

**HAZEL GREEN REGULAR BOARD MEETING
NOVEMBER 1, 2016**

President Dale Leifker called the meeting to order at 7:00 p.m. Proof of publication: notices were posted at American Bank, Post Office, Village Hall, the Village website and all the Trustees were notified by delivery of the agenda.

Trustees present: John Tranel, Josh Kearney, Chris Lisk, Becky Lee, Dave Jegerlehner and Robert Hessling.

Employees present: Sally Bauer, John Berning, Sergeant Brandon Clark.

Citizens present: JoAnn Woodward, Jennifer Gleason and Megan Flatley.

MINUTES OF PREVIOUS MEETINGS: Trustee John Tranel made the motion to approve the minutes from October 18th and 24th. Trustee Becky Lee seconded the motion. Roll call vote: John Tranel-yes, Josh Kearney-yes, Chris Lisk-yes, Becky Lee-yes, Dave Jegerlehner-yes, Robert Hessling-yes and Dale Leifker-yes. Motion carried 7-0.

PUBLIC INPUT: None.

COMMUNICATIONS:

CLERK: We are working on preparing for the presidential and general elections.

REPORTS OF VILLAGE OFFICERS:

JOHN BERNING, DPW, LINEMAN:

The sidewalks on 3 blocks of S Main Street have been torn out. Blacktop from County W to 19th Street is to be laid on November 3. We are looking at the stoop at Gangsters to have that replaced when we are replacing sidewalks. KD Engineering was contacted about removing the stoop and if there would be any issues, they did not foresee any. There is an electrical issue at the properties on the west end of town that is causing an electrical issue in town. We are looking into purchasing a new transformer for those businesses.

MONTHLY BILLS: President Dale Leifker made the motion to approve the bills from October 19-28, 2016. Trustee Chris Lisk seconded the motion. Roll call vote: John Tranel-yes, Josh Kearney-yes, Chris Lisk-yes, Becky Lee-yes, Dave Jegerlehner-yes, Robert Hessling-yes and Dale Leifker-yes. Motion carried 7-0.

CHANGING STATIONS IN THE RESTROOMS: Hazel Green Public Library Director Megan Flatley informed the board that a patron came to her asking what the library would need. The patron is going to school, as a part of her homework, she needs to

write a grant for a business. The library would like to see there being changing stations in the restrooms for the families that come into the library. President Dale Leifker made the motion to approve the patron to pursue a grant for the changing stations. Trustee Becky Lee seconded the motion. Roll call vote: John Tranel-yes, Josh Kearney-yes, Chris Lisk-yes, Becky Lee-yes, Dave Jegerlehner-yes, Robert Hessling-yes and Dale Leifker-yes. Motion carried 7-0.

SOCCER FEES FOR 2016: Soccer fees were discussed for the 2016 season. It was requested that John Costello be at the next meeting to discuss these.

SITE PLAN FOR ST. FRANCIS DE SALES CEMETERY: This was tabled. The church is still reviewing their site plans.

RATE CASE INCREASE FOR WATER UTILITY: While doing the electrical rate case, it was discovered that historical rate of return was 2013 – 1.28%, 2014 – 0.63% and 2015 – (5.04%). President Dale Leifker made the motion to approve the full rate case for the water utility. Trustee Josh Kearney seconded the motion. Roll call vote: John Tranel-yes, Josh Kearney-yes, Chris Lisk-yes, Becky Lee-yes, Dave Jegerlehner-yes, Robert Hessling-yes and Dale Leifker-yes. Motion carried 7-0.

PRICES/TRADE-IN AMOUNTS FOR FORD TRUCK: This matter was tabled as we are waiting on quotes.

RECOMMENDATIONS FROM PERSONNEL COMMITTEE: The following recommendations were made by the personnel committee:

DISCUSS JOB DESCRIPTION/REQUIREMENTS FOR THE UTILITY DEPARTMENT. *Dave Jegerlehner made the motion to recommend using the qualification sheet already written for the positions. Deleting #1 (electric school) for the Water and Sewer position.*

Must attend electric school/or have required training (requires signing contract), Obtain water and sewer licenses at a later date, Attend required continuing education to keep all licenses current, Be able to operate small to large equipment and vehicles, Must have valid driver's license, Must be able to obtain a CDL within 6 months, Must have high school diploma or GED equivalent, Must pass background check, Knowledge of equipment/vehicle maintenance, Must have good disposition with public, Be able to work in waste water plant environment, Must be able to walk long distances, in the elements, for long periods of time (read meters), Must be willing to work weekends and holidays (3 hrs/day – weekend plant duty, rotation), Expect to be called out for emergencies (electric, water, sewer), Must be able to work in the elements, Must not have a fear of heights and/or confined spaces, Will be subjected to pre-employment and random drug test, Will be

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subject to pre-employment physical, Will be subject to pre-employment testing, Must be able to do paperwork efficiently and accurately, file computerized reports for state and federal regulations and adhere to deadlines, Willing to attend board/committee meetings when necessary, Assist with mutual aid for surrounding communities, if qualified, Must adhere to all safety training procedures, Must read and sign employee policy manual.

Testing requirement is still a question to whether that should be done or if the Committee even wants it done. A \$20.00 hourly base rate for the Electric position and an \$18.00 hourly base for the Water/Sewer position plus more for experience. Motion seconded by Becky Lee. Becky Lee-yes, Dave Jegerlehner-yes, and Dale Leifker-yes. Motion approved 3-0.

President Dale Leifker made the motion to accept the recommendations from the committee. Trustee Dave Jegerlehner seconded the motion. Roll call vote: John Tranel-yes, Josh Kearney-yes, Chris Lisk-yes, Becky Lee-yes, Dave Jegerlehner-yes, Robert Hessling-yes and Dale Leifker-yes. Motion carried 7-0.

TESTING FOR CANDIDATES: Trustee Dave Jegerlehner made the motion to not have the candidates take additional testing when being selected for the open positions. Trustee John Tranel seconded the motion. Roll call vote: John Tranel-yes, Josh Kearney-yes, Chris Lisk-yes, Becky Lee-yes, Dave Jegerlehner-yes, Robert Hessling-yes and Dale Leifker-yes. Motion carried 7-0.

AUTHORIZE PUBLICATION OF HELP WANTED ADS: Trustee Becky Lee made the motion to publish the help wanted ads in the Shopping news, Telegraph Herald, Galena Gazette and at the local tech schools. Trustee Dave Jegerlehner seconded the motion. Roll call vote: John Tranel-yes, Josh Kearney-yes, Chris Lisk-yes, Becky Lee-yes, Dave Jegerlehner-yes, Robert Hessling-yes and Dale Leifker-yes. Motion carried 7-0.

PRELIMINARY BUDGET FOR 2017: The preliminary budget was reviewed. Trustee Dave Jegerlehner made the motion to approve the draft budget be published in the Tri-County Press. President Dale Leifker seconded the motion. Roll call vote: John Tranel-yes, Josh Kearney-yes, Chris Lisk-yes, Becky Lee-yes, Dave Jegerlehner-yes, Robert Hessling-yes and Dale Leifker-yes. Motion carried 7-0.

Trustee Dave Jegerlehner made the motion to adjourn at 7:58 p.m. Trustee Josh Kearney seconded the motion. All agreed.

Sally Bauer
Clerk/Treasurer