

**REGULAR MEETING OF THE BOARD OF TRUSTEES
MINUTES
October 20, 2022**

The regular meeting of the Village Board of Hampshire was called to order by Village President Michael J. Reid, Jr. at 7:00 p.m. in the Village of Hampshire Village Board Room, 234 S. State Street, on Thursday, October 20, 2022.

Roll call by Deputy Village Clerk Josh Wray:

Present: Toby Koth, Erik Robinson, Aaron Kelly, Laura Pollastrini, and Lionel Mott

Absent: Heather Fodor

A quorum was established.

In addition, present in-person were Village Manager Jay Hedges, Village Attorney Mark Schuster, Finance Director Lori Lyons, and Police Chief Doug Pann. Also, present electronically: Tim Paulson from EEI.

President Reid led the Pledge of Allegiance.

MINUTES

Trustee Pollastrini moved to approve the minutes of October 6, 2022.

Seconded by Trustee Mott

Motion carried by roll call vote.

Ayes: Koth, Mott, Pollastrini, Reid

Nays: None

Abstain: Kelly, Robinson

Absent: Fodor

APPOINTMENTS

Neither appointee was able to attend.

Trustee Pollastrini moved to table the appointments of Jeanie Mayer and Michelle Bunkowske to the Downtown Beautification Subcommittee.

Seconded by Trustee Robinson

Motion carried by roll call vote.

Ayes: Koth, Mott, Pollastrini, Robinson

Nays: Kelly

Absent: Fodor

VILLAGE MANAGER'S REPORT

A Presentation from Crown Community Development on a New Community Design for Prairie Ridge, North of Kelly Rd.

Crown Community Development presented a redesigned plan for the remaining area of Prairie Ridge. The new concept would, among other things, increase the number of housing units, add more types of housing including rental and active adult neighborhoods, move the proposed school site from its isolated position on Harmony Rd to a more interior part of the

development, and incorporate approximately 8 miles of trails connecting to the existing trail system in the southern part of Prairie Ridge. Approximately half of the land will be active or passive open space, including the trail system, parks, and prairies. The Village Board asked many questions, and discussion ensued for approximately 40 minutes.

Staff made note that Crown's next step will make their official submittal to start the re-subdivision process. The official concept plan will go before the Planning and Zoning Commission next week and will then return to the Village Board with the PZC's comments and staff's analysis of the proposed changes from the original plan.

A Presentation of Concept Plan of Subdivision for the Property at 17N590 US Hwy 20

Mr. Hedges explained the history of this property and how it became one parcel with two zoning classifications, which the current owners, the Gizynski family, intend to correct by subdividing and rezoning the property.

Oscar Gizynski presented his family's plans, including adding a metal storage building for their company's heavy equipment currently being stored outdoors. The brick house in the rear will remain a single-family estate property. The Village Board asked several questions.

Mr. Gizynski intends to complete the zoning process by the end of this year, which will require him to complete final engineering and plat and then return to the Planning and Zoning Commission for a public hearing and to the Village Board for final approval.

A Presentation of Concept Plan of Subdivision for Property in the Hampshire Grove Business Park (Old Dominion Site)

Ken Nyenhuis from Northern Builders presented the concept plan of subdivision for this industrial property. The 62-acre parcel north of Pet Ag will be subdivided into two parcels, one 22-acre site for Old Dominion and one 40-acre site for future development. The Village Board asked several questions. Mr. Paulsen noted that EEI recently received the engineering plans that will be reviewed for the next phase. The engineering plans and preliminary plat, once approved by EEI, will return to the Planning and Zoning Commission for a public hearing and to the Village Board for approval.

A Motion to Authorize the Village Manager to Execute a Lease Agreement for the Hampshire Police Department at 215 Industrial Dr. Unit D with SCH Commercial Investments, LLC

Mr. Hedges explained the current lease is ending October 31, so a new lease with the new property owner is needed. He clarified that the Village Board is only being asked to approve the regular lease and that the build-out costs to construct new training rooms in conjunction with the recently awarded grant will be brought to the Village Board once costs are confirmed.

The Village Board asked several questions. Trustee Koth asked for clarification on the monthly rent escalator. Mr. Hedges explained that the lease will start at \$3,700 per month for the first year, will increase to \$3,800 per month in the second year, and will continue to increase \$100 each year of the agreement.

Trustee Koth moved to authorize the village manager to execute a lease agreement for the Hampshire Police Dept. at 215 Industrial Dr. Unit D with SCH Commercial Investments, LLC.

Seconded by Trustee Kelly
Motion carried by roll call vote.

Ayes: Koth, Mott, Pollastrini, Robinson, Kelly
Nays: None
Absent: Fodor

An Ordinance Establishing a Special Graphics Area in which Projecting Signs will be Allowed

Mr. Wray explained that the current regulations do not allow signs that extend more than 12 inches off of a building. This ordinance and the next ordinance will allow them with certain size, placement, and style restrictions and only in the downtown area as recommended by the Business Development Commission and the Planning and Zoning Commission.

Trustee Kelly moved to approve Ordinance 22-28: An ordinance establishing a special graphics area in which projecting signs will be allowed in the Village.

Seconded by Trustee Robinson.
Motion carried by roll call vote.
Ayes: Koth, Mott, Pollastrini, Robinson, Kelly
Nays: None
Absent: Fodor

An Ordinance Amending the Zoning Regulations in relation to Community Graphics to Allow for Certain Projecting Signs in the Village

Trustee Kelly moved to approve Ordinance 22-29: An ordinance amending the zoning regulations in relation to community graphics to allow for certain projecting signs in the Village.

Seconded by Trustee Robinson
Motion carried by roll call vote.
Ayes: Koth, Mott, Pollastrini, Robinson, Kelly
Nays: None
Absent: Fodor

MONTHLY REPORTS

Police Incidents Report

Chief Pann presented a new format for the monthly report and discussed with the Board different formats and potential areas of information to focus on that will provide more useable information related to department activity and performance along with areas of concern in the community. Discussion ensued for approximately 15 minutes.

Financial Report

The Village Board inquired about the water bill assistance program that was implemented during the height of COVID. Ms. Lyons explained that it absolutely helped people in need during that time. While that program has ended, there are still some people on case-by-case payment plans.

Engineering Report

No comments or questions.

ACCOUNTS PAYABLE

A Motion to Approve the October 6, 2022 Regular Accounts Payable

Trustee Koth moved to approve the Regular Accounts Payable in the sum of \$646,136.32 paid on or before October 26, 2022.

Seconded by Trustee Robinson
Motion carried by roll call vote.
Ayes: Mott, Pollastrini, Fodor, Kelly, Robinson
Nays: None
Absent: Fodor

COMMITTEE / COMMISSION REPORTS

- a) Business Development Commission - Trustee Kelly reported on the most recent BDC meeting, including façade grant project updates, further work on the Economic Development Strategy, the schedule for Hampshire's Very Own, and new business updates.
- b) Public Relations - Trustees Kelly and Mott reported on the recent PR Committee Meeting, including newsletter topics and a marketing approach for the My Hampshire app to be launched in November.
- c) Public Works - Trustee Koth made special note of Adam from the Streets Department who saved the Village tens of thousands of dollars by repairing one of the large truck beds himself. It had been rotted/rusted out, and the quoted repair was over \$40,000, but Adam was able to cut out the bad material and weld new material for about \$1,000.
- d) Budget Committee - No report.

ANNOUNCEMENTS

President Reid noted that he lost a bet with the president in Gilberts - Gilberts raised more money during the Cop on Top event, so President Reid is wearing the "I Love Gilberts" shirt this evening. It was an excellent event.

Trustee Mott said he thinks the Trunk or Treat event went very well. The Lions Club served over 1,200 hot dogs. The Sanderson Sisters, played by Ms. Lyons, Village Clerk Linda Vasquez, and Accounting Asst. Mary Brandes, were very popular.

ADJOURNMENT

Trustee Robinson moved to adjourn the Village Board meeting at 9:23 p.m.

Seconded by Trustee Koth
Motion carried by roll call vote.
Ayes: Koth, Pollastrini, Mott, Kelly, Robinson
Nays: None
Absent: Fodor


Josh Wray, Deputy Village Clerk