

**VILLAGE OF HAMPSHIRE
REGULAR MEETING OF THE BOARD OF TRUSTEES
MINUTES
December 17, 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, December 17, 2020.

Trustee Kelly made a motion to allow Trustees Krajecki and Robinson to join the meeting electronically:

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

Present: Aaron Kelly, Christine Klein, Toby Koth, Mike Reid, and Jeffrey Magnussen.

Electronically: Trustees Ryan Krajecki and Erik Robinson.

A quorum was established.

Also Present: Village Manager Jay Hedges, Village Clerk Linda Vasquez, Assistant to the Village Manager Josh Wray, and Police Chief Brian Thompson.

Also Electronically: Tim Paulson - EEI, Village Attorney Mark Schuster, and Finance Director Lori Lyons.

President Magnussen led the Pledge of Allegiance.

MINUTES

Trustee Klein moved to approve the minutes of December 3, 2020.

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

VILLAGE MANAGER REPORT:

Trustee Koth moved to approve Professional Services Agreement from EEI for Engineering Services for Intersection Improvements at Route 72 and State Street in the amount of \$53,777.00.

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

Trustee Klein moved to approve Ordinance 20-29: Amending the Village's Ethics Regulations to Add Certain Conflict of Interest Rules, with the changes under Section 1: No officer and no employee of the Village shall engage in any act that is considered a conflict of interest as define under A, B, C D and E.

Seconded by Trustee Krajecki

Motion carried by roll call vote.

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

Nays: None

Absent: None

COVID-19 Update:

Mr. Hedges reported the drive thru testing facility that was at Hampshire High School tested 238 people. Additionally, anyone can now sign up to be an ambassador to help share information about prevention measures, testing resources, and other relevant information. The link to join: <https://www.surveymonkey.com/r/VNFZQRC>. Trustee Krajecki also pointed out we are not of the woods yet, and we should still be following prevention guidelines like wearing masks and socially distancing.

VILLAGE BOARD COMMITTEE REPORTS

- a) **Village Services** – Trustee Kelly will be talking with Waste Management since their contract is up soon. He will be asking for a comparison of what services WM currently provides to the Village and what additional services they could provide. The Village Services Committee will then meet to discuss what kind of service package the Village might want before considering a bid.
- b) **Public Works** – Village Manager Hedges reported we are moving along with the new Streets building. Staff met with architects and representatives from Stanley to discuss floor layouts, materials, and building features. We should have a concept plan and cost very soon.
- c) **Business Development** – Trustee Krajecki reported on the BDC meeting on December 9th, the commission discussed ways of helping out our local businesses, including potentially linking delivery services with restaurants. The next edition of Hampshire's Very Own will feature the Vintage Hammer.
- d) **Finance** –

- a. **Accounts Payable** –

Trustee Krajecki moved to approve the Accounts Payable in the sum of \$89.12 for employees Hobert Jones paid on or before December 23, 2020.

Seconded by Trustee Kelly

Motion carried by roll call vote.

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

Nays: None

Absent: None

Trustee Kelly moved to approve the Accounts Payable in the sum of \$242,056.95 paid on or before December 23, 2020.

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

Finance Director Ms. Lyons reported that she did check on the insurance rates with other towns. The consensus was that the Village should go out for bid next year.

- e) **Public Relations** – Santa will be at Rose Garden from 2-4pm on December 21st and will see the children through the window. He will have a microphone to talk to them. The Christmas parade is 7 miles long and will meet and end at Hampshire Middle School. There are about 32 registered to be in the parade. There is plenty of room to maintain social distancing. The final vehicle will be collecting donations to the food pantry, which is especially in need of dish soap and laundry detergent. Merry Christmas and Happy New Year to everyone.
- f) **Planning/Zoning** – No report
- g) **Public Safety** – Everyone is safe
- h) **Fields & Trails** – No report

ANNOUNCEMENT

Village President Magnussen announced a Special Village Board meeting will be held on Monday December 28, 2020 at 7 p.m. The topic will be tax levies.

EXECUTIVE SESSION

Trustee Klein moved to adjourn to executive session at 8:23 pm for purposes of Employee performance review under Sec. 2(c)1 of the Open Meeting Act.

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

The Village Board reconvened in open session at 8:47 PM

Village Board reported that the employee performance review of Mr. Hedges went very well and that scores were very good. Keep up with the good work. We should have staff also be reviewed by their subordinates. The Village Board also commended Assistant to the Village Manager Josh Wray for all his good work here so far.

The Village Board indicated to Mr. Hedges that they would like to consider bidding the Village's engineering services. Mr. Hedges responded that staff has discussed that internally but did not want to take on such a large transition at the same time as transitioning the building department. Mr. Hedges has received inquiries from several engineering firms about providing services to the Village, so staff will investigate further and bring it to the Village Board in the Spring.

Village Board would like to wish everyone Happy Holidays!!!!

ADJOURNMENT

Trustee Kelly moved to adjourn the Village Board meeting at 9:05 p.m.

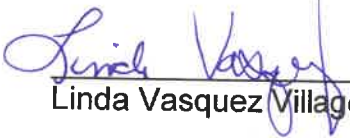
Seconded by Trustee Robinson

Motion carried by roll call vote

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

Nays: None

Absent: None


Linda Vasquez Village Clerk