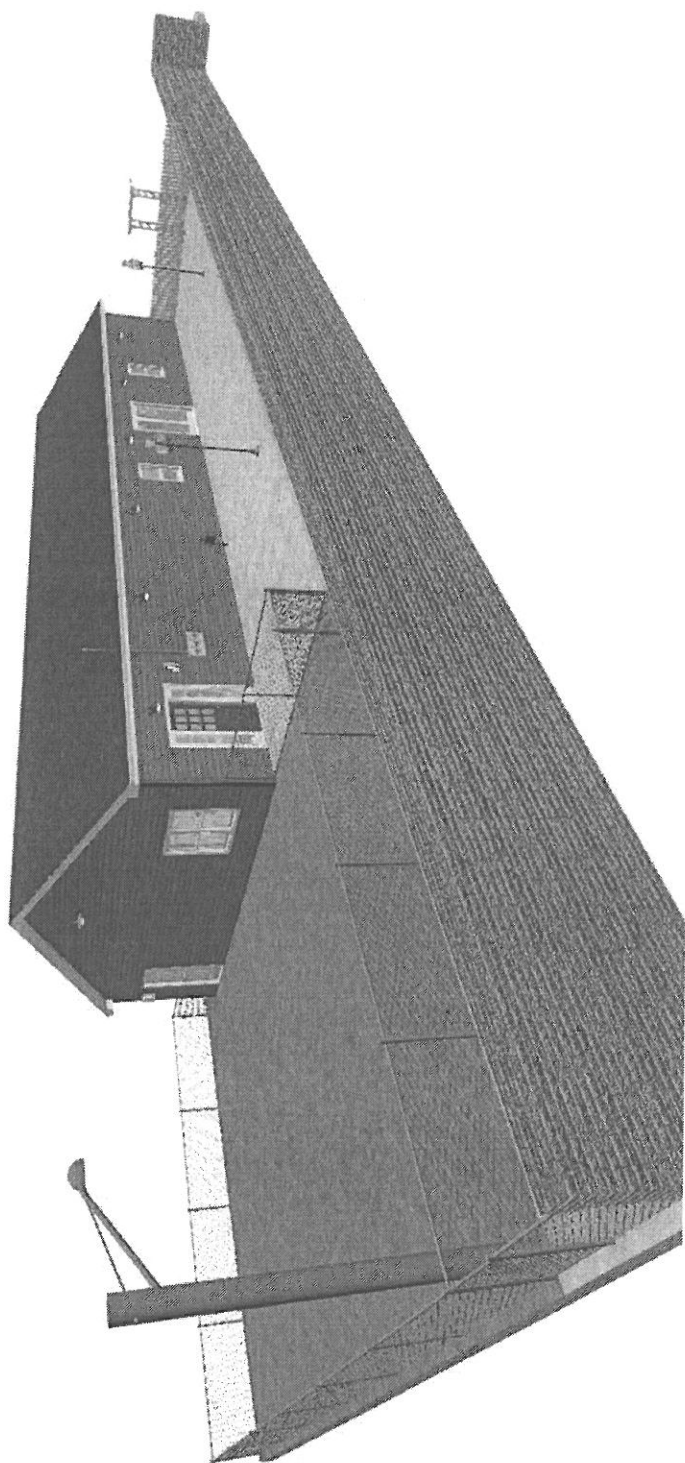
Accepted By

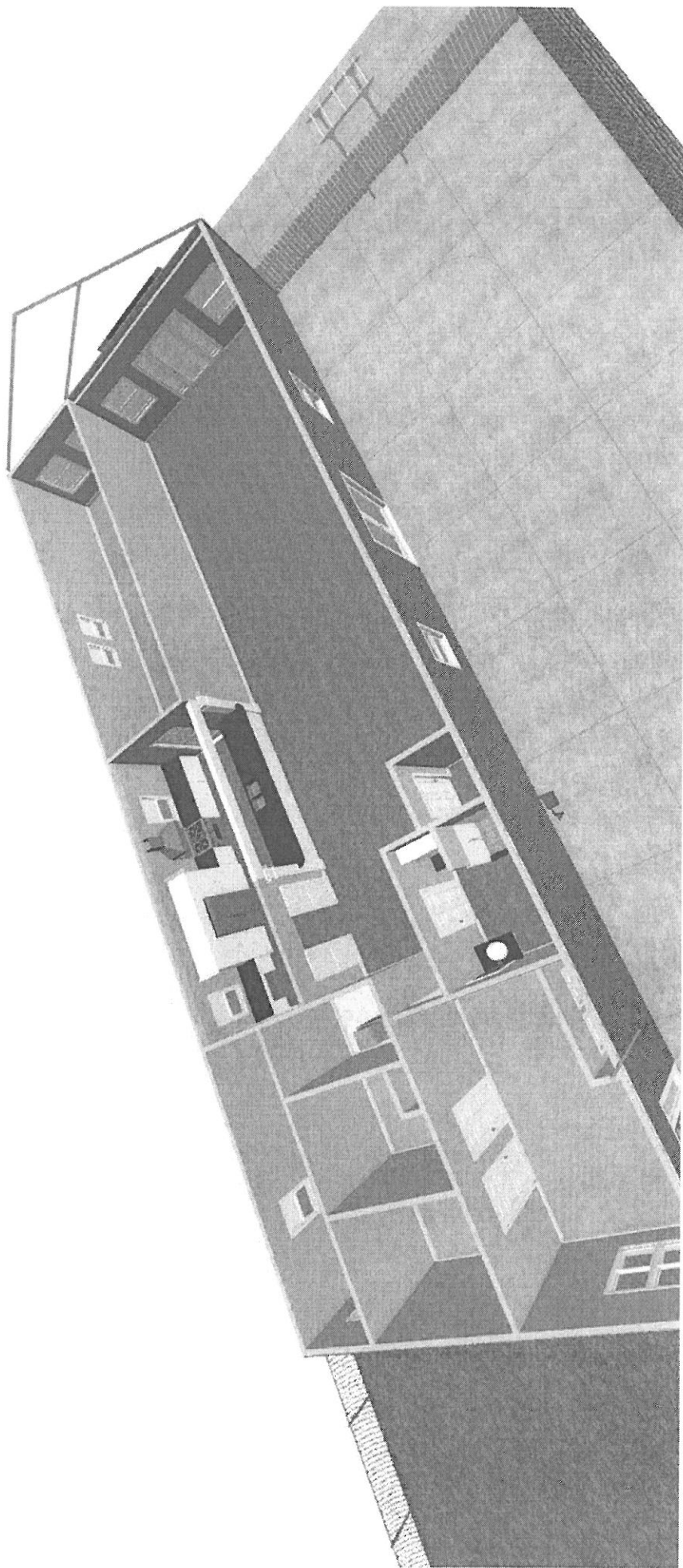
Accepted Date



SOUTH ELEVATION







ARDIAN ANG

HEIT CONSTRUCTION
45W461 KELLEY ROAD
HAMPSHIRE, IL 60140

TO CONSTRUCT

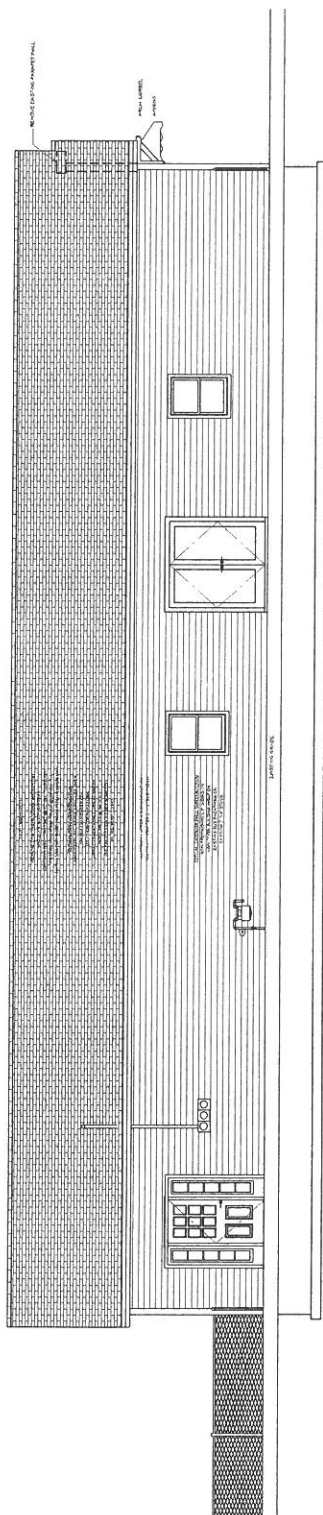
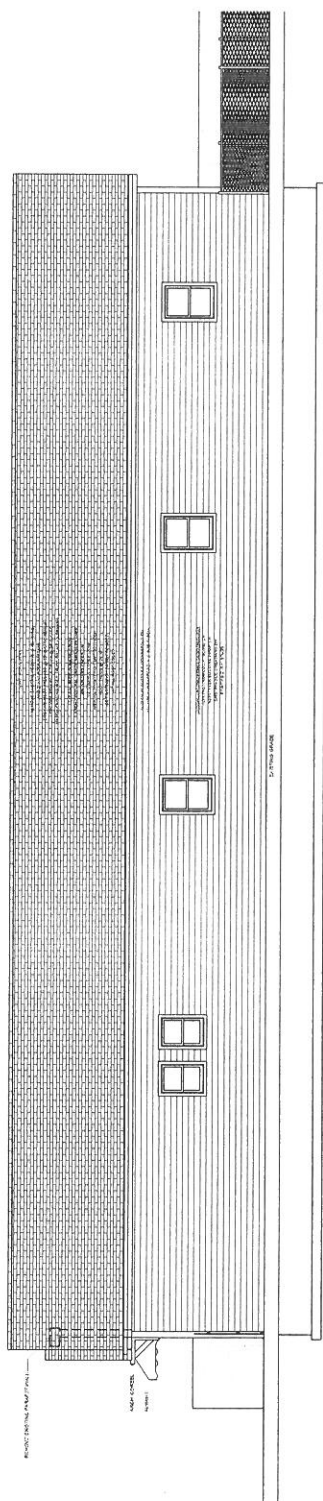
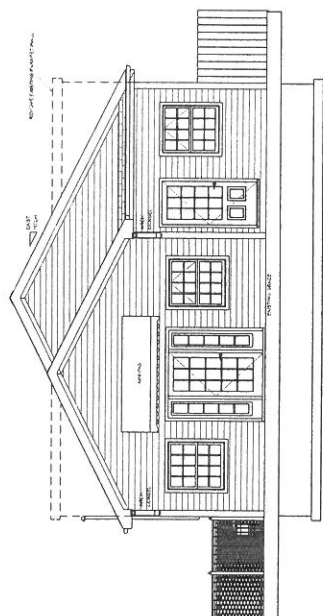
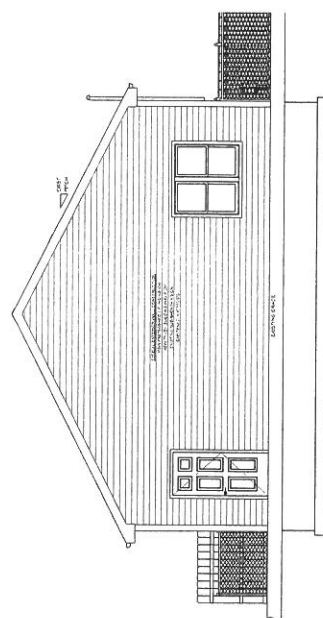


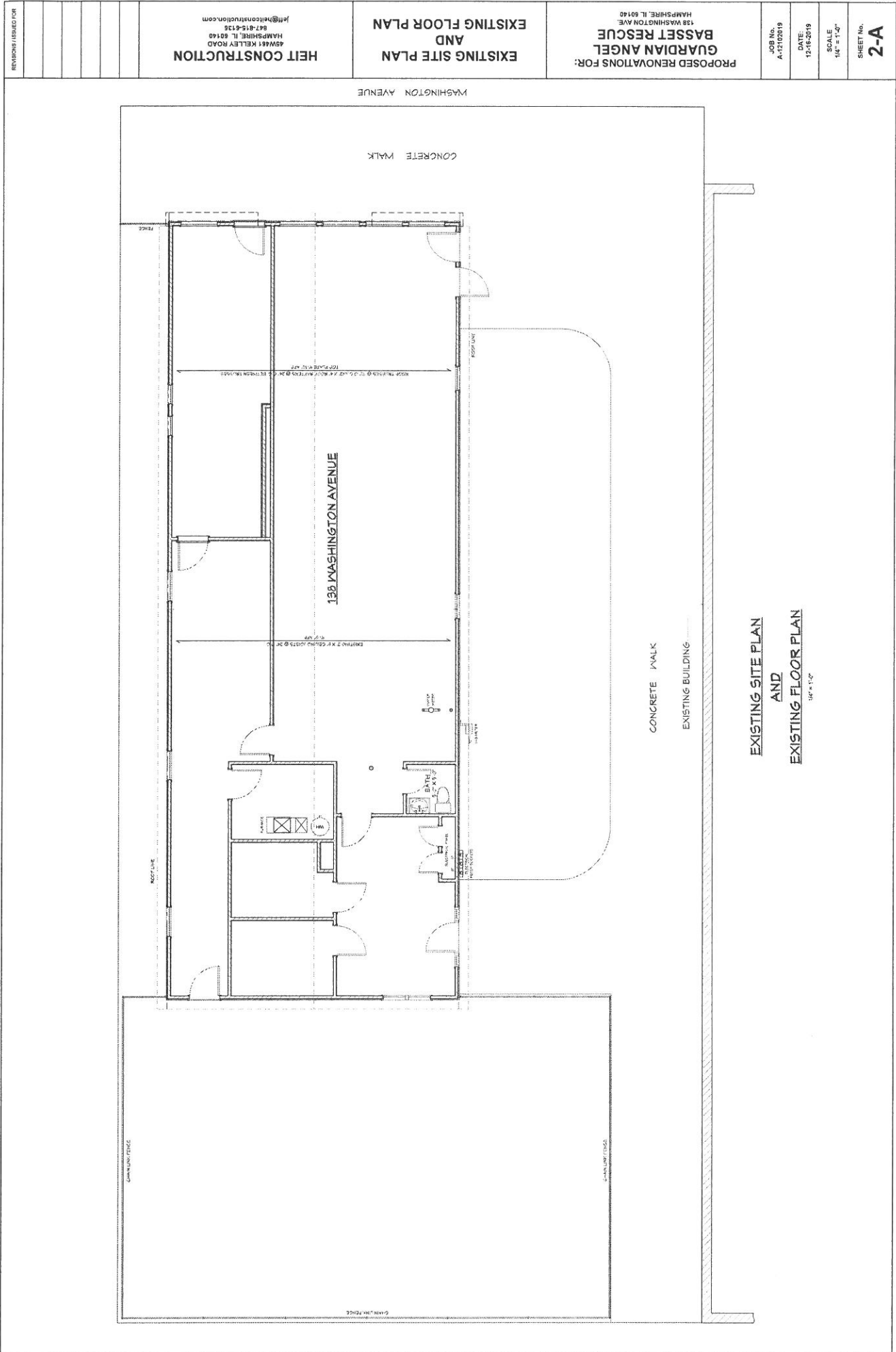
ELECTRICAL LEGEND

ELECTRICAL SERVICE PANEL
 CEILING BOX FOR LIGHT FIXTURE
 RECESSED OR DOWNLIGHT IN CEILING
 SWITCHED & NONSWITCHED OUTLETS
 YELLOW LOCATION LIGHT
 GROUND FAULT INTERRUPTER DUPLEX RECEPTACLE
 GROUND FAULT INTERRUPTER WATER PROOF DUPLEX RECEPTACLE
 CEILING MOUNTED DATA PORT RECEPTACLE
 CEILING BOX FOR PENDANT LIGHT FIXTURE
 SINGLE SWITCH
 EXHAUST FAN - VENT TO EXTERIOR
 CEILING FAN
 SPEAKER
 COMPASS DETECTOR
 DATA OUTLET
 SECURITY CAMERA
 NOTE: BOTH ROOMS TO HAVE OCCUPANCY SENSORS

ELECTRICAL PLAN

1/4" = 1'-0"





SHEET No.
2-A

SCALE
1/4" = 1'-0"

DATE
12-14-2019

JOB No.
A-12102019

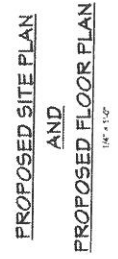
PROPOSED RENOVATIONS FOR:
**GUARDIAN ANGEL
BASSET RESCUE**
133 WASHINGTON AVE
HAMPSHIRE, IL 60140

**EXISTING SITE PLAN
AND
EXISTING FLOOR PLAN**

HEIT CONSTRUCTION
45W461 KELLEY ROAD
HAMPSHIRE, IL 60140
847-815-6136
jeff@heitconstruction.com

REVISIONS / ISSUED FOR

SHEET No.
1-A



Agenda Supplement

TO: Village President and Board of Trustees
cc: Village Administrator
FROM: Mark Schuster / Village Attorney
DATE: February 20, 2020
RE: Village Code provisions regarding Village Administrator

To follow up on the suggestions of the Village's consultant during the search for a new administrator, based on a model ordinance published by the Illinois City Management Association, and after review with the Village President and Village Administrator, a comprehensive re-statement of the powers and duties of the office has been undertaken, including designation of the position as "Village Manager" going forward.

The prior description of the Office of Village Administrator included the following powers and duties:

- Attend all meetings
- Prepare annual budget
- Prepare annual report of revenues and expenditures
- Advise the BOT re "financial condition" of the Village
- Supervise the purchase of materials/supplies
- Employ/supervise Village employees
- Investigate the affairs of the Village

The new description incorporates these same general powers and duties and adds others for the Office of Village Manager:

- Manage the agendas for all meetings
- Coordinate all Village departments
- Manage all Village property
- Create personnel rules
- Conduct all collective bargaining
- Serve as Budget Officer
- Manage all Village contracts and franchises
- Apply for and manage any grants
- Provide for enforcement of all laws/ordinances
- Serve as Zoning Administrator under Zoning Regulations
- Serve as Enforcement Officer under Floodplain Regulations
- Make evaluations and recommendations regarding Village matters

Simultaneously, it would be necessary to modify the previous description of the powers and duties of the Village President, in the areas of i) Village employees, and ii) the Police Department.

Accordingly, two Ordinances are presented for consideration and enactment:

- A. An Ordinance Amending the Village Code Provisions Regarding the Office of Village Administrator; and
- B. An Ordinance Amending the Provisions Relating to the Powers and Duties of the Village President.

No. 20 - ____

**AN ORDINANCE
AMENDING THE VILLAGE CODE PROVISIONS
REGARDING THE OFFICE OF VILLAGE ADMINISTRATOR**

WHEREAS, the Village created the office of Village Administrator in 2007 as described in the Hampshire Municipal Code, §1-12-1 et seq.; and

WHEREAS, the Corporate Authorities have recently engaged the services of the third Village Administrator since the office was first created, and based upon the experiences and intentions of the Village in regard to the office, have considered the description of the office and the powers and duties pertinent thereto; and

WHEREAS, the Corporate Authorities desire at this time to change the title of this office to "Village Manager"; and

WHEREAS, the Corporate Authorities have determined it to be in the best interests of the Village to modify and more particularly describe the duties of the office of Village Manager to accomplish the objectives of orderly and proper administration of the Village policies and ordinances as expressed by the Corporate Authorities of the Village and delivery of services to the residents of the Village.

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

SECTION 1: The Hampshire Municipal Code of 1985, as previously amended, shall be and is hereby further amended by modifying the provisions of Chapter I: Municipal Officers and Employees, Article 12: Village Administrator, in words and figures as follows:

CHAPTER 1 MUNICIPAL OFFICERS AND EMPLOYEES

ARTICLE XII VILLAGE MANAGER

1- 12-1 Office Established. The office of Village Manager is hereby created subject to the provisions of this Article.

1-12-2 Appointment. The Village President and Board of Trustees are hereby authorized to employ a person to fill the office of Village Manager. Such Manager shall be appointed by the Village President, by and with the advice and consent of the Board of Trustees.

1-12-2 Bond. The Village Manager shall furnish a bond in such amount and with such surety as may be approved by the Corporate Authorities, such bond to be conditioned upon the faithful performance of his or her duties. The cost of the bond shall be paid by the Village. The bond of the Village Manager may be part of a blanket bond.

1-12-3 Compensation. The Village Manager shall receive such compensation as the Corporate Authorities shall from time to time establish. The Board of Trustees may enter into an employment agreement with the Village Manager which specifies certain terms and conditions of his employment, including but not limited to, establishing the level of compensation of the Village Manager, specifying benefits including levels of support for the Village Manager's continuing professional education and association activities, determining separation pay upon termination of the Village Manager's employment within the limitations established by law, and defining other conditions of employment.

1-12-4 Chief Manager. The Village Manager, under and subject to the direction of the Corporate Authorities, shall be the chief administrator of the Village, and shall be responsible to the Corporate Authorities for the proper administration of the affairs of the Village and the policies adopted by the Board of Trustees.

1-12-5 Acting Manager. Whenever the Village Manager is absent from the Village for personal reasons, or on account of village business, or is otherwise unable to perform the duties and responsibilities of Village Manager due to short term illness or disability, the Village Manager may designate in writing a member of the Village's administrative staff to serve as acting manager and to carry out the duties of the manager during the Village Manager's absence. In the event of a prolonged absence, as determined by either the Village Manager himself or by the Village President and Board of Trustees, then the Village President by and with the advice and consent of the Board of Trustees shall appoint an acting manager, whose office shall be temporary and who shall serve only until such time as the Village Manager is able to resume the duties of his office.

1-12-6 Employment Authority. The Village Manager may employ such assistants, department heads, and employees as are necessary to the proper functioning of the Village, except that the Village Manager may not appoint those village officers who are by state statute required to be appointed by the Village President.

1-12-7 Powers and Duties of Village Manager. The Village Manager shall have the following powers and duties:

- A. Create the agenda for and attend all meetings of the Board of Trustees and other official Village Boards and Commissions as directed by the Board of Trustees, except those for which the Board determines that attendance is not required because of a conflict or other reason. The Village Manager shall have the right to take part in the discussion of all matters coming before the Board of Trustees or other official Village Boards and Commissions, except for matters as to which there may be a conflict of interest, but shall have no right to vote. The Village Manager shall be entitled to the same notice of all regular and special meetings of the Board of Trustees as is provided to members of the Board of Trustees.
- B. Direct, supervise and coordinate the activities of all departments, offices, and agencies of the Village, except as otherwise provided by law, and administer the

affairs of the Village to ensure that all Village business is accomplished efficiently and economically.

- C. Investigate all complaints in relation to matters concerning the administration of the government of the Village and the services maintained by the public utilities in the Village.
- D. Employ, discipline, suspend and terminate any and all village employees, except when otherwise provided by law or contract, and to the extent permitted by law; and, subject to the Village Manager's discretion and direct supervision, delegate to any village employee any of these employment powers with respect to any subordinates of that employee.
- E. Propose to the Village President and Board of Trustees such personnel rules and regulations as the Village Manager deems necessary to manage the personnel of the Village such rules may cover procedures and policies to govern the following:
 - 1. Establishment of job descriptions, duties, classifications, and pay plans;
 - 2. Recruitment, selection, promotion, evaluation, transfer, discipline and separation of Village personnel;
 - 3. Establishment of hours of work, attendance, leave regulations, and working conditions;
 - 4. Rules covering the outside employment, nepotism, and political activity of Village personnel;
 - 5. Maintenance and use of necessary records and forms;
 - 6. System of handling all grievances.
 - 7. Compliance with the requirements of the Illinois Workplace Transparency Act.
- F. Supervise and administer the conduct of all collective bargaining processes of the Village and recommend to the Board of Trustees collective bargaining agreements for consideration and approval by the Board of Trustees, and administer all employee organization contracts concluded through the collective bargaining process.
- G. Recommend to the Board of Trustees the creating, consolidating, and combining of offices, positions, departments or units of the administrative and executive departments of the Village.
- H. Serve concurrently as budget officer of the Village pursuant to §1-13-1 of the Village Code, when so designated by the Village President and approved by the Corporate Authorities, and prepare and submit to the Village President and Board of Trustees by the date set by the Board of Trustees a recommended annual budget for Village operations and recommended capital programs; and administer the approved budget after adoption by the Corporate Authorities.
- I. Supervise the purchase of all materials, supplies, and equipment for which funds are provided in the annual budget of the village; let contracts for such

expenditures as shall be less than twenty five thousand dollars (\$25,000.00) in total cost; and advertise and receive bids for, and recommend contracts for, acquisition of such

materials, supplies and equipment as shall be twenty five thousand dollars (\$25,000.00) in cost or greater.

- J. Sign on behalf of the Village any contract authorized by the Board of Trustees, except where the Board of Trustees or state statutes direct that some other officer shall do so; ensure that all contracts with the Village are faithfully kept and performed by all parties thereto; and see that all franchises, permits, and privileges granted by the Village are faithfully observed.
- K. Report periodically to the Board of Trustees the financial condition of the Village.
- L. Submit to the Village President and Board of Trustees and make available to the public a complete report on the finances and administrative activities of the Village as of the end of each fiscal year.
- M. Cause to be prepared grant and/or loan applications on behalf of the Village; administer grant and/or loan funds; and prepare and file, or cause to be prepared and filed, relevant reports pertaining thereto with the Village Clerk and all appropriate agencies.
- N. Keep a current inventory of all real and personal property of the Village and the location(s) of such property, and be responsible for the care and custody of all Village property which is not assigned to some other officer or employee for care and control.
- O. Serve as the Village's Zoning Administrator under §6-14-1 et seq. of the Village Code.
- P. Serve as Administrator of the Village's Stormwater Management Regulations, pursuant to Article XII of said regulations.
- Q. Serve as Enforcement Official under the Village's Floodplain Regulations, pursuant to §13-1-4 of the Village Code.
- R. Provide for the enforcement of all laws and ordinances within the Village.
- S. Evaluate Village projects, programs, agreements and services and make recommendations for modifications and improvements thereto.
- T. Recommend to the Board of Trustees such measures as, in his judgment, he deems to be in the best interest of the Village.

- U. Represent the Village in its dealings with other governmental agencies and officials, businesses, not-for-profit organizations, residents, and the general public as necessary.
- V. Devote his entire time to the discharge of his official duties.
- W. Perform such other duties as may from time to time be required by the Board of Trustees consistent with state statutes and the ordinances of the Village.
- X. Hold such other appointive offices as may be consistent with law, as the Village President and Board of Trustees may determine, and faithfully and honestly discharge the duties and powers associated with such office.

The powers assigned in this section to the Village Manager are not intended to diminish those powers otherwise assigned to other municipal officers by statute or ordinance, including, but not limited to, the Village President.

1-12-8 Matters to be Directed to Village Manager's Attention. The following matters, among others, shall be directed to the attention of the Village Manager:

- A. Matters pertaining to any office or department of the Village that may require or request Board of Trustee action or attention, which matters shall be submitted to the Board of Trustees by the Village Manager, with such recommendations as the he may deem advisable or necessary.
- B. All requests from any department or employee, to which requests the Village Manager shall provide appropriate instruction as to Village policy and/or future action.
- C. Except as otherwise provided by state law or Village ordinance, matters relating to services to be provided by and to the administration of the Village shall be administered through the office of Village Manager, and the elected and appointed officers of the village shall refrain from giving any orders either publicly or privately to Village Department heads and employees and any other subordinates of the Village Manager.

1-12-9 Removal. The Village Manager may be removed in accordance with law.

SECTION 2: The above and foregoing recitals be and are hereby incorporated herein by this reference.

SECTION 3. All ordinances or resolutions or parts of ordinances or resolutions in conflict herewith, to the extent of such conflict, are hereby changed and amended to be in compliance with this Ordinance; and to the extent the same cannot be so amended, are hereby repealed to the extent of such inconsistency.

SECTION 4. This ordinance shall be in full force and effect from and after its passage and approval, as provided by law.

ADOPTED THIS ____ DAY OF _____, 2020, pursuant to roll call
vote as follows: .

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAIN: _____

APPROVED THIS ____ DAY OF _____, 2020.

Jeffrey R. Magnussen
Village President

ATTEST:

Linda Vasquez
Village Clerk

AGENDA SUPPLEMENT

TO: President Magnussen, Village Board

FROM: Jay Hedges, Village Administrator

FOR: February 20, 2020 Village Board Meeting

RE: Community Development Block Grant \$1.1 Million

Background. The Village has \$1.1 Million of CDBG Revolving Loan Fund proceeds available for public infrastructure projects that meet one or more of the following criteria. A maximum of 2 projects may be funded from the \$1.1 Million available.

Economic Development - Public improvements that create or retain one job per \$25,000 invested, and meet the National objective to benefit Low to Moderate Income households; defined as 51% of the jobs created or retained must benefit Low to Moderate Income Households.

Low to Moderate Income Impact – Public improvements that benefit Low to Moderate Income households, defined as 51% of the households must be below the Kane County Low to Moderate Income level.

Slum and Blight - Public improvements in an area defined as Slum & Blight; as defined in a TIF District, as at least 25% of the public improvements throughout the area must exhibit physical deterioration of buildings/improvements, abandonment of properties, chronic high occupancy turnover rates or high vacancy rates in commercial or industrial buildings.

Analysis.

The Village's three highest priority public infrastructure projects have been evaluated for eligibility, based on the following order of priority.

1. Connecting North Water System \$1.6 Million – Although the highest priority for the Village, this project has been determined as not eligible because it does not meet any of the three criteria above. Staff will recommend alternative financing for this project in the Capital Expenditure Budget being prepared.
2. Highland Avenue Flood Remediation \$450,000 – Since the Village of Hampshire's Median Household Income is higher than the Kane County Low to Moderate Income level, the *impacted households* must have a Median Household Income lower than the Kane County Low to Moderate Income level. A survey of 33 impacted households will be conducted in the coming weeks.
3. Streetscape in TIF District \$1.1 Million – Public Improvements within a TIF district are by definition eligible as impacting Slum and Blight, however Slum and Blight conditions must be updated every 10 years. The Hampshire TIF was created in 2007 so staff is updating the conditions defined above and expect that it will qualify.

Recommendation.

- If the Highland Avenue Storm Water project is determined eligible, staff will recommend to proceed with that project for \$450,000, and proceed with a Streetscape application for the remaining \$650,000.
- If the Highland Avenue Project is determined not eligible, staff will recommend applying for \$1.1 Million for the TIF Streetscape project.

VILLAGE OF HAMPSHIRE

Accounts Payable

February 20, 2020

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

Total: \$100,423.84

To be paid on or before
February 26, 2020

Village President: _____

Attest: _____

Village Clerk: _____

Date: _____

VILLAGE OF HAMPSHIRE

Accounts Payable

February 20, 2020

The President and Board of Trustees of the Village of Hampshire
Recommends the following **Employee/Trustee**: Colton Jeralds and Nicholas Orsolini
Warrant in the amount of

Total: \$100.00

To be paid on or before
February 26, 2020

Village President: _____

Attest: _____

Village Clerk: _____

Date: _____

DATE: 02/18/20
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VILLAGE OF HAMPSHIRE
DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 05/31/2020

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
AT&T	AT&T							
286721221	JAN	01/24/20	01 WELL 13	300010024230			02/21/20	28.87
							INVOICE TOTAL:	28.87
							VENDOR TOTAL:	28.87
B&F	B&F							
			CONSTRUCTION CODE SERVICES					
12392		02/12/20	01 JAN PLAN REVIEWS/INSPECTIONS	010010024390			03/12/20	7,961.24
							INVOICE TOTAL:	7,961.24
53084		02/07/20	01 SOLAR PANELS PLAN REVIEW	010010024390			03/07/20	225.00
							INVOICE TOTAL:	225.00
							VENDOR TOTAL:	8,186.24
BECO	BESTLER CORP.							
112882		01/30/20	01 VALVE REPAIR KIT	310010034670			02/28/20	618.80
							INVOICE TOTAL:	618.80
							VENDOR TOTAL:	618.80
BLCR	HEALTH CARE SERVICES CORP							
011820		01/18/20	01 ADM	010010014031			02/01/20	2,532.21
			02 PD	010020014031				12,293.53
			03 STREETS	010030014031				6,544.18
			04 SEWER	310010014031				3,091.42
			05 WATER	300010014031				4,117.93
							INVOICE TOTAL:	28,579.27
							VENDOR TOTAL:	28,579.27
CAON	CALL ONE							
204301		02/15/20	01 1126416	010010024230			03/01/20	300.60
			02 1126417	300010024230				92.77
			03 1126418	010030024230				92.77

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VILLAGE OF HAMPSHIRE
DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 05/31/2020

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CAON	CALL ONE							
204301	02/15/20	04	1126419	310010024230			03/01/20	271.18
		05	1126420	300010024230				137.55
		06	1126422	010020024230				241.68
							INVOICE TOTAL:	1,136.55
							VENDOR TOTAL:	1,136.55
CASE	CARDMEMBER SERVICE							
020520	02/05/20	01	LL HEART SMART	010010034650			03/01/20	62.10
		02	DS FREE UP GREASE FITTINGS	010030034680				58.77
		03	BT IAPE	010020024310				375.00
		04	LV BLOCK'S	010010034650				20.43
		05	JH DELL LAPTOP	030020054920				1,513.65
		06	JH ACROBAT PRO	010010044910				172.01
		07	JH DELL CREDIT	030020054920				-74.04
		08	LL FILE CABINET CREDIT	010010034650				-758.55
							INVOICE TOTAL:	1,369.37
							VENDOR TOTAL:	1,369.37
COJE	COLTON JERALDS							
021120	02/11/20	01	CELL PHONE STIPEND	010020024230			02/28/20	60.00
							INVOICE TOTAL:	60.00
							VENDOR TOTAL:	60.00
COMA	CORE & MAIN LP							
L881963	02/12/20	01	WATER METER	300010054960			03/12/20	1,937.93
							INVOICE TOTAL:	1,937.93
							VENDOR TOTAL:	1,937.93
CONEEN	CONSTELLATION NEW ENERGY, INC.							
16722070401	02/07/20	01	ENERGY SERVICE	300010024260			03/09/20	89.67
							INVOICE TOTAL:	89.67
							VENDOR TOTAL:	89.67

INVOICES DUE ON/BEFORE 05/31/2020

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
COPS C.O.P.S. TESTING SERVICE, INC.								
105785	01/28/20	01	JB PRE-EMP POLY AND PSYCH	010020024380			02/28/20	610.00
			INVOICE TOTAL:					610.00
105800	02/14/20	01	CG PRE-EMP POLY AND PSYCH	010020024380			03/14/20	610.00
			INVOICE TOTAL:					610.00
			VENDOR TOTAL:					1,220.00
CUCO CURRAN MATERIALS COMPANY								
18236	01/30/20	01	COLD PATCH	010030024130			02/28/20	339.20
			INVOICE TOTAL:					339.20
			VENDOR TOTAL:					339.20
DIEN DIRECT ENERGY BUSINESS								
021120	02/11/20	01	1510867	300010024260			03/12/20	1,216.06
		02	1510866	310010024260				289.23
			INVOICE TOTAL:					1,505.29
			VENDOR TOTAL:					1,505.29
DIWO DIESEL WORKS INC								
3843	01/18/20	01	CLEANED FUEL STRAINER	310010024110			02/18/20	110.00
			INVOICE TOTAL:					110.00
3878	02/10/20	01	REPAIR SENSORS	010030024110			03/10/20	1,105.27
			INVOICE TOTAL:					1,105.27
			VENDOR TOTAL:					1,215.27
EEI ENGINEERING ENTERPRISES, INC.								
68360	02/05/20	01	HA1604 LOVE'S 68360	0100000002072			03/05/20	834.25
		02	HA1610 CORP CNTR 68361	010000002084				1,805.50
		03	HA1706 2017 PRI UTILITY 68362	010010024361				260.75

INVOICES DUE ON/BEFORE 05/31/2020

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
EET ENGINEERING ENTERPRISES, INC.								
68360	02/05/20	04	HA1809 T-MOBILE 68363	0100000002105			03/05/20	76.50
		05	HA1810 LAZAR 68364	0100000002107				788.00
		06	HA1814 METRIX 68365	0100000002109				2,794.75
		07	HA1816 DAYTON FREIGHT 68366	0100000002115				147.50
		08	HA1818 PETAG 68367	0100000002114				2,974.75
		09	HA1833 STANLEY 68368	0100000002144				197.00
		10	HA1903 TRK COUNTRY 68369	0100000002116				147.50
		11	HA1904 2019 ZOING MAP 68370	010010024360				270.00
		12	HA1911 STANLEY NORTH 68371	0100000002133				3,678.25
		13	HA1912 HAMP HIGHLANDS 68372	0100000002059				252.00
		14	HA1917 PRIRIE RDGE N & S 68373	0100000002111				263.75
		15	HA1918 WTR MAIN REPLMT 68374	300010024360				1,102.00
		16	HA2000 VOH GEN ENG 20 68375	010010024360				202.00
		17	HA2002 VOH GEN WSTE WTR 68376	310010024360				468.00
						INVOICE TOTAL:		16,262.50
						VENDOR TOTAL:		16,262.50
GALL GALLS LLC								
014914888	01/31/20	01	SPEED PLATE	010020034690			03/01/20	273.84
						INVOICE TOTAL:		273.84
						VENDOR TOTAL:		273.84
GEBR GEHRINGER BROS								
0761	02/06/20	01	PINS	010030034670			03/06/20	45.00
						INVOICE TOTAL:		45.00
						VENDOR TOTAL:		45.00
HAAUPA HAMPSHIRE AUTO PARTS								
546638	02/10/20	01	BATTERIES	010020024110			03/10/20	5.50
						INVOICE TOTAL:		5.50
546780	02/12/20	01	WINDSHIELD	010030034680			03/12/20	37.40
						INVOICE TOTAL:		37.40
						VENDOR TOTAL:		42.90

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VILLAGE OF HAMPSHIRE
DETAIL BOARD REPORT

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HACH	HACH COMPANY							
11827192	02/06/20	01	DIGITAL PH SENSOR	310010034670			03/06/20	1,219.23
							INVOICE TOTAL:	1,219.23
							VENDOR TOTAL:	1,219.23
HAIN	HAWKINS, INC.							
4664791	02/17/20	01	WWTP ALUM	310010034680			03/17/20	6,166.21
							INVOICE TOTAL:	6,166.21
							VENDOR TOTAL:	6,166.21
IACP	INTL ASSOC OF CHIEFS OF POLICE							
0092523	12/04/19	01	HJ MEMBERSHIP RENEWAL	010020024430			03/05/20	190.00
							INVOICE TOTAL:	190.00
							VENDOR TOTAL:	190.00
ISTP	ILLINOIS STATE POLICE							
123019	12/31/19	01	06356 LIQUOR CNTRL COMM	010010024380			01/31/20	15.00
							INVOICE TOTAL:	15.00
							VENDOR TOTAL:	15.00
JAM	JAMES CHRYSLER DODGE JEEP RAM							
117683	02/14/20	01	REPAIR STEERING SHAFT	010030024110			03/14/20	198.00
							INVOICE TOTAL:	198.00
35980	02/14/20	01	REPAIR TIRE/BRAKES/OIL CHANGE	010020024110			03/14/20	134.94
							INVOICE TOTAL:	134.94
							VENDOR TOTAL:	332.94
JGUNIN	J.G. UNIFORMS INC.							
68415	02/04/20	01	UNIFORM	010020034690			03/04/20	177.00
							INVOICE TOTAL:	177.00
							VENDOR TOTAL:	177.00

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VILLAGE OF HAMPSHIRE
DETAIL BOARD REPORT

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INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
K&MTI	K & M TIRE							
421724992	02/17/20	01	TIRES	010020024110			03/17/20	256.64
							INVOICE TOTAL:	256.64
							VENDOR TOTAL:	256.64
KADU	KALI DUKE							
021820	02/18/20	01	MAIL BOX REIMBURSEMENT	010030024130			02/28/20	18.97
							INVOICE TOTAL:	18.97
							VENDOR TOTAL:	18.97
KCCC	JEFFREY R KEEGAN							
020120	02/01/20	01	VH CLEANING 2-12/2-26	010010024380			02/28/20	100.00
							INVOICE TOTAL:	100.00
							VENDOR TOTAL:	100.00
LAIL	LAI, LTD							
20-17170	01/31/20	01	FILTER	310010034670			02/28/20	408.00
							INVOICE TOTAL:	408.00
							VENDOR TOTAL:	408.00
MECO	MEDIACOM							
020920	02/09/20	01	VH INTERNET	010010024230			02/09/20	74.93
							INVOICE TOTAL:	74.93
							VENDOR TOTAL:	74.93
MENA	MENARDS - SYCAMORE							
21558	02/11/20	01	RANGE MATERIALS	010020034680			03/11/20	231.39
							INVOICE TOTAL:	231.39
21559	02/11/20	01	TEMP MAILBOXES	010030024130			03/11/20	85.35
							INVOICE TOTAL:	85.35
							VENDOR TOTAL:	316.74

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VILLAGE OF HAMPSHIRE
DETAIL BOARD REPORT

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METL METLIFE								
011620	01/16/20	01	ADM	010010014031			02/01/20	120.60
		02	PD	010020014031				1,002.40
		03	STREETS	010030014031				531.14
		04	SEWER	310010014031				167.05
		05	WATER	300010014031				392.06
						INVOICE TOTAL:		2,213.25
						VENDOR TOTAL:		2,213.25
MISA MIDWEST SALT								
P450660	02/14/20	01	WATER TREATMENT SALT	300010034680			03/14/20	2,602.28
						INVOICE TOTAL:		2,602.28
						VENDOR TOTAL:		2,602.28
NIOR NICHOLAS ORSOLINI								
020520	02/05/20	01	CELL PHONE STIPEND	010020024230			02/28/20	40.00
						INVOICE TOTAL:		40.00
						VENDOR TOTAL:		40.00
OFDE OFFICE DEPOT, INC.								
41498084001	12/12/19	01	DESK PAD	010020034650			01/11/20	23.95
						INVOICE TOTAL:		23.95
438366913001	02/04/20	01	OFFICE SUPPLIES	010020034650			03/07/20	54.31
						INVOICE TOTAL:		54.31
						VENDOR TOTAL:		78.26
PAHCS PAHCS II/NORTHWESTERN MED OCC								
405033	02/10/20	01	CG PRE-EMP PHYSICAL	010020024380			03/10/20	403.16
						INVOICE TOTAL:		403.16
						VENDOR TOTAL:		403.16

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VILLAGE OF HAMPSHIRE
DETAIL BOARD REPORT

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INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
PFPE PF PETTIBONE & CO								
178271	02/07/20	01	CITATION TICKETS	010020024340			03/07/20 INVOICE TOTAL: VENDOR TOTAL:	332.70 332.70 332.70
RALI RADI-LINK, INC								
107716	02/07/20	01	PD RADIO	010020054907			03/07/20 INVOICE TOTAL: VENDOR TOTAL:	9,465.24 9,465.24 9,465.24
RAOH RAY O'HERRON CO., INC.								
2008248-IN	02/10/20	01	UNIFORM	010020034690			03/10/20 INVOICE TOTAL:	709.65 709.65
2009698-IN	02/17/20	01	UNIFORM	010020034690			03/17/20 INVOICE TOTAL: VENDOR TOTAL:	666.99 666.99 1,376.64
RKQUSE RK QUALITY SERVICES								
14703	02/04/20	01	OIL CHANGE	010020024110			03/04/20 INVOICE TOTAL: VENDOR TOTAL:	58.69 58.69 58.69
RODB ROGER BURNIDGE								
020120	02/01/20	01	PD LEASE	010020024280			02/28/20 INVOICE TOTAL: VENDOR TOTAL:	4,685.36 4,685.36 4,685.36
SCHM FREDI BETH SCHMUTTE								
020520	02/14/20	01	JAN'S PROFESSIONAL SERVICES	010010024380			03/05/20 INVOICE TOTAL: VENDOR TOTAL:	983.04 983.04 983.04

INVOICES DUE ON/BEFORE 05/31/2020

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
STAINS STANDARD INSURANCE COMPANY								
011720	01/17/20	01	ADM	010010014035			02/01/20	92.99
		02	PD	010020014035				197.99
		03	STREETS	010030014035				53.28
		04	SEWER	310010014035				14.15
		05	WATER	300010014035				23.57
		06	EAP	010010024376				10.15
							INVOICE TOTAL:	392.13
							VENDOR TOTAL:	392.13
SYMI SYNAGRO TECHNOLOGIES INC								
12561	01/31/20	01	SLUDGE HAUL	310010024180			02/28/20	5,012.80
							INVOICE TOTAL:	5,012.80
							VENDOR TOTAL:	5,012.80
THPOSHPR THE POLICE AND SHERIFFS PRESS								
130424	02/03/20	01	JH ID CARDS	010020024380			03/03/20	17.55
							INVOICE TOTAL:	17.55
							VENDOR TOTAL:	17.55
VSP VISION SERVICE PLAN (IL)								
011720	01/17/20	01	ADM	010010014037			01/17/20	22.69
		02	PD	010020014037				129.81
		03	STREETS	010030014037				59.72
		04	SEWER	310010014037				18.40
		05	WATER	300010014037				41.55
							INVOICE TOTAL:	272.17
							VENDOR TOTAL:	272.17
WESI WEST SIDE TRACTOR SALES								
190630	02/10/20	01	REPAIR LOADER TIE ROD	010030034680			03/10/20	404.21
							INVOICE TOTAL:	404.21
							VENDOR TOTAL:	404.21
							TOTAL ALL INVOICES:	100,523.84