

The Board of Trustees of the Village of Winnebago met in person January 8, 2024, at 6:00 P.M. with President Franklin J. Eubank, Jr. presiding. The link for the employees and the public to attend remotely was made available through GoToMeeting.

ROLL CALL

ACKERMAN - GRAHAM – MCKINNON – O’ROURKE – PITNEY - present
LEFEVRE – attended remotely as he was at work

Guests in person: Attorney Mary Gaziano, Chief Jeff White, Treasurer Sally Bennett, Public Works Director Chad Insko, Joey Dienberg, Paul Happach. Guests attending remotely: Sergeant Nick Haff

A quorum was established.

DISCUSSION TO ALLOW REMOTE ATTENDANCE. A motion was made by MR. GRAHAM, seconded by MR. MCKINNON to allow MR. LEFEVRE to participate and vote remotely as he is away on business. Motion carried on a unanimous roll call vote.

CONFLICT OF INTEREST: No one stated a conflict.

On the posting of the agenda on January 6, 2024, there was a typo: it said 8:30 p.m. it was actually 8:30 a.m.

CONSENT AGENDA

A motion was made by MR. GRAHAM, seconded by MRS. O’ROURKE to approve the consent agenda as presented.

- 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

The motion carried on a unanimous roll call vote.

PUBLIC COMMENT

No one requested the opportunity to address the Board.

COMMUNITY DEPARTMENT REPORT/REQUESTS

a. PUBLIC WORKS COMMITTEE

- i. Based on Committee recommendation a motion was made by MR. GRAHAM to authorize the purchase of Water Main Supplies from Core & Main at a price not to exceed \$20,000 from 51-44-542 plus stone and trucking. Motion carried on a unanimous roll call vote. This cost is budgeted in 2024.
- ii. Based on Committee recommendation a motion was made by MR. GRAHAM to adopt Resolution 2024-01R RESOLUTION AUTHORIZING SALE OF PUBLIC WORKS DEPARTMENT 2011 FORD F-350 DUMP TRUCK WITH SNOW PLOW TO GARY OLSON AS HIGHEST BIDDER. Motion carried on a unanimous roll call vote.

The link to GoToMeeting went down at 6:09 p.m. and came back at 6:11 p.m.

- iii. A motion was made by MR. GRAHAM, seconded by MR. MCKINNON to accept the Fehr Graham proposal for Phase 1 Archaeological Survey Additional Services for the IEPA Project Plan for Water Main Replacement and Well No.#5 at a cost not to exceed \$7,500. Motion carried on a unanimous roll call vote.
- iv. The renewal of the Cash Farm Lease with Steven Mitchell was discussed. The resolution will be drafted with the same terms as 2023 to be finalized at the February meeting.

b. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE/PLANNING & ZONING/4TH OF JULY

c. POLICE COMMITTEE

- i. The county's approval needed for UTV's on Cunningham was received. There will need to be a study of the speed on McNair Road, the need to reduce the speed from 45-35. It may be possible to use the radar signs to complete this study. With walking and biking in this area the speed reduction is needed.

The link to GoToMeeting went down from 6:22 p.m. to 6:32 p.m. and no Board action was transacted.

Police and Public Works will work together to form a report.

d. FINANCE COMMITTEE

- i. The Budget for 2024 was discussed with some small corrections. A motion was made by MRS. O'ROURKE, seconded by MR. GRAHAM to approve the 2024 Budget with edits. Motion carried on a unanimous roll call vote. The edits included the water project funding of \$400,000 plus Clayton Looping project and \$300,000 from IEPA loan funds. A new account, Strategic Reserves, has been created (from the hail damage fund and ARPA funds), and will be invested in Illinois Funds to earn better interest.

NEW BUSINESS

- a. The Electrical Inspector position compensation was discussed. The Community Development Committee will review and make recommendations on this.

FINANCE COMMITTEE

- ii. Village Treasurer Sally Bennett is leaving her position after this week. MR. GRAHAM thanked her for all she does and has done. President Eubank extended her thanks for all she has done especially when she stepped up and covered the Deputy Clerk position when that person was removed. The President noted the Village is losing a valued employee.

MR. GRAHAM noted that Mark Olson, who presently reviews many facets of the Treasurer, could continue with this work. Mrs. Symonds and Mrs. Windgassen will absorb some of the day-to-day work.

A motion was made by MR. MCKINNON, seconded by MR. ACKERMAN to offer Mr. Mark Olson the interim Treasurer position for a minimum of ninety days contingent on the compensation arrangement. The Finance Committee will review and recommend the compensation agreement. Motion carried on a unanimous roll call vote.

- iii. A motion was made by MR. MCKINNON, seconded by MR. ACKERMAN to authorize the Finance Committee Chair to be a signor of disbursements in the absence of the Treasurer. In addition, authorized signers are Village President, Village Clerk and Deputy Clerk. Motion carried on a unanimous roll call vote.
- iv. A motion was made by MR. GRAHAM, seconded by MR. PITNEY to adopt Ordinance 2024-01 AN ORDINANCE VOIDING USE OF 2023-02 AS ORDINANCE NUMBER ORIGINALLY ASSIGNED IN ADVANCE FOR 2023 LEVY ORDINANCE SINCE ASSIGNED ORDINANCE NO. 2023-14 AT TIME OF PASSAGE. Motion carried on a unanimous roll call vote.
- e. ADMINISTRATION TEAM/CLERK
 - i. Contract negotiations for the Village Administrator will be discussed in the Executive (Closed) Session.
 - ii. A motion was made by MR. GRAHAM, seconded by MRS. O'ROURKE to continue compensation increases per the ordinance in 2022 for 2024 and change to possible step pay in 2025 for future changes. This will require dedicated discussion by the Board and Village Administrator.

A motion was made by MR. GRAHAM, seconded by MR. ACKERMAN to withdraw the preceding motion. Motion carried on a unanimous roll call vote.

MR. LEFEVRE noted the present compensation increase structure is unsustainable.

It was suggested there should be a Special Board Meeting with the Village Administrator to discuss compensation and benefits.

It was noted the 2023 CPI was three percent making that portion of the raise for 2024 2.5 percent. The dates when increases take place will be reviewed.

- f. LIQUOR COMMISSION

PRESIDENT

- a. Meeting dates were provided.

NEW BUSINESS

- b. President Eubank and Mrs. Symonds will look into the Withdrawal of Request for Public Assistance (RPA)

President Eubank provided a portion of a speech by President Theodore Roosevelt. He explained we should look at what we are doing; don't let outsiders get you down. There is value to what you do.

President Eubank noted that the Compensation of elected officials (President, Trustees, Clerk, Chair people) needs to be reviewed. Any changes made would need to be approved at least 180 days before the next election.

The President reminded everyone to complete their Sexual Harassment Prevention training.

It was noted that with the impending bad weather it is important to publicize closures on the website, news etc.

MR. ACKERMAN discussed the need for a demolition permit; the matter will be discussed in Community Development. For now, for his building, he will use the building permit forms.

A motion was made by MR. GRAHAM, seconded by MR. MCKINNON to go into Executive (Closed) Session at 7:54 p.m. with all Trustees, the Village Clerk, Village Attorney present to discuss the Village Administrator per 5ILCS 120/2 (c)(1). Motion carried on a unanimous roll call vote.

They returned to Regular Session at 8:20 p.m. with Trustees ACKERMAN, GRAHAM, MCKINNON, PITNEY present, and Trustee LEFEVRE present remotely. Guest: Attorney Gaziano.

A motion was made by MR. MCKINNON, seconded by MRS. O'ROURKE to adjourn at 8:31 p.m. Motion carried on a voice vote.

APPROVED: FEBRUARY 12, 2024

Sally Jo Huggins, Village Clerk