



# VILLAGE OF WINNEBAGO

## REGULAR BOARD MEETING AGENDA

Monday, September 11, 2023 at 6:00 PM

108 West Main Street and Virtually

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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 August 14, 2023
- b. Approve Public Hearing minutes of August 14, 2023
- c. Approval of Line Items Transfers
- d. Approval of Bills
  - i. \$5,000 and over \$ 35,949.72
  - ii. Under \$5,000 \$ 33,526.85
  - iii. Credit Card Reconciliation – JULY
  - iv. Bank Reconciliation – JULY
  - v. Treasurer’s Report placed on file for audit
- e. Administrative Reports
  - i. President’s Monthly Report
  - ii. Chief of Police Monthly Statistics Report
  - iii. Code Enforcement and Building Official Report
  - iv. Fehr-Graham – Engineering Report
  - v. Treasurer's Report

**11. DRAFT OF RECENT COMMITTEE MEETING MINUTES AND REPORTS**

- a. Finance Committee Meeting Minutes - August, 23, 2023
- b. Police Committee Meeting Minutes of August 30, 2023
- c. Public Works Committee Meeting Minutes of August 16, 2023

**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. Verizon Tower Lease
  - ii. Approval of invoice to Pitney Construction in the amount of \$ 6,230.00 from line item 01-42-515 Sidewalk repairs for 601 -603 David Drive.

- iii. Clayton Court Water Main
- b. Community Development Committee/Planning and Zoning Board/4th of July/Events
- c. Police Committee
- d. Finance Committee
- e. Administration Team/Clerk
  - i. Paid Time Off Policy Update (November) to be effective January 1, 2024
- f. Liquor Commission

#### **14. PRESIDENT**

- a. Approval of Hiring for position of Village Administrator with expected starting time of January 1, 2024 and discussion of any related ordinance
- b. Unified Development Ordinance - whether to schedule a Committee of the Whole meeting to address concerns
- c. Having Supervisors/Department Heads be a part of the Village Board meeting
- d. Safe Routes to School Grant - Resolution for Support and Commitment of Funds from the Village of Winnebago

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

#### **16. NEW BUSINESS**

- a. Appointment of Riley Pitney as Village Trustee
- b. September/October Meeting Dates

#### **17. TABLED/DEFERRED ITEMS**

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

#### **18. ADJOURNMENT**

**Posted: Friday, September 08, 2023 at 10:15 a.m. at 108 W. Main Street, Winnebago, IL and online at [www.villageofwinnebago.com](http://www.villageofwinnebago.com) Tel 815.335.2020 | Fax 815.415-8491 (krs)**