



# Village of Hampton, Illinois

Clerk's Office: 901 4<sup>th</sup> Street, Hampton, Illinois 61256

## Meeting location

Village Hall, 520 1<sup>st</sup> Avenue, Hampton, IL 61256

## AGENDA

**Monday, March 23, 2026; 6:30 PM**

1. Call to Order.
2. Roll Call.
3. Pledge of Allegiance.
4. Approval of the Budget Minutes of March 9, 2026.
5. Approval of the Meeting Minutes of March 9, 2026.
6. Approval of the Budget Meeting Minutes of March 10, 2026.
7. Approval of the Committee Meeting Minutes of March 16, 2026.
8. Approval and Authorization for Payment of Bills.
9. Visitors who wish to address the board (3-minute time limit).
10. Discussion from Kathy Hotchkiss becoming a sister-city with Hampton, Iowa.
11. Consideration and Approval of donating to the Silvis Little League.
12. Discussion, Consideration and Approval of the proposal from Republic.
13. Discussion, Consideration and Approval of employee Health Insurance.
14. Consideration and Approval of the quote from Racom.
15. Consideration and Approval of the hiring of Public Works employee, Alex Fanella.
16. Proclamation recognizing Junior Achievement Day.
17. Proclamation recognizing Clerk's Week.
18. Discussion on finalizing the budget.
19. Consideration and Approval of the Job Descriptions.

### NEW BUSINESS and Committee Reports.

- |  |                     |
|--|---------------------|
| a. Streets and Alleys.                             | Trustee Culver      |
| b. Public Safety.                                  | Trustee Johnson     |
| 1. Sheriff's Report.                               | Sheriff Department  |
| 2. Fire Rescue Chief Report.                       | Chief Manion        |
| c. Finance.  | Trustee Adams       |
| d. Administration, Insurance and Code Enforcement. | Trustee Klouser     |
| e. Public Works.                                   | Trustee White       |
| 1. Supervisor Report.                              | Director Toalson    |
| f. Parks and Heritage Center.                      | Trustee Gonzalez    |
| g. Village Clerk                                   | Clerk Bergeson      |
| h. Deputy Clerk                                    | Clerk Coberley      |
| 20. President's Report and Comments.               | President Bornhoeft |
| 21. Closed Session                                 |                     |



# VILLAGE OF HAMPTON, ROCK ISLAND COUNTY, ILLINOIS

MEETING OF THE BOARD OF TRUSTEES OF  
THE VILLAGE OF HAMPTON, ILLINOIS  
MARCH 9, 2026 AT 5:30 PM

BE IT REMEMBERED, THAT THERE CAME AND WAS HELD A  
**BUDGET MEETING** OF THE BOARD OF TRUSTEES OF THE  
VILLAGE OF HAMPTON, ILLINOIS AT THE VILLAGE HALL:

Members present:

President Bornhoeft  
Trustee Steffanie Adams  
Trustee Ryan Gonzalez (6:10PM)  
Trustee Marty Johnson  
Trustee LuAnn Culver  
Trustee Michael Klouser  
Trustee Mark White  
Clerk Michelle Bergeson  
Deputy Clerk Julie Coberley  
Fire Chief Dan Manion  
Public Works Supervisor Eric Toalson  
Accountant Linda Nelson

President Bornhoeft called the meeting to order at 5:30 PM. Clerk Bergeson called the roll noting a quorum was present. The Pledge of Allegiance was recited. Budget Meeting was held at the Village Hall.

**Acknowledgement of visitors who wish to address the board (3-minute time limit).** No one addressed the board.

**Discussion of the Budget for the FY 2026-2027.** Accountant Linda Nelson addressed the board with the preliminary numbers for the budget. Discussion regarding needs of the village. Main concern is the replacement of the water mains. Ms. Nelson stated that the board could look into a bond. Adjustments were made to utility accounts.

Being no further business, motion by Trustee Gonzalez to adjourn, second by Trustee Klouser. Motion approved by unanimous "Aye" vote. Motion carried. The Board adjourned at 6:26 PM.

VILLAGE OF HAMPTON

Michelle J. Bergeson



## VILLAGE OF HAMPTON, ROCK ISLAND COUNTY, ILLINOIS

MEETING OF THE BOARD OF TRUSTEES  
OF THE VILLAGE OF HAMPTON, ILLINOIS  
March 9, 2026, AT 6:30 PM

BE IT REMEMBERED THAT THERE CAME AND WAS HELD A  
REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE  
VILLAGE OF HAMPTON, ILLINOIS AT THE VILLAGE HALL:

Members present:

President Christopher Bornhoeft  
Trustee Steffanie Adams  
Trustee Ryan Gonzalez  
Trustee Marty Johnson  
Trustee LuAnn Culver  
Trustee Michael Klouser  
Trustee Mark White  
Fire Chief Dan Manion  
Clerk Michelle Bergeson  
Deputy Clerk Julie Coberley  
Public Works Director Eric Toalson

President Christopher Bornhoeft called the meeting to order at 6:30 PM. Clerk Bergeson called the roll noting a quorum was present. The Pledge of Allegiance was recited. Meeting was held at the Village Hall.

**Approval of the Meeting Minutes of February 23, 2026.** Motion to approve the minutes made by Trustee Adams, seconded by Trustee Gonzalez. Motion approved by voice vote: "Aye".

**Approval and Authorization for Payment of Bills.** Motion to approve payment of bills made by Trustee Adams, seconded by Trustee Klouser. Motion approved by roll call vote as follows: White, Klouser, Culver, Johnson, Gonzalez, and Adams: "Aye". Motion carried.

**Visitors who wish to address the Board (3-minute time limit).** Resident Elliott Stone would like to start planting trees within the park, since we cut quite a few down. Matt DeSmyter addressed the board regarding his campaign for Sheriff; he has been the only candidate to contract the village individually.

**Discussion from Shianne Grimm regarding the possibility of a scholarship from Hampton to Silvis Little League.** Shianne introduced herself to the council. Shianne expressed that many children from Hampton play Silvis Little League ball. The City of Silvis has provided the league with financial support. The City of Silvis has asked that Shianne reach out to the other municipalities that boundary the league for donations. The Village of Hampton will place this on the agenda at the next regular meeting for approval.

**Discussion of the top 5 Ordinances to be enforced.** Sheriff's department will be doing an enforcement sweep of the village. They would like the Board to give them the top 5 ordinances that they would like to see enforced. The sheriff's department will go around and enforce violations. The village will announce when the sheriff's department will be doing this.

**Consideration and Approval of the process and amount of the sale of the Fire Truck.** Trustee White met with Dixon, IA and Robbins, IL who made offers on the 2002 Peirce Fire Truck. The last offer was for \$35,000 from Dixon, IA. Motion was made by Trustee Adams, seconded by Trustee Johnson to approve the offer for \$35,000 from Dixon, IA. Roll call vote as follows: Adams, Gonzalez, Johnson, Culver, Klouser and White: "Aye". Motion carried.

**Discussion and Approval of the Job Descriptions.** Motion to put on next agenda made by Trustee Klouser, seconded by Trustee Adams. Job Descriptions to be uniform. Motion approved by unanimous voice vote: "Aye". Motion carried.

**Consideration and Approval of matching the funds raised for golf tees in the park.** Trustee Gonzalez stated a few groups that use the frisbee golf in the park have raised \$2300.00 for golf tees. Motion made by Trustee Adams to match \$2300.00, seconded by Trustee White. Roll call vote as follows: Adams, Gonzalez, Johnson, Culver, Klouser and White: "Aye". Motion carried.

**Discussion, Consideration and Approval to use the recommended program Otter.AI from IML.** Motion to withdraw until more information is available by Trustee Adams, seconded by Trustee Gonzalez. Motion approved by voice vote: "Aye". Motion carried.

**NEW BUSINESS:**

**Streets and Alleys:** Trustee Culver nothing to report, would like trustees to drive the village at night for better placement of lighting.

**Public Safety:** Trustee Johnson reached out to the railroad regarding crossing signals. He is being sent to different people with no answers.

**Sheriff:** Discussed the dirt bike, modified bikes in town.

**Fire Rescue Chief Report:** Chief Manion reported assisting with a couple mutual aid fires last week.

**Finance:** Trustee Adams thanked Linda Nelson and Village staff for work on the water concerns. She also thanked the Board for their work on the budget.

**Administration, Insurance, and Code Enforcement:** Trustee Klouser would like to have all job descriptions, Trustee Klouser met with Three Brothers and the burden is on them, wants a report from the restaurant.

**Public Works:** Trustee White will keep board informed of the status of the truck.

**Public Works Director:** Director Toalson informed the board of the progress on the waterline replacement by McClintock.

**Parks and Heritage Center:** Trustee Gonzalez would like to schedule committee meeting regarding Hampton Days for March 16, 2026.

**Village Clerk:** Clerk Bergeson stated that we are close to completing budget, our 2025 Audit is also underway and going well; Met with Hutchison Engineering regarding the MS4 Permit from EPA; Attended FEMA webinar.

**Deputy Clerk:** Deputy Clerk Coberley stated that ordinance violation season is upon us and we need to weigh our options as certified mail is costly.

**President's Reports and Comments:** President Bornhoeft reminded everyone to vote Tuesday, March 17, 2026, in the primary.

Being no further business, motion to adjourn by Trustee Adams, seconded by Trustee White. Meeting adjourned at 7:38 p.m.

VILLAGE OF HAMPTON

Michelle J. Bergeson  
Clerk



# VILLAGE OF HAMPTON, ROCK ISLAND COUNTY, ILLINOIS

MEETING OF THE BOARD OF TRUSTEES OF  
THE VILLAGE OF HAMPTON, ILLINOIS  
MARCH 10, 2026 AT 5:30 PM

BE IT REMEMBERED, THAT THERE CAME AND WAS HELD A  
**BUDGET MEETING** OF THE BOARD OF TRUSTEES OF THE  
VILLAGE OF HAMPTON, ILLINOIS AT THE VILLAGE HALL:

Members present:

President Bornhoeft  
Trustee Steffanie Adams  
Trustee Ryan Gonzalez  
Trustee Marty Johnson  
Trustee LuAnn Culver  
Trustee Michael Klouser  
Trustee Mark White  
Clerk Michelle Bergeson  
Deputy Clerk Julie Coberley  
Fire Chief Dan Manion (5:46PM)  
Public Works Supervisor Eric Toalson  
Accountant Linda Nelson

President Bornhoeft called the meeting to order at 5:30 PM. Clerk Bergeson called the roll noting a quorum was present. The Pledge of Allegiance was recited. Budget Meeting was held at the Village Hall.

**Acknowledgement of visitors who wish to address the board (3-minute time limit).** No one addressed the board.

**Discussion of the Budget for the FY 2026-2027.** Accountant Linda Nelson addressed the board with concerns of the water rates with East Moline and rates the Village is charging the residents. Changes were made to the schedules presented to the board the night before. Ms. Nelson stated that she would be available via zoom if needed.

Being no further business, motion by Trustee Adams to adjourn, second by Trustee White. Motion approved by unanimous "Aye" vote. Motion carried. The Board adjourned at 6:23 PM.

VILLAGE OF HAMPTON

Michelle J. Bergeson



# VILLAGE OF HAMPTON, ROCK ISLAND COUNTY, ILLINOIS

MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF  
HAMPTON, ILLINOIS

March 16, 2026  
6:30 PM

BE IT REMEMBERED, THAT THERE CAME AND WAS HELD A COMMITTEE MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF HAMPTON, ILLINOIS IN THE SAID VILLAGE:

Members present:

- President Christopher Bornhoeft
- Trustee Ryan Gonzalez
- Trustee Marty Johnson
- Trustee Steffanie Adams
- Trustee LuAnn Culver
- Clerk Michelle Bergeson

President Bornhoeft called the meeting to order at 6:30 PM. Clerk Bergeson called the roll call, noting a quorum present. The meeting was held at the Village Hall, 520 1<sup>st</sup> Avenue, Hampton, IL.

**Discussion regarding the 2026 Hampton Days Events.** Discussion with Committee Members regarding the events planned for the 2026 Hampton Days events. Trustee Gonzalez updated the Board on the steps that have already been taken and assigned tasks to board members.

There being no further regular business, it was motioned by Trustee Gonzalez, seconded by Trustee Adams, to adjourn. Motion carried by unanimous voice vote. The meeting adjourned at 7:19 PM.

VILLAGE OF HAMPTON

Michelle Bergeson, Clerk



**Village of Hampton**  
 901 4th Street - PO Box 77 - Hampton, IL 61256  
 AP Invoices - Invoice List V4 -

Unregistered Invoices - G/L Source: A/P - Tentative G/L Register: 149 Batch 1 - Tentative G/L Date: null

Vendor	G/L Description	Invoice	Description	Amount
<b>MEDIACOM - CAROL STREAM IL 60197-5744</b>				
001-570	GENERAL FUND FIRE	03.22.2026	Fire Internet	229.95
001-570-5520	TELEPHONE ALLOW/INTERNET	FD		
<b>C/YTD 2026 Payments: \$923.99</b>				
<b>MEDIACOM Totals: 229.95</b>				
<b>PLATINUM INFO - HAMPTON IL 61256</b>				
001-105	GENERAL FUND ADMIN	PIS26-0785	Ad	384.60
001-105-6840	COMPUTER OPERATION COSTS			
001-570	GENERAL FUND FIRE	PIS26-0785	Fd	239.60
001-570-6840	COMPUTER OPERATION COSTS			
001-400	GENERAL FUND HERITAGE CENTER	PIS26-0785	Hc	152.80
001-400-5490	OTHER PROFESSIONAL SERV.			
600-640	PUBLIC WORKS FUND PUBLIC WORKS	PIS26-0785	Pw	175.60
600-640-6840	COMPUTER OPERATION COSTS			
<b>C/YTD 2026 Payments: \$6,217.83</b>				
<b>PLATINUM INFO Totals: 952.60</b>				
<b>PLATINUM SMART - HAMPTON IL 61256</b>				
001-400	GENERAL FUND HERITAGE CENTER	PSI26-0520	Recovery	53.06
001-400-5490	OTHER PROFESSIONAL SERV.			
001-570	GENERAL FUND FIRE	PSI26-0520	Recovery	53.06
001-570-6840	COMPUTER OPERATION COSTS			
001-105	GENERAL FUND ADMIN	PSI26-0520	Recovery	53.06
001-105-6840	COMPUTER OPERATION COSTS			
600-640	PUBLIC WORKS FUND PUBLIC WORKS	PSI26-0520	Recovery	53.08
600-640-6840	COMPUTER OPERATION COSTS			
<b>C/YTD 2026 Payments: \$212.26</b>				
<b>PLATINUM SMART Totals: 212.26</b>				
<b>QUILL CORPORATION - PHILADELPHIA PA 19101-0600</b>				
600-640	PUBLIC WORKS FUND PUBLIC WORKS	47933404	Paper For Invoices	65.78
600-640-6510	OFFICE SUPPLIES			
<b>C/YTD 2026 Payments: \$0.00</b>				
<b>QUILL CORPORATION Totals: 65.78</b>				
<b>MICHELLE BERGESON - COLONA IL 61241</b>				
001-105	GENERAL FUND ADMIN	MILEAGE	Mileage Replacement Ck	63.00
001-105-4720	AUTO ALLOWANCES			
<b>C/YTD 2026 Payments: \$400.51</b>				
<b>MICHELLE BERGESON Totals: 63.00</b>				
<b>AFLAC - COLUMBUS GA 31999-0001</b>				
001-000	GENERAL FUND GENERAL REVENUE	03.18.2026	Aflac	85.68
001-000-2180	AFLAC WITHHOLDING			
<b>C/YTD 2026 Payments: \$192.78</b>				
<b>MICHELLE BERGESON Totals: 85.68</b>				
<b>MISSISSIPPI VALLEY PUMP - BETTENDORF IA 52722</b>				
600-650	PUBLIC WORKS FUND WATER			
<b>C/YTD 2026 Payments: \$0.00</b>				
<b>AFLAC Totals: 85.68</b>				



Village of Hampton  
 901 4th Street - PO Box 77 - Hampton, IL 61256  
 AP Invoices - Invoice List V4 -

600-650-5150	UTILITY SYSTEM	15533-2	Install Pressure Valve	MISSISSIPPI VALLEY PUMP Totals:	505.00
CONRAD DISPOSAL SERVICE LLC - GENESEO IL 61254-8625			C/YTD 2026 Payments: \$18,480.00		505.00
600-680 PUBLIC WORKS FUND GARBAGE					
600-680-5730	REFUSE COLLECTION	APRIL 2026	April 2026	CONRAD DISPOSAL SERVICE LLC Totals:	9,240.00
PANTHER UNIFORMS - ROCK ISLAND IL 61201			C/YTD 2026 Payments: \$0.00		9,240.00
001-570 GENERAL FUND FIRE					
001-570-5130	MAINT - VEHICLES	859887	Plug For Fire Truck	PANTHER UNIFORMS Totals:	11.49
TRI-STATE FIRE CONTROL - MOLINE IL 61265			C/YTD 2026 Payments: \$0.00		11.49
001-110 GENERAL FUND STREETS					
001-110-5120	MAINT - EQUIPMENT	174746	Annual Fire Extinguisher Inspection		12.50
001-110-5120	MAINT - EQUIPMENT	174747	Fe Inspection		122.50
001-105 GENERAL FUND ADMIN					
001-105-6130	MAINTENANCE-EQUIPMENT	178627	inspect Fe	TRI-STATE FIRE CONTROL Totals:	130.00
SJ SMITH CO. - DAVENPORT IA 52802-2435			C/YTD 2026 Payments: \$24.18		265.00
001-110 GENERAL FUND STREETS					
001-110-6500	OPERATING SUPPLIES	847606	Gas Bottle Rental	SJ SMITH CO. Totals:	10.92
B&B DRAIN TECH - MILAN IL 61264			C/YTD 2026 Payments: \$0.00		10.92
001-105 GENERAL FUND ADMIN					
001-105-6125	MAINTENANCE-BLDG&GROUNDS	203013	Fix Drain	B&B DRAIN TECH Totals:	289.00
ROCK ISLAND CO. SHERIFF - ROCK ISLAND IL 61201			C/YTD 2026 Payments: \$48,118.74		289.00
001-570 GENERAL FUND FIRE					
001-570-5493	RADIO DISPATCH	P2500206	Radio Dispatch	ROCK ISLAND CO. SHERIFF Totals:	2,400.00
XEROX FINANCIAL SERVICES - DALLAS TX 7532-2882			C/YTD 2026 Payments: \$19.22		2,400.00
001-400 GENERAL FUND HERITAGE CENTER					
001-400-5540	PRINTING	ING6366133	Printer	XEROX FINANCIAL SERVICES Totals:	18.00
GENESEO COMMUNICATIONS - GENESEO IL 61254			C/YTD 2026 Payments: \$369.90		18.00
001-105 GENERAL FUND ADMIN					
001-105-5520	TELEPHONE/INTERNET	10209773	Internet	GENESEO COMMUNICATIONS Totals:	184.95
HUTCHISON ENGINEERING - JACKSONVILLE IL 62650			C/YTD 2026 Payments: \$3,446.50		184.95
001-110 GENERAL FUND STREETS					





**Village of Hampton**  
 901 4th Street - PO Box 77 - Hampton, IL 61256  
 AP Invoices - Invoice List V4 -

001-400 GENERAL FUND HERITAGE CENTER	03.10.2026	Ref	500.00
001-400-9291 REFUND OF DEPOSIT			<b>JANIS BARNETT Totals:</b>
			<u>500.00</u>
<b>ASCENDANCE - DAVENPORT IA 52806</b>	<b>C/YTD 2026 Payments: \$0.00</b>		
001-570 GENERAL FUND FIRE			
001-570-5120 MAINT - EQUIPMENT	RA353002482	Fire Equip Maint	276.38
			<b>ASCENDANCE Totals:</b>
			<u>276.38</u>
<b>TAMI ADRIANA - THE COLONY TX 75056</b>	<b>C/YTD 2026 Payments: \$0.00</b>		
001-400 GENERAL FUND HERITAGE CENTER			
001-400-9291 REFUND OF DEPOSIT	06.13.2026	Refund	500.00
			<b>TAMI ADRIANA Totals:</b>
			<u>500.00</u>
<b>JULIAN GUTIERREZ - MOLINE IL 61265</b>	<b>C/YTD 2026 Payments: \$0.00</b>		
001-400 GENERAL FUND HERITAGE CENTER			
001-400-9291 REFUND OF DEPOSIT	03.07.26	Refun	500.00
			<b>JULIAN GUTIERREZ Totals:</b>
			<u>500.00</u>
			<b>Grand Total:</b>
			<u>26,104.64</u>



Village of Hampton  
 901 4th Street - PO Box 77 - Hampton, IL 61256  
 AP Invoices - Invoice List V4 -

Vendor	FY 2026 Invoices	FY 2026 Payments	FY 2026 Invoices	FY 2026 Payments
012	(4) 923.99	(4) 923.99	(20) 3702.64	(18) 3702.64
014	(5) 6217.83	(4) 6217.83	(12) 12891.83	(11) 12891.83
016	(1) 212.26	(1) 212.26	(9) 2000.34	(9) 2000.34
017	(0) 0.00	(0) 0.00	(1) 78.99	(1) 78.99
025	(3) 400.51	(3) 400.51	(8) 1185.21	(8) 1185.21
027	(2) 192.78	(2) 192.78	(10) 942.48	(10) 942.48
043	(0) 0.00	(0) 0.00	(0) 0.00	(0) 0.00
058	(2) 18480.00	(2) 18480.00	(11) 92257.50	(10) 92257.50
094	(0) 0.00	(0) 0.00	(0) 0.00	(0) 0.00
108	(0) 0.00	(0) 0.00	(1) 84.00	(1) 84.00
178	(2) 24.18	(2) 24.18	(9) 107.64	(10) 119.34
183	(0) 0.00	(0) 0.00	(1) 155.00	(1) 155.00
485	(2) 6579.98	(2) 6579.98	(9) 45966.70	(9) 45966.70
492	(0) 0.00	(0) 0.00	(3) 615.00	(3) 665.00
493	(2) 6480.97	(2) 6480.97	(9) 29150.01	(10) 31366.69
558	(0) 0.00	(0) 0.00	(1) 500.00	(1) 500.00
227	(4) 48118.74	(4) 48118.74	(13) 172435.18	(13) 172435.18
276	(1) 19.22	(1) 19.22	(3) 80.87	(3) 80.87
358	(2) 369.90	(2) 369.90	(9) 1664.55	(9) 1664.55
366	(1) 3446.50	(1) 3446.50	(6) 11006.50	(5) 11006.50
410	(0) 0.00	(0) 0.00	(3) 1432.74	(3) 1432.74
571	(0) 0.00	(0) 0.00	(0) 0.00	(0) 0.00
572	(0) 0.00	(0) 0.00	(0) 0.00	(0) 0.00
573	(0) 0.00	(0) 0.00	(0) 0.00	(0) 0.00

Totals	Account	Amount
Total Invoices: 25	001-000-2180 AFLAC WITHHOLDING	\$85.68
Total Transactions: 26	001-105-4510 EMPLOYEE INSURANCE	\$1,065.32
	001-105-4720 AUTO ALLOWANCES	\$63.00



**Village of Hampton**  
**901 4th Street - PO Box 77 - Hampton, IL 61256**  
**AP Invoices - Invoice List V4**

**Total Vendors: 24**  
**Total Amount: \$26,104.64**

001-105-5510 POSTAGE	\$20.96
001-105-5520 TELEPHONE/INTERNET	\$184.95
001-105-5530 PRINTING & PUBLICATION	\$540.28
001-105-6125 MAINTENANCE-BLDG&GROUNDS	\$289.00
001-105-6130 MAINTENANCE-EQUIPMENT	\$130.00
001-105-6500 OPERATING SUPPLIES	\$103.10
001-105-6510 OFFICE SUPPLIES	(\$20.95)
001-105-6840 COMPUTER OPERATION COSTS	\$4,596.64
001-110-4510 EMPLOYEE INSURANCE	\$289.86
001-110-5120 MAINT - EQUIPMENT	\$135.00
001-110-5321 STORM WATER PERMIT & MAPPING	\$1,691.50
001-110-6500 OPERATING SUPPLIES	\$10.92
001-300-4510 EMPLOYEE INSURANCE	\$289.83
001-400-5490 OTHER PROFESSIONAL SERV.	\$205.86
001-400-5540 PRINTING	\$18.00
001-400-9291 REFUND OF DEPOSIT	\$1,500.00
001-570-5120 MAINT - EQUIPMENT	\$276.38
001-570-5130 MAINT - VEHICLES	\$11.49
001-570-5493 RADIO DISPATCH	\$2,400.00
001-570-5520 TELEPHONE ALLOW/INTERNET	\$229.95
001-570-6840 COMPUTER OPERATION COSTS	\$292.66
600-640-4510 EMPLOYEE INSURANCE	\$1,644.98
600-640-5510 POSTAGE	\$10.77
600-640-6510 OFFICE SUPPLIES	\$65.78
600-640-6840 COMPUTER OPERATION COSTS	\$228.68
600-650-5150 UTILITY SYSTEM	\$505.00
600-680-5730 REFUSE COLLECTION	\$9,240.00
	<b>\$26,104.64</b>

Fund	Amount
001	\$14,409.43
600	\$11,695.21
	<b>\$26,104.64</b>

Vendor	Amount
410	\$498.32
027	\$65.68
571	\$276.38
183	\$289.00
485	\$3,289.99



Village of Hampton  
901 4th Street - PO Box 77 - Hampton, IL 61256  
AP Invoices - Invoice List V4 -

358	\$184.95
366	\$1,691.50
558	\$500.00
573	\$500.00
492	\$4,123.00
012	\$229.95
025	\$63.00
094	\$11.49
014	\$952.60
016	\$212.26
227	\$2,400.00
178	\$10.92
572	\$500.00
108	\$265.00
493	\$191.82
276	\$18.00
058	\$9,240.00
043	\$505.00
017	\$65.78
	<u>\$26,104.64</u>

To the Directors of the Village of Hampton, IL

My name is Kathy Hotchkiss, and I live in Moline. I've asked Julie to add me to the agenda for your March 23<sup>rd</sup> meeting to discuss an idea that came up in a recent meeting of the Hampton Historical Society, and she suggested that a little preliminary information about me and my reason for speaking with you might be helpful.

First, a bit of my background. I grew up on a farm near Hampton, Iowa, a north-central Iowa county seat town of about 4300 residents. I later lived in a couple of other Iowa towns, but eventually moved back to our family farm in 1989 with my first husband, and lived there until I married my husband Steve in 2006. He has lived in the Quad Cities for his whole life, while I lived at Hampton, I was a member of The Questers, an international organization whose purposes include historic preservation and the study of, and education about, antiques. It took me a little while, but after I moved here I eventually found the Le Vieux Grenier Questers chapter in the QC area. Hampton residents Beverly Coder and Suzanne Reamy were among the chapter members who I became friends with. Our chapter did several preservation and restoration projects, partially funded by Illinois State Questers grants, to benefit the Brettun and Black Museum. Later I served as the Illinois Questers State President, and for my \$1000 President's project I chose to help get the large outdoor sign on the front of the museum restored. The last project we did was to replace the signage outside the museum that sits along the bike path. It was during this time that Tom McKay asked me if I would be interested in serving as a director on the HHS board, which I am now doing.

At the last board meeting I asked whether the village had ever had a sister-city type of relationship with any other town or village. The board members were not aware of anything like that currently. I asked how they would feel about developing something along those lines with my hometown of Hampton, Iowa, and they were quite enthusiastic about the idea. With their endorsement, I recently spoke with the mayor of my hometown, Steve Birdsell. He said Hampton, Iowa doesn't participate in anything like that either, but thought it could be a fun way to learn more about each other's communities, encourage tourism, etc. The actual "Sister City" relationships are rather formal, but I think it would be possible to have something closer to a "friendship" relationship, if the village leadership is interested in this. Hampton, Iowa has a tourism board and an office called Center One. Their mayor suggested that they might be the best ones to work on this. I have since spoken to their director, and she thinks this idea also offers some fun possibilities.

With all of that said, I look forward to meeting with you and getting your thoughts.

Thank you, Kathy Hotchkiss

641-425-2118

[kjhotchkiss@hotmail.com](mailto:kjhotchkiss@hotmail.com)

## Silvis Little League-

Preface: In 2023 and 2024 the City of Silvis provided the league with up to \$2k for financial assistance for registration. Both of those years the league utilized approximately 25% of those funds. In 2025 this was lowered to \$1k, and in that year the league utilized 100% of those funds as well as approximately \$600 over.

On February 3rd Shianne Grimm (President of Silvis Little League) attended the Silvis City Council Meeting to establish a plan for this year's registration assistance grant provided by the city. Upon attending this meeting the council asked that Shianne initiate a conversation with the other municipalities that make up Silvis Little League boundaries. Below is a timeline of the meetings and decisions of the municipalities.

**02/11** Met with Mayor Reggie Freeman from East Moline.

They have agreed to provide \$1,500 toward the financial assistance program. SLL will be sending them a brief detail of what children are assisted with these funds. (ie; division & age)

**02/17** Attended the Village Meeting for Carbon Cliff.

They have elected to match the contribution set by Mayor Freeman and will also be sending a check for \$1,500. Again we will provide them with a brief detail of which children were assisted.

**03/03** Attended the Silvis City Council meeting.

At this time, the City of Silvis has voted to match both East Moline and Carbon Cliff in their financial contributions. SLL will provide them with the applications for the children within their boundary who utilize this program. It was stated that Shianne would be attending the upcoming 03/09 Hampton Village Meeting to speak on behalf of the league in regard to the Village of Hampton also taking part in this initiative.

SLL understands the need to involve all municipalities in our initiative. Systems like this work for the children in our community when we come together with the same goal. We hope this is the start of something that will continue year to year.

At this time we are asking the Village of Hampton if they would be willing to match the contributions of Silvis, East Moline and Carbon Cliff. This would join all municipalities together, in an effort to offer financial assistance to everyone within Silvis LL boundaries.

# Silvis Little League Registration Assistance PWYC

Silvis Little League wants every child to be included, and every family to have help. In partnership with the municipalities within our boundary we are excited to offer our youth of SLL the opportunity to play T-Ball, Baseball, or Softball regardless of their financial restrictions. The completion of this scholarship application will offer a "Pay What You Can" assistance opportunity for families.

\*Please understand that this scholarship program is first come first serve, and any abuse or negligence of this assistance program will disqualify any persons from future assistance applications.

Please fill in the following information. Note the above divisions and cost when filling out the information below.

Player (1) Name: \_\_\_\_\_

Birth Date: \_\_\_\_\_

Division: \_\_\_\_\_ Price; Circle one: T-Ball \$60 CP & Up \$105

Player (2) Name: \_\_\_\_\_

Birth Date: \_\_\_\_\_

Division: \_\_\_\_\_ Price; Circle one: T-Ball \$60 CP & Up \$105

Player (3) Name: \_\_\_\_\_

Birth Date: \_\_\_\_\_

Division: \_\_\_\_\_ Price; Circle one: T-Ball \$60 CP & Up \$105

**Full Total Due (calculate the amount of all registered players listed above)**

: \_\_\_\_\_

**Amount Payable (Minimum 25% of full total) :** \_\_\_\_\_

**ie; 3 CP & Up players= \$315. Minimum amount due: 25%= \$78.75**

**Parent/Guardian Information**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

PH: \_\_\_\_\_ Email: \_\_\_\_\_

**Additional assistance received, please circle**

SNAP/EBT    LIHEAP    MEDICAID    HOUSING PROGRAM    SSI/DISABILITY

Estimated Monthly Household Income: \_\_\_\_\_

Applicant Name (Print) \_\_\_\_\_

Signature \_\_\_\_\_ Date: \_\_\_\_\_

Please email this completed form to [silvislittleleague55@gmail.com](mailto:silvislittleleague55@gmail.com)

Once received you will get an email with a code to register your player at the amount in which you can pay. You will still need to register online by going to [tshq.bluesombero.com/silvisareayouth](http://tshq.bluesombero.com/silvisareayouth) at checkout you will enter the code provided.

If you have any questions please email us or call us at 309-207-9270

Thank You,

Silvis Little League

Plan Name	Current	5/1 Rate
Lifetime Max	BCBSIL	BCBSIL
Single Deductible	P5E1BCE	P5E1BCE
Family Deductible	Network / Non-Network	Network / Non-Network
Coinurance	Unlimited	Unlimited
Single Out of Pocket	\$600 / \$1200	\$600 / \$1200
Family Out of Pocket	\$1800 / \$3600	\$1800 / \$3600
Office Visit Copay	10% / 40%	10% / 40%
In Patient Hospital	\$1750 / Unlimited	\$1750 / Unlimited
Emergency	\$5250 / Unlimited	\$5250 / Unlimited
Prescription (Preferred)	\$25 / \$50 /	\$25 / \$50 /
Prescription (Non-Pref)	40% After Ded	40% After Ded
	\$200 Copay + 10% /	\$200 Copay + 10% /
	\$300 Copay + 40%	\$300 Copay + 40%
	\$400 Copay, then	\$400 Copay, then
	10% After Ded	10% After Ded
	\$5/\$15/\$80/\$110/\$250	\$5/\$15/\$60/\$110/\$250
	\$15/\$25/\$80/\$130/\$350	\$15/\$25/\$80/\$130/\$350
	Embedded	Embedded

Network	Blue Choice Preferred PPO	Blue Choice Preferred PPO
Bergeson, Michelle (54)	\$1,184.31	\$1,387.28
Cobertley, Julie (50)	\$946.34	\$1,160.51
Toalson, Eric (42/11)	\$1,159.34	\$1,358.04
Monthly Premium	\$3,289.99	\$3,905.83
Annual Premium	\$39,479.88	\$46,869.96
Change Over Current		18.72%

According to the Kaiser Foundation (2023):

Among covered workers with a general annual deductible, the average deductible amount for single coverage is \$1,735.00 versus \$1,763.00 last year (2022).

The average deductible for covered workers in large firms (\$2,434.00) versus large firms (\$1,478.00).

The average premium for family coverage is lower for covered workers in small firms of 3-199 workers (\$23,621.00) versus workers in large firms of 200 or more workers (\$24,104.00).

The average annual premium for employer-sponsored health insurance are \$8,435.00 per year for single coverage (\$702.91 per month) and \$23,968.00 per year for family coverage (\$1,997.33 per month).

The average single premium for employer-sponsored health insurance increased 4% and the average family premium increased 7%.

The average annual premiums for HMO plans are \$9,065.00 per year for single coverage (\$742.46 per month) and \$25,228.00 per year for family coverage (\$2,102.33 per month).

The average annual premiums for high-deductible health plans with a savings option (HDHP/HRA) are \$7,753.00 per year for single coverage (\$645.08 per month) and \$22,344.00 per year for family coverage (\$1,862.00 per month).

3/23/26

Hampton Fire Proposals for New 2961 Fire Engine

1. RACOM quote QUO1981 for permanent P25 Radio installed in 2961  
\$1,173.79 (+ \$300 annual fee to RI county for P25 radio)



RACOM CORPORATION  
4873 - 41st Street  
Moline IL 61265  
United States  
[www.racom.net](http://www.racom.net)

QUOTE

DATE:  
3/16/2026

#QUO1981

**BILL TO:**

Mark White  
Hampton Fire Dept  
601 3rd Ave  
Hampton IL 61256  
United States

**SHIP TO:**

Hampton Fire Dept  
601 3rd Ave  
Hampton IL 61256  
United States

SALES REP		EXPIRY DATE	TERMS	
Duane Vos		4/15/2026	Net 30	
Quantity	Item	Options	Rate	Amount
8	Labor-Vehicle C Installation of P25 radio into Fire Engine		\$130.00	\$1,040.00
1	BMATM/NC25 3/8" - 3/4" HOLE, THICK PLATE MOUNT, 25' RG58U		\$33.00	\$33.00
1	BMLPV700 ANTENNA 760-870 MHz, LOW PROFILE, BLACK		\$50.79	\$50.79
1	UPFIT MISC Misc parts - nuts, bolts, solder, wire, loom, etc.		\$50.00	\$50.00
			<b>Subtotal</b>	\$1,173.79
			<b>Tax (%)</b>	\$0.00
			<b>Total</b>	\$1,173.79

2. Kochek Jet Siphon for Drafting Operations, 2961 & 2963  
\$824.99 incl. shipping



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ITEMS



Kochek Jet Siphon (Thread) 114  
Select Options: 6' 10' Inline Jet Siphon

QTY	PRICE	TOTAL
2	\$403.17	\$806.34
		<b>Subtotal</b>
		\$806.34
		<b>TOTAL</b>
		\$806.34

3. Bluetti Power Supplies for both 2961 & 2998  
\$1,998.00 incl. shipping

options:

-  **2** **BLUETTI Pioneer 150 (AC240) Portable Power Station | 2,400W,1,536Wh AC240 | 2,400W,1,536Wh,Power Station** **\$1,998.00**  
Guarantee: 30 Days Price Match Guarantee
-  **2** **BLUETTI AC180P Portable Power Station | 1,800W 1,440Wh AC180P | 1800W,1440Wh,Power Station** **\$1,298.00**  
Guarantee: 30 Days Price Match Guarantee
-  **2** **BLUETTI Pioneer Na(Sodium) Portable Power Station | 1,500W 900Wh Pioneer Na** **\$1,598.00**

**Bluetti US Official Store**  
98.6% positive feedback



**(177 OTHER CARS)**  
**BLUETTI Pioneer 150 (AC240) 2400W 1536Wh Portable Power Station for Home Back-Up Used**  
**\$1,338.00**  
Free shipping  
Standard Shipping  
Free returns

- 2 +

[Save for later](#) [Remove](#)

Offer applied  
[Buy 1, get 1 at 8% off](#)

### Order summary

Items (2)	\$1,338.00
Shipping to 61256-9613	Free
Discounts	-\$53.52
<b>Subtotal</b>	<b>\$1,284.48</b>

[Go to checkout](#)

Purchase protected by eBay Money Back Guarantee



Hampton Fire  
Department QUOTE

4. New Handline Hoses & Nozzles for 2961 & 2963 \$12,833.26

Part#	Description	Price	Total
DP17-100SX50R-ARN	KEY HOSE COMBAT SNIPER ATTACK HOSE, 1.75" X 50', RED, ARN ALUMINUM HOSE STENCIL "HAMPTON FIRE"	8 \$ 288.53	\$ 2,308.24
DP17-100SX50Y-ARN	KEY HOSE COMBAT SNIPER ATTACK HOSE, 1.75" X 50', YELLOW, ARN ALUMINUM HOSE STENCIL "HAMPTON FIRE"	8 \$ 288.53	\$ 2,308.24
DP17-100SX50W-ARN	KEY HOSE COMBAT SNIPER ATTACK HOSE, 1.75" X 50', WHITE, ARN ALUMINUM HOSE STENCIL "HAMPTON FIRE"	4 \$ 288.53	\$ 1,154.12
RC40-500X50Y-4STORZ	KEY HOSE PROFLOW LDH, 4" X 50', YELLOW, 4" STORZ COUPLINGS	2 \$ 535.51	\$ 1,071.02
0033XD01	ELKHART XD SHUTOFF 1.5"NH WITH PISTOL GRIP, NO BUILT IN SMOOTH BORE NOZZLE	6 \$ 530.04	\$ 3,180.24
66755007	XD 7/8" TIP ELKHART 187-XD 1.5 FNH BASE, SMOOTH BORE, SHORT BARREL TIP 7/8"	2 \$ 172.74	\$ 345.48
04XD0171	Chief XD Tip 04XD0171 Waterway NOZZLE 1 3/8" Stem 160 GPM @ 50 PSI Inlet 1.5" FNH	4 \$ 616.48	\$ 2,465.92

\$12,833.26

Product	Total Quantity	Total
 Aluminum 1 1/2" Heavy-Duty 30 to 125 GPM Fire Nozzle (NH) Price: \$539.85 Availability: In Stock	\$539.85 - 1 + 	\$539.85
 Aluminum 1" x 3/8" Crifice Smooth Bore Nozzle (NH) Price: \$96.36 Availability: Limited Stock	\$96.36 - 1 + 	\$96.36
 Industrial Aluminum Heavy-Duty 1 1/2" NH Ball Shut-Off With Pistol Grip Price: \$291.51 Availability: Limited Stock	\$291.51 - 1 + 	\$291.51
 Yellow 4" x 50' Pro-Flow Rubber Hose (Storz Couplings) Price: \$639.96 Availability: Special Order	\$639.96 - 1 + 	\$639.96
 Red 2 1/2" x 50' Double Jacket Fire Hose (Alum NH Couplings) Price: \$320.68 Availability: In Stock	\$1,282.72 - 4 + 	\$1,282.72

## PROCLAMATION

**WHEREAS**, the Village of Hampton recognizes Junior Achievement of the Heartland's purpose to inspire and prepare young people to succeed in a global economy; and

**WHEREAS**, the Village of Hampton will observe JA Day on April 2, 2026, as an opportunity to recognize and celebrate Junior Achievement of the Heartland for empowering our young people to own their economic success; and

**WHEREAS**, Junior Achievement of the Heartland's educational contribution equips our young people to become the next generation of productive employees and self-sufficient citizens to ensure the economic prosperity of Hampton; and

**WHEREAS**, Junior Achievement of the Heartland includes opportunities for educators, parents and community volunteers to connect classroom learning to life after graduation; and

**WHEREAS**, it is fitting for Hampton to support the goals of Junior Achievement of the Heartland, and we encourage the continuing partnership of business, education, and community in achieving these said goals; and

**WHEREAS**, it is fitting for parents, educators, businesses and other members of the community to join the celebration in an effort to ensure the future success and economic health of our young people and the communities in which they live.

**NOW, THEREFORE**, I, Christopher Bornhoeft, President of the Village of Hampton, Illinois, do hereby proclaim April 2, 2026 as:

### Junior Achievement Day

in the Village of Hampton.

---

Christopher Bornhoeft, President  
Village of Hampton, Illinois

*Attest:*

---

Michelle J. Bergeson, Clerk  
Village of Hampton, Illinois

# *Proclamation*

*57th ANNUAL PROFESSIONAL MUNICIPAL CLERKS WEEK*

*May 3 - May 9, 2026*

**Whereas**, The Office of the Professional Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

**Whereas**, The Office of the Professional Municipal Clerk is the oldest among public servants, and

**Whereas**, The Office of the Professional Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

**Whereas**, Professional Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.

**Whereas**, The Professional Municipal Clerk serves as the information center on functions of local government and community.

**Whereas**, Professional Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Professional Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations.

**Whereas**, It is most appropriate that we recognize the accomplishments of the Office of the Professional Municipal Clerk.

**Now, Therefore, I**, Christopher Bornhoeft, President of the Village of Hampton, do recognize the week of May 3 through May 9, 2026, as Professional Municipal Clerks Week, and further extend appreciation to our Professional Municipal Clerk and to all Professional Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Dated this 13<sup>th</sup> day of April, 2026.

---

Christopher Bornhoeft, President

# **VILLAGE OF HAMPTON**

## **Trustee Committee Chair Handbook Standing Committees & Governance Responsibilities**

**Prepared for:**  
Village Board of Trustees  
Village of Hampton, Illinois

March 9, 2026  
DRAFT

## **Purpose and Legal Framework**

The committee chair positions described in this handbook are established to facilitate the efficient, transparent, and orderly conduct of Village business. These roles are advisory and administrative in nature and are intended to support the Village Board of Trustees in carrying out its duties in compliance with applicable Illinois law. All committee activities, deliberations, and recommendations are governed by, and subordinate to, the Illinois Municipal Code (65 ILCS 5/), the Illinois Open Meetings Act (5 ILCS 120/), the Illinois Freedom of Information Act (5 ILCS 140/), and all other applicable state statutes, local ordinances, and duly adopted Village policies. Nothing within these committee chair assignments or descriptions shall be interpreted as granting independent authority or as superseding, modifying, or conflicting with any requirement imposed by state law or Village ordinance.

## **Contents:**

- Ethical Conduct & Public Service Expectations
- Standing Committee Descriptions
  - Administration, Insurance, and Code Enforcement
  - Streets and Alleys
  - Public Safety
  - Finance
  - Public Works
  - Parks and Recreation
- Standing Committee Members

# **Ethical Conduct and Public Service Expectations**

## **Village of Hampton – Trustee & Committee Chair Standards**

The Village of Hampton expects all Trustees and Committee Chairs to uphold the highest standards of ethical conduct, transparency, and public service. These expectations apply uniformly across all standing committees and guide the behavior, decision-making, and leadership responsibilities of each elected official.

### **1. Integrity and Accountability**

- Conduct all village business with honesty, fairness, and impartiality.
- Avoid conflicts of interest and disclose any potential conflicts promptly.
- Ensure decisions are made in the best interest of the community, not personal or political gain.
- Accept responsibility for committee actions, recommendations, and public communications.

### **2. Transparency and Open Government**

- Support open meetings, clear documentation, and accessible public records.
- Communicate committee activities and recommendations accurately to the Village Board and residents.
- Encourage public participation and provide clear explanations of decisions and policies.

### **3. Respectful and Professional Conduct**

- Treat residents, staff, fellow Trustees, and contractors with courtesy and professionalism.
- Foster a collaborative environment that values diverse viewpoints and constructive dialogue.
- Maintain composure and fairness when addressing disagreements or sensitive issues.

### **4. Stewardship of Public Resources**

- Use village funds, equipment, and facilities responsibly and efficiently.
- Evaluate expenditures, contracts, and proposals with diligence and fiscal prudence.
- Support long-term planning that protects the village's financial and infrastructural stability.

### **5. Confidentiality and Legal Compliance**

- Protect confidential information related to personnel, legal matters, and sensitive administrative issues.
- Comply with all applicable state statutes, municipal ordinances, and ethical guidelines.
- Seek legal or administrative guidance when questions arise regarding compliance.

### **6. Commitment to Public Service**

- Serve as an accessible, responsive representative of the community.
- Promote trust in local government through consistent, ethical leadership.
- Demonstrate dedication to improving village operations, infrastructure, and quality of life.

## **1. Administration, Insurance, and Code Enforcement Committee**

### **Position Overview**

The Trustee serving as Chair of the Administration, Insurance, and Code Enforcement Committee provides leadership in administrative oversight, municipal risk management, and the development and enforcement of village codes. The Chair works closely with the Village President, Clerk, and enforcement personnel to ensure transparent, compliant, and efficient government operations.

### **Key Duties**

- Lead committee meetings, set agendas, and present recommendations to the Board.
  - Review administrative policies, staffing needs, and internal procedures.
  - Oversee the village's insurance portfolio and risk-management practices.
  - Coordinate with code enforcement officers and legal counsel on ordinance compliance.
  - Recommend updates to municipal codes and enforcement procedures.
  - Communicate with residents regarding administrative processes and code issues.
  - Uphold ethical standards and maintain confidentiality when required.
- 

## **2. Streets and Alleys Committee**

### **Position Overview**

The Chair of the Streets and Alleys Committee oversees the maintenance, improvement, and long-term planning of the village's roadway and alley infrastructure. This role ensures safe, accessible public ways through coordinated planning and collaboration with public works personnel.

### **Key Duties**

- Direct committee priorities and prepare reports for the Board.
  - Oversee maintenance schedules for streets, alleys, signage, and drainage.
  - Review bids and contracts for paving, resurfacing, and seasonal operations.
  - Monitor infrastructure conditions and identify areas needing repair or investment.
  - Coordinate with Public Works on equipment and material needs.
  - Communicate with residents regarding street conditions and project timelines.
  - Ensure compliance with state transportation and safety standards.
- 

## **3. Public Safety Committee**

### **Position Overview**

The Trustee chairing the Public Safety Committee provides oversight of policing, fire protection, and emergency preparedness. The Chair collaborates with public safety personnel to promote a secure and resilient community.

### **Key Duties**

- Lead committee discussions on policing, fire services, and emergency response.
- Review staffing, equipment needs, and public safety policies.
- Evaluate incident trends and community concerns.
- Coordinate with police and fire leadership on training and protocols.
- Support emergency preparedness planning and public education.
- Present safety-related recommendations and budget requests to the Board.
- Promote transparent communication between agencies and residents.

---

#### **4. Finance Committee**

##### **Position Overview**

The Chair of the Finance Committee provides fiscal oversight and strategic guidance for budgeting, revenue management, and long-term financial planning. This role ensures responsible stewardship of public funds.

##### **Key Duties**

- Lead the annual budget review and recommend appropriations.
- Monitor revenues, expenditures, and financial trends.
- Review audits, financial statements, and state reporting compliance.
- Evaluate funding needs for capital projects and long-term planning.
- Work with the Treasurer, Clerk, and department heads on recordkeeping.
- Recommend financial policies, fee structures, and cost-saving measures.
- Communicate financial information clearly to the Board and public.

---

#### **5. Public Works Committee**

##### **Position Overview**

The Trustee chairing the Public Works Committee oversees essential municipal services, including utilities, maintenance, and facility operations. The Chair ensures reliable, efficient service delivery and long-term infrastructure planning.

##### **Key Duties**

- Review water, sewer, waste management, and maintenance operations.
- Evaluate staffing, equipment, and resource needs.
- Oversee maintenance of municipal buildings and service facilities.
- Review operational reports and service disruptions.
- Coordinate with engineers, contractors, and regulatory agencies.
- Recommend improvements to service delivery and infrastructure planning.
- Provide updates to the Board on public works activities.

---

#### **6. Parks and Recreation Committee**

##### **Position Overview**

The Chair of the Parks and Recreation Committee guides the development, maintenance, and programming of parks, green spaces, and recreational amenities. This role supports community well-being and public engagement.

##### **Key Duties**

- Plan park improvements, recreational programming, and facility upkeep.
- Oversee maintenance of playgrounds, trails, landscaping, and amenities.
- Review proposals for events and partnerships with community organizations.
- Evaluate equipment needs, safety standards, and accessibility.
- Coordinate with Public Works and contractors on park projects.
- Engage residents to gather input on recreational needs.
- Present recommendations to the Board regarding budgets and programming.

## **Standing Committees:**

*Rev. Jan. 2026*

### **Administration, Insurance, and Code Enforcement**

Michael Klouser - Chairperson

Steffanie Adams

Marty Johnson

### **Public Safety**

Marty Johnson – Chairperson

Mark White

Ryan Gonzalez

### **Parks & Recreation**

Ryan Gonzalez – Chairperson

Luann Culver

Steffanie Adams

### **Streets, Alleys & Drainage**

Luann Culver - Chairperson

Ryan Gonzalez

Steffanie Adams

### **Finance**

Steffanie Adams – Chairperson

Marty Johnson

Michael Klouser

### **Public Works**

Mark White – Chairperson

Michael Klouser

Luann Culver

## **Village of Hampton – Public Works**

**STATUS: Hourly    DEPARTMENT: Administration**

### **Position Summary:**

The Public Works employee is responsible for maintaining and supporting vital infrastructure and community assets across multiple functional areas, including water systems, sewer services, streets, parks, and stormwater management. Duties blend technical operations with emergency preparedness, public service, and departmental coordination.

---

### **Key Responsibilities by Department**

- **General Duties**
    - Respond to flooding and protect village property
    - Maintain fleet vehicles and public works equipment
    - Support budgeting, training, interdepartmental coordination, and mosquito abatement
    - Handle yard waste collection and other tasks assigned by village leadership
  - **Water Department**
    - Operate and maintain water distribution, storage, and safety systems
    - Manage licensing, inspections, leak repair, meter readings, and EPA compliance
  - **Sanitary Sewer**
    - Maintain solid waste collection systems and lift stations
    - Monitor usage, handle complaints, and ensure EPA adherence
  - **Storm Sewer**
    - Ensure efficient stormwater drainage via maintenance of ditches, basins, and piping
  - **Streets & Alleys**
    - Preserve roads and walkways, perform snow removal, and maintain traffic signage
    - Track salt usage for seasonal planning and ensure drainage flow
  - **Parks**
    - Maintain recreational areas and equipment, manage landscaping and bike paths
    - Support shared roadway upkeep and outdoor safety standards
  - **Other Duties as Assigned**
- 

### **Essential Skills & Certifications**

- Familiarity with EPA regulations and state guidelines
- Use of JULIE system for underground utility locating
- Equipment operation and light maintenance
- Map reading, service logs, and customer communication
- Ability to collaborate, train, and respond to community needs

## **Village of Hampton – Village Clerk**

**STATUS: Hourly    DEPARTMENT: Administration**

### **Position Overview:**

The Village Clerk's Office serves as the administrative, financial, and regulatory backbone of Hampton's municipal operations. The Clerk and Deputy Clerk fulfill state-mandated functions and execute directives from the Board of Trustees with precision and confidentiality.

---

### **Core Functional Areas**

- **Records & Legal Compliance**
    - Maintains village records, safeguards the corporate seal, and ensures FOIA compliance.
    - Publishes ordinances and manages zoning files and public notices.
  - **Elections & Ordinances**
    - Acts as Local Election Official, overseeing voter registration, election packets, and ballot filings.
    - Enforces ordinance compliance (e.g., weed control) and maintains the municipal code.
  - **Finance & Revenue Management**
    - Collects village funds, issues reports, and makes bank deposits.
    - Manages utility billing and coordinates service adjustments with Public Works.
  - **Payroll & HR Support**
    - Processes payroll, submits tax filings, coordinates insurance and risk claims.
    - Oversees IMRF and health insurance eligibility, onboarding, and reporting.
  - **Development & Infrastructure**
    - Administers Tax Increment Financing (TIF) documentation and payments.
    - Handles JULIE dig requests and supports IDOT motor fuel tax reporting.
  - **Public Communication & Office Operations**
    - Manages the village website and zoning hearings.
    - Performs notary services, tracks pavilion reservations, handles audits, contracts, and ordinance enforcement.
  - **Other Duties as Assigned**
- 

### **Key Attributes**

- Detail-oriented with exceptional organizational skills
- Able to manage statutory responsibilities while maintaining operational flexibility
- Proficient in municipal finance, public communication, and regulatory procedures

## **Village of Hampton – Deputy Billing Clerk**

**STATUS:** Hourly    **DEPARTMENT:** Administration

### **Job Summary:**

The Deputy Billing Clerk is primarily responsible for managing and overseeing the billing processes within the organization. This role ensures accurate and timely billing, maintains financial records, and provides support to the billing department. Position may require assisting the Village Clerk with fulfilling state-mandated functions required by law.

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### **Key Responsibilities:**

- **Support the Village Clerk:**
    - Assist in the preparation and maintenance of official records, including meeting minutes, ordinances, and resolutions, ensuring accuracy and compliance with legal requirements.
  - **Management:**
    - Oversee the preparation and issuance of invoices, ensuring accuracy and compliance with company policies and regulations.
  - **Financial Record Maintenance:**
    - Maintain and update billing records, including customer accounts, payment histories, and outstanding balances.
  - **Customer Support:**
    - Address customer inquiries and resolve billing discrepancies in a professional and timely manner.
  - **Reporting:**
    - Generate and analyze billing reports to identify trends, discrepancies, and areas for improvement.
  - **Collaboration:**
    - Work closely with other departments, such as finance and customer service, to ensure seamless billing operations.
  - **Compliance:**
    - Ensure all billing activities comply with relevant laws, regulations, and company policies.
  - **Process Improvement:**
    - Identify and implement improvements to billing processes to enhance efficiency and accuracy.
  - **Other Duties as Assigned**
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### **Qualifications:**

- Proven experience in a billing or financial role.
- Strong attention to detail and organizational skills.
- Excellent communication and customer service abilities.
- Proficiency in billing software and Microsoft Office Suite.
- Ability to work independently and as part of a team.

## **Village of Hampton – Volunteer Fire Chief**

**STATUS: Exempt DEPARTMENT: Administration**

**Position Overview:** The Village Fire Chief serves a crucial role of ensuring the safety and well-being of our community through effective leadership, coordination, and management of the fire department's operations and personnel.

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### **Key Responsibilities:**

- **Leadership and Management:**
    - Provide strong leadership and direction to the volunteer fire department, ensuring efficient and effective operations.
  - **Emergency Response:**
    - Oversee and participate in emergency response activities, including fire suppression, rescue operations, and medical emergencies.
  - **Training and Development:**
    - Organize and conduct training programs for volunteer firefighters to maintain high standards of performance and safety.
  - **Community Engagement:**
    - Foster positive relationships with the community, local government, and other emergency services organizations.
  - **Administrative Duties:**
    - Manage administrative tasks such as budgeting, record-keeping, and reporting to ensure compliance with local, state, and federal regulations.
  - **Equipment and Maintenance:**
    - Ensure that all firefighting equipment and apparatus are adequately maintained and ready for use.
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### **Qualifications:**

- **Experience:** Minimum of 5 years of firefighting experience, with at least 2 years in a leadership role.
- **Education:** High school diploma or equivalent; additional training or certifications in fire science, emergency management, or related fields is preferred.
- **Skills:** Strong leadership, communication, and organizational skills; ability to work effectively under pressure.
- **Certifications:** Valid Illinois driver's license; certification as a Firefighter II or higher; EMT certification is a plus.