



VILLAGE OF WINNEBAGO

REGULAR BOARD MEETING AGENDA

Monday, January 08, 2024 at 6:00 PM

108 West Main Street and Virtually

To access meeting from any device: <https://global.gotomeeting.com/join/671034949>

Or by (Toll Free): 1 866 899 4679 | Access Code: 671-034-949

1. RECORDING OF THE MEETING

2. CALL TO ORDER

3. PLEDGE OF ALLEGIANCE

4. ROLL CALL

5. MEETING GUIDELINES

Discussion and Vote to Allow an Absent Trustee to Vote By Phone or Other Allowable Means. The Executive Order issued by Governor Pritzker included changes to the Open Meetings Act that allowed public bodies to conduct remote meetings under certain conditions when a disaster declaration has been issued. The remote meeting requirements are: During the meeting, participating members of the public body must be verified and must be able to hear one another, and to hear all discussion and votes of the members. At least one member of the public body, chief counsel or chief administrative officer must be physically present at the location. All votes will be by roll call. A verbatim audio or video recording of all meetings held under these provisions must be made available to the public. Each member of the public body participating by audio or video is considered present for the meeting under these provisions.

6. ESTABLISHMENT OF A QUORUM

7. DISCLOSURE OF ANY CONFLICT OF INTEREST

8. CHANGES TO AGENDA

9. APPROVAL OF CHANGES TO AGENDA

10. CONSENT AGENDA

All items on the Consent Agenda are considered to be routine in nature and will be enacted in one motion. There will be no separate discussion of these items unless a Board member

so requests, in which event, the item will be removed from the Consent Agenda and placed on the active agenda to be discussed and approved separately.

- a. Approval of Board Trustees Meeting Minutes from December 11, 2023
- b. Approval of Minutes Special Board Meeting December 18, 2023
- c. Approval of Minutes Special Board Meeting December 19, 2023
- d. Approval of Minutes Special Board Meeting December 23, 2023
- e. Approval of Minutes Special Board Meeting January 4, 2024
- f. Approval of Line Items Transfers
- g. Approval of Bills
 - i. \$5,000 and over - \$ 292,256.91
 - ii. Under \$5,000 - \$ 44,531.40
 - iii. Credit Card Reconciliation – Nov
 - iv. Bank Reconciliation – Sep/Oct
 - v. Treasurer’s Report placed on file for audit
- h. Administrative Reports
 - i. President’s Monthly Report
 - ii. Chief of Police Monthly Statistics Report
 - iii. Fehr-Graham – Engineering Report
 - iv. Code Enforcement & Building Officer Monthly Report
 - v. Public Works Monthly Water Usage and Production Reports - Nov/Dec
 - vi. Deputy Clerk Monthly Report - not provided
 - vii. Treasurer's Monthly Report

11. DRAFT OF RECENT COMMITTEE MEETING MINUTES AND REPORTS

- a. Community Development Committee Draft Minutes December 28, 2023
- b. Finance Committee Draft Minutes December 12, 2023
- c. Police Committee Draft Minutes January 3, 2024
- d. Public Works Committee Draft Minutes January 4, 2024

12. PUBLIC COMMENT

A written request to address the Village Board by non-members must be submitted via mail, hand delivery, or telefax such that the request arrives at the Village of Winnebago Office located at 108 West Main Street, Winnebago, Illinois, 61088, by 12:00 Noon the last business day before the day of the meeting scheduled by the Village authorities in which

you would like to participate. Max of 3 min per speaker and 18 minutes total, except for Public Hearing where 30 minutes is allowed.

13. COMMITTEE/REPORTS/REQUESTS

a. Public Works Committee

- i. Recommendation from Committee to authorize the purchase of Water Main Supplies not to exceed \$20,000 from 51-44-542.
- ii. Recommendation from Committee to accept the bid of \$16,501.01 submitted by Gary Olson for the Sale of Surplus Property (2011 Ford F350 Dump Truck and 9ft snowplow).
- iii. Proposal from Fehr Graham for Phase 1 Additional Services Archaeological Survey concerning the Village of Winnebago Water Main Replacement and Well No. 5 projects not to exceed \$7,500.00.
- iv. Cash Farm Lease with Steven Mitchell

b. Community Development Committee/Planning and Zoning Board/4th of July/Events

c. Police Committee

- i. UTV Update

d. Finance Committee

- i. Budget 2024
- ii. Village Treasurer
- iii. Signing Approval in Treasurer's absence
- iv. Void Ordinance #2023-02 Tax Levy - see Ordinance #2023-14 Ordinance Levying Taxes for all Corporate Purposes for the Fiscal Year January 1, 2023- December 31, 2023.

e. Administration Team/Clerk

- i. Contract Negotiations for Village Administrator
- ii. Step Pay Status

f. Liquor Commission

14. PRESIDENT

- a. 2024 Meeting Dates

15. EXECUTIVE SESSION (CLOSED SESSION) Pursuant to 5ILCS 120/2(c)

16. NEW BUSINESS

- a. Discussion of Electrical Inspector position as contractor and not employee
- b. Withdrawal of Request for Public Assistance (RPA)

17. TABLED/DEFERRED ITEMS

- a. Finance Committee
 - i. O & M Capital Plan

18. ADJOURNMENT

Posted: **Revised** January 6, 2024, at 8:30 a.m. at 108 W. Main Street, Winnebago, IL
and online at www.villageofwinnebago.com Tel 815.335.2020 | Fax 815.415-8491

/s/ Kellie Symonds, Deputy Clerk