

VILLAGE OF HAMMOND BOARD MEETING
MINUTES

Tuesday, July 8, 2025

7:00 p.m.

Village Hall, 105 East 1st St, Hammond, IL 61929

1) Call to Order Time: 7:00pm

2) Roll Call

	<u>Attended</u>	<u>Absent</u>
- John Drummond, President	X	
- Lauren Molby, Trustee	X	
- Billie Larkins, Trustee	X	
- Nathan Tavoletti, Trustee		X
- Josh Bartley, Trustee		X
- Pam Thompson, Trustee	X	
- Kristina Bjordahl, Trustee	X	
-Tricia Harvey, Secretary/Deputy Clerk	X	
- Kelsey Wells, Clerk/Treasurer	X	
- Rob Larkin, Animal Control Officer	X	
- Ron Miller, Water Superintendent		X

3) Pledge of Allegiance

4) Acknowledgment of videographer: The Village is recording and also videoing live for virtual attendance. No one else known to be recording.

5) Adopt Agenda for this meeting: Billie Rae made the motion to adopt the agenda, with a 2nd by Kristina. All in favor: #4 Yes's, #0 No's, #2 Absent; motion carried.

6) Public Comment: Jackie Baer spoke and read a letter/story to the Board and residents who attended. She asked about the ball field name change and will her husbands name be removed; who is in charge of the upkeep of the concessions and ball field; when was the last time the Village insurance policy was updated, and has the ball field and concession stand been added to it in case of any natural or manmade damage. John responded that he wants to name the “park” area around the ball field and not rename the ball field, calling the Phil Baer Ball Field at Veteran’s Park; he advised that the Board indirectly is responsible for keeping the ball field and concessions clean and that efforts will continuously be made slowly over time that the concessions will be updated; Kelsey is to

check on the Village insurance and see who and what is all covered and the last time it was updated.

Jason wants to inquire about a backup water plan if the systems fail. John said we will put it on the August 12, 2025 agenda to discuss.

- *Public comment period shall not exceed 30 minutes (5min per person) for open board and zoning meetings.*
- *Public comment regarding a personal letter from the Village of Hammond attorney will not be acknowledged during Public Comment. Comments and questions are to be directed to the attorney as stated in the correspondence.*
- *Public comment time is not intended to require members of the Board or staff to provide responses. If needed, there will be follow up after the meeting or addition to the agenda for next meetings.*
- *Discussion of agenda items by the board will be focused on the topic at hand. Any questions that may come about regarding other issues will be saved for wrap up comments at the end of the agenda.*

QUESTIONS WILL BE ANSWERED AT THE DISCRETION OF THE VILLAGE PRESIDENT.

The Board read over each set of Minutes for each meeting. Consent Agenda for all meeting minutes approval at once.

7) All minutes approval:

Approve the Minutes of Special Board Meeting June 2, 2025-

Approve the Minutes of the Special Events Committee Meeting June 5, 2025

Approve the Minutes of Monthly Board Meeting June 10, 2025

Approve Minutes of Special Events Committee Meeting June 23, 2025

Approve the Minutes of Special Board Meeting June 23, 2025

Billie Rae made the motion to approve these minutes, with a 2nd by Kristina. All in favor? #4 Yes's, #0 No's, #2 Absent; motion carried, with minutes being approved as to form with full consent of all minutes.

8) Approve the Financial(s): Treasurer's Report for July 2025.

Kelsey presented the treasurer's report for June that was ran in July, and also bills to pay for July and August.

Lauren made the motion to approve the June’s Treasurer report (ran in July) and to approve paying June bills, with a 2nd by Pamela. By Roll Call Vote: All in favor: #4 Yes’s, #0 No’s, #2 Absent; motion carried.

	YES		NO
- Lauren Molby, Trustee	<u> X </u>		<u> </u>
- Billie Larkins, Trustee	<u> X </u>		<u> </u>
- Nathan Tavoletti, Trustee	<u> </u>	A	<u> </u>
- Josh Bartley, Trustee	<u> </u>	A	<u> </u>
- Pam Thompson, Trustee	<u> X </u>		<u> </u>
- Kristina Bjordahl, Trustee	<u> X </u>		<u> </u>

9) Village Clerk Report/Public Works Superintendent Report/Animal Control Report
Discussion/Action re: Reports

Tricia presented the shut-off report to the Trustees.

Water Report: Ron Miller absent, and did not report anything to Kelsey or Tricia to speak about at the meeting.

Animal Control Report: Rob Larkin

Billie Rae made the motion to approve these reports, with a 2nd by Lauren. All in favor? #4 Yes’s, #0 No’s, #2 Absent; motion carried, with reports being approved.

10) New Business:

Discussion/Action re: Discussion and Approval to pay a licensed food person that ran the concession stands for July 4 & 5 2025 festivities. Dante Drummond, \$240.00 Minimum wage, \$15.00 per hour for 16 hours of work.

Billie Rae made the motion to pay Dante Drummond \$240.00 for his 16 hours of working the concession stands at \$15.00 per hour, with a 2nd by Kristina. All in favor: #4 Yes’s, #0 No’s, #2 Absent; motion carried.

	YES		NO
- Lauren Molby, Trustee	<u> X </u>		<u> </u>
- Billie Larkins, Trustee	<u> X </u>		<u> </u>
- Nathan Tavoletti, Trustee	<u> </u>	A	<u> </u>
- Josh Bartley, Trustee	<u> </u>	A	<u> </u>
- Pam Thompson, Trustee	<u> X </u>		<u> </u>
- Kristina Bjordahl, Trustee	<u> X </u>		<u> </u>

Discussion/Action re: Discussion on purchasing a new printer and possibly paying for a monthly printer maintenance system. Approval to purchase new printer and decision to pay for a printer service maintenance contract for the new printer. A company of interest will be coming to this meeting to talk about what they have to offer. Additionally, Tricia received an estimate via email for a new printer and maintenance agreement plan from CDS Office Technologies (Rob Reckers is the sales rep)

Discussed tabling this topic until August 12, 2025 in order to get more estimates. Only one received so far from CDS.

Lauren, made motion to table this topic until August 12, 2025, with a 2nd by Billie Ray. All in favor: #4 Yes's, #0 No's, #2 Absent; motion carried.

Discussion/Action re: Discussion and possible approval to change accounting systems from Sage 50 to Quickbooks and the costs incurred for purchasing software and modules needed within the software to run it effectively and efficiently. Start Quickbooks from beginning of fiscal year 2025.

Kelsey spoke with Auditors, and they suggest we wait until closer to next fiscal to get the change done before the end of it, to make the transition easier. Need to start the change about 60 days before the end of the fiscal, which is April 30, 2026.

Lauren made motion to table until Feb 2026. Did not pass.

Billie Rae made the motion to table until January 2026 to reassess changing the accounting system, with a 2nd by Kristina. All in favor: #3 Yes's, #1 No's, #2 Absent; motion carried.

Discussion/Action re: Passage of Ordinance Zoning Ordinance 2025-06 "An Ordinance Amending Zoning Districts Within the Corporate Limits of the Village of Hammond"

Public said that the apartments that have been rezoned now to residential need be inspected as there are 3 apartments, but only 2 apartments have bathrooms, and who is going to inspect them and get them up to code?

Kristina made the motion to approve and adopt 2025-06 "An Ordinance Amending Zoning Districts Within the Corporate Limits of the Village of Hammond", with a 2nd by Billie Rae. All in favor? #4 Yes's, #0 No's, #2 Absent; motion carried, with reports being approved.

Discussion/Action re: Discussion and Passage of the Amendment of Ordinance #2025-07 "An Ordinance Authorizing and Regulating the Use/Operation of Electric or Gas-powered Golf Carts & UTVs within the corporate limits of the Village of Hammond" Decreased permit amount to \$25, down from \$40

Discussion of lowering the permit fee from \$40.00 to \$25.00, since this is the first time discussing, this was suggested to adopt at the August 12, 2025 meeting.

Billie Rae made the motion to table this until August 12 ,2025 to adopt the lowering of the permit fee amount to \$25.00 and also make a provision that insurance coverage must be proven before a permit will be given, with a 2nd by Lauren. All in favor: #4 Yes’s, #0 No’s, #2 Absent; motion carried.

Discussion/Action re: Passage of Ordinance #2024-08, "An Ordinance Making Appropriations for Corporate Purposes for Fiscal Year 2025" (the Village budget)

John discussed the increases in the amounts and moving money between the funds. Billie requested we have a paid police presence and wants to account for that in the budget, which there already is an entry for it.

Lauren made the motion to approve and adopt 2024-08, "An Ordinance Making Appropriations for Corporate Purposes for Fiscal Year 2025, with a 2nd by Kristina . All in favor: #4 Yes’s, #0 No’s, #2 Absent; motion carried.

	YES		NO
- Lauren Molby, Trustee	<u> X </u>		<u> </u>
- Billie Larkins, Trustee	<u> X </u>		<u> </u>
- Nathan Tavoletti, Trustee	<u> </u>	A	<u> </u>
- Josh Bartley, Trustee	<u> </u>	A	<u> </u>
- Pam Thompson, Trustee	<u> X </u>		<u> </u>
- Kristina Bjordahl, Trustee	<u> X </u>		<u> </u>

11) Old/Unfinished Business:

Discussion/Action re: Veteran Signs add to the Village, costs and funding for it.

John discussed the “wooden wall” with plaques and suggested that instead of naming each veteran individually as some might not want to be on the memorial, that maybe we should put a plaque of each branch and just state “all veterans”. John suggested a Veteran’s Day dedication ceremony at the Village Hall. He again stated that he would like to see if the school would be interested in having this as a student project.

Billie Rae made the motion for John to call the principal of the school regarding this student project of the wooden sign, and also for John to talk to the American Legion; and then to table this until August 12, 2025 meeting for more updates, with a 2nd by Kristina. All in favor: #4 Yes’s, #0 No’s, #2 Absent; motion carried.

Discussion/Action re: Doors and Handicapped accessible ramp.

Kelsey has not received any other estimates and is looking at other options for doors. Her initial contact to inquire about an estimate has not returned her call. Suggested this topic be tabled until August 12, 2025 meeting.

Billie Rae made the motion to table this topic until August 12, 2025 meeting, with a 2nd by Kristina. All in favor: #4 Yes's, #0 No's, #2 Absent; motion carried.

Discussion/Action re: Follow-up on ordering the 2025 IML handbooks for staff & trustees, with the additional books to be kept in the office. All IML Books are half price. Need to order before July 31, 2025.

Discussion was had about how many books would be needed, what was a feasible amount to order and which updated books are needed.

Kristina made the motion to purchase 9 IML Handbooks, 1 FOIA book, 1 Newly Elected Officials book, and 1 Zoning book with a total amount to be spent up to \$300.00 to include tax and shipping, with a 2nd by Billie Rae. All in favor: #4 Yes's, #0 No's, #2 Absent; motion carried.

	YES		NO
- Lauren Molby, Trustee	<u>X</u>		<u> </u>
- Billie Larkins, Trustee	<u>X</u>		<u> </u>
- Nathan Tavoletti, Trustee	<u> </u>	A	<u> </u>
- Josh Bartley, Trustee	<u> </u>	A	<u> </u>
- Pam Thompson, Trustee	<u>X</u>		<u> </u>
- Kristina Bjordahl, Trustee	<u>X</u>		<u> </u>

Discussion/Action re: Passage of the new Ordinance #2025-09 “An Ordinance that Allows Cannabis Business Establishments in the Village of Hammond”

Discussion brought to the table. It was noted that Ross needs to draft the Ordinance from the ‘model’ that we have.

Billie Rae made the motion to table this until the August 12, 2025 meeting to have Ross review it and revise it. Kelsey is to contact Ross regarding drafting this Ordinance for the August 12, 2025 meeting, with a 2nd by Pam. All in favor: #4 Yes's, #0 No's, #2 Absent; motion carried.

Discussion/Action re: Passage of Revisions of Ordinance #2025-10, “An Ordinance to Regulate and Control the Keeping of Animals Within the Corporate Limits of the Village of Hammond”

Ordinance brought to the table to be adopted.

Lauren made the motion to approve and adopt 2025-10, “An Ordinance to Regulate and Control the Keeping of Animals Within the Corporate Limits of the Village of Hammond”, with a 2nd by Kristina. All in favor: #4 Yes’s, #0 No’s, #2 Absent; motion carried.

Discussion/Action re: Passage of Amending the Ordinance #2025-11, “An Ordinance Establishing the Rates and Charges for Services Supplied for the Sewerage System and Water System of the Village of Hammond, Illinois”

Ordinance brought to the table to be adopted.

Lauren made the motion to approve and adopt 2025-11, “An Ordinance Establishing the Rates and Charges for Services Supplied for the Sewerage System and Water System of the Village of Hammond, Illinois”, with a 2nd by Kristina. All in favor: #4 Yes’s, #0 No’s, #2 Absent; motion carried.

Regular Session ended at 8:34pm, to go into Executive Session by a motion made by Kristina with a 2nd by Lauren. All in favor: #4 Yes’s, #0 No’s, #2 Absent; motion carried.

Break from 8:34pm until 8:39pm.

12) Executive Session:

5ILCS 120/2 (c) (11): Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.

5ILCS 120/2 (c) (1): The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act.

13) Discussion/Action re: Executive Session Began at: 8:39pm

Ongoing Litigation and OV matters discussed. No employee matters discussed.

Executive Session ended at: 9:21pm

14) Action: to approve ongoing litigation and OV matters discussed in Executive Session.

Billie Rae made the motion to approve ongoing litigation and OV matters discussed in Executive Session, with a 2nd by Kristina. All in favor: #4 Yes's, #0 No's, #2 Absent; motion carried.

	YES		NO
- Lauren Molby, Trustee	<u> X </u>		<u> </u>
- Billie Larkins, Trustee	<u> X </u>		<u> </u>
- Nathan Tavoletti, Trustee	<u> </u>	A	<u> </u>
- Josh Bartley, Trustee	<u> </u>	A	<u> </u>
- Pam Thompson, Trustee	<u> X </u>		<u> </u>
- Kristina Bjordahl, Trustee	<u> X </u>		<u> </u>

15) President/Trustee Comments: NONE

16) Adjournment of July 8, 2025 Monthly board meeting at 9:34pm, by a motion made by Billie Rae with a 2nd by Lauren. All in favor: #4 Yes's, #0 No's, #2 Absent; July 8, 2025 Monthly Board Meeting is adjourned.