



VILLAGE OF WINNEBAGO

REGULAR BOARD MEETING AGENDA

Monday, October 09, 2023 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 September 11, 2023
- b.** Approval of Line Items Transfers
- c.** Approval of Bills
 - i. \$5,000 and over \$65,646.97
 - ii. Under \$5,000 \$28,044.83
 - iii. Credit Card Reconciliation – August
 - iv. Bank Reconciliation – August
 - v. Treasurer’s Report placed on file for audit
- d.** 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
 - vi. Deputy Clerk Monthly Report
 - vii. Treasurer's Financial Reports

11. DRAFT OF RECENT COMMITTEE MEETING MINUTES AND REPORTS

- a.** Finance Committee Meeting Minutes - September 25, 2023
- b.** Public Works Committee Meeting Minutes - September 26, 2023
- c.** Police Committee Meeting Minutes - September 27, 2023
- d.** Community Development Committee Meeting Minutes - September 28, 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. Clayton Court Water Main Looping Task Order
 - ii. Approval of invoice for Pitney Construction
- b. Community Development Committee/Planning and Zoning Board/4th of July/Events**
 - i. Memorial Park Proposal: Resolution to authorize the expenditure up to \$165,000 to Burke - Play Illinois, Inc. to replace Memorial Park equipment and for the installation.
 - ii. Planning & Zoning: Recommendation from Planning and Zoning to the Village Board to grant the zoning change from County IG-General Industrial to Village District No. 4 - General Industrial for the property located at 1515 S Meridian Road for the Commercial Business of Lawn Care by Walter, Inc. -- Rezoning Ordinance -- Pre-Annexation Ordinance.
 - iii. Planning & Zoning: Recommendation from Planning and Zoning to the Village Board to affirm zoning of 209 W Main Street (located at the Northwest corner of Main and Benton Streets) as District 3 - General Business after holding a Public Hearing to ensure any desired public comment.
 - iii. Discussion of Trick or Treat - October 31, 2023, 5:00 p.m. - 7:00 p.m.
- c. Police Committee**
 - i. Approval of the UTV Ordinance
 - ii. Resolution Approving UTV Permit Application and Waiver Form
- d. Finance Committee**
 - i. Discussion of an ordinance for the Customer to pay credit card fees and paper billing processing fee of \$1.25 to be effective January 1, 2024.
- e. Administration Team/Clerk**
 - i. Resolution Creating Village Administrator Position and Job Description
- f. Liquor Commission**

14. PRESIDENT

- a. Meeting Dates October - November 2023**
- b. Releasing the Hotel Feasibility Study to interested parties.**
- c. Discuss Village Logo**

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

16. NEW BUSINESS

- a. Nicor Gas Franchise Agreement Renewal - Discussion only.

17. TABLED/DEFERRED ITEMS

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

18. ADJOURNMENT

**Posted: Thursday, October 5, 2023 at 1:15 p.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**