

The Board of Trustees of the Village of Winnebago November 13, 2023, met in person 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 – LEFEVRE – O’ROURKE – present  
PITNEY -absent  
MCKINNON – attended remotely

Guests in person: Attorney Mary Gaziano, Chief Jeff White, Treasurer Sally Bennett, Sergeant Nick Haff, Public Works Director Chad Insko, Hal Sprague, Jerry Langley, Joey Dienberg

A quorum was established.

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

**CONFLICT OF INTEREST:** None noted.

**CONSENT AGENDA**

A motion was made by MR. GRAHAM, seconded by MRS. O’ROURKE to approve the consent agenda with the removal of the October 9, 2023 meeting minutes.

- a. Approval of Board Trustees Meeting Minutes from October 09, 2023
- b. Approval of Line Items Transfers
- c. Approval of Bills
  - i. \$5,000 and over \$ 154,518.03
  - ii. Under \$5,000 \$ 36,091.54
  - iii. Credit Card Reconciliation – September
  - iv. Bank Reconciliation – September Not Available
  - v. Treasurer’s Report placed on file for audit

The motion carried on a unanimous roll call vote of those present.

MRS. O’ROURKE questioned whether the \$48,500 for the Clayton Court Water Main Looping approved at the last meeting if the money was actually available. She was assured it was available even though no grant was received. MRS. O’ROURKE also questioned the vote on the sidewalk project completed by Pitney Construction.

A motion was made by MR. GRAHAM, seconded by MR. ACKERMAN to approve the minutes of the October 9, 2023, meeting as presented. Motion carried on a unanimous roll call vote of those present.

**PUBLIC COMMENT**

Mr. Langley submitted a request for Public Comment regarding the car wash at 111 S Benton Street, however, Mr. Langley was told the car wash would be discussed under New Business.

**COMMUNITY DEPARTMENT REPORT/REQUESTS**

## a. PUBLIC WORKS COMMITTEE

- i. Based on committee recommendation a motion was made by MR. LEFEVRE, to release payment of the retainage in the amount of \$10,339.43 to Rock Road Companies, Inc. Motion carried on the unanimous roll call vote of those present.
- ii. Based on committee recommendation a motion was made by MR. LEFEVRE to have the Village Attorney draft a letter to Verizon to let them know the Village will not renegotiate the contract presently in force. Motion carried on a unanimous roll call vote of those present.
- iii. Based on committee recommendation a motion was made by MR. LEFEVRE to replace a tractor at the cost not to exceed \$53,000 from 51-44-951. Motion carried on a unanimous roll call vote of those present.
- iv. Fire Hydrants were purchased at a cost of \$6,748 from 51-44-542.
- v. A motion was made by MR. LEFEVRE, seconded by MR. GRAHAM to sell a generator as excess equipment, to Four Rivers Sanitary Authority for \$12,500 subject to the Village Attorney drafting an ordinance to sell the equipment. Motion carried on a unanimous roll call vote of those present.
- vi. A motion was made by MR. ACKERMAN, seconded by MR. LEFEVRE to make a bulk purchase of 240 water meter endpoints from 51-44-541 at the cost of \$50,400. Motion carried on a unanimous roll call vote of those present. It was noted that this is about half of what will be needed to complete the project.

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

## c. POLICE COMMITTEE

- i. The Village did not get the camera grant from ILETSB this year, but are applying for this again in the next grant cycle.

## d. FINANCE COMMITTEE

## d. ADMINISTRATION TEAM/CLERK

- i. A motion was made by MR. GRAHAM, seconded by MRS. O'ROURKE to offer the same four health insurance plans for the 2024 calendar year as available in 2023. Motion carried on a unanimous roll call vote of those present. It was noted that the cost of the insurance is going to be reduced from the cost of 2023.  
A motion was made by MR. GRAHAM, seconded by MR. LEFEVRE to continue the Village contribution of 90 percent of the cost of the health insurance premium again this year. Motion carried on the following roll vote: ACKERMAN – GRAHAM – LEFEVRE- yes; MCKINNON – O'ROURKE – no. It was requested the Admin. Team look into the amount of the Village contribution after the first of the year for 2025.
- ii. A motion was made by MR. GRAHAM, seconded by MR. ACKERMAN to approve the 2024 Board of Trustees Meeting Dates as presented (see attached). Motion carried on a unanimous roll call vote of those present.
- iii. A motion was made by MR. GRAHAM, seconded by MR. ACKERMAN to hire Stephanie King as a part-time Utility Billing Clerk upon the completion of the 500 hours through the temporary agency, to be paid \$16.50 per hour with credit given for the time worked through

the temporary agency toward the completion of her six-month probationary period. Motion carried on a unanimous roll call vote of those present.

- iv. The possibility of paying a stipend to Ms. King for the position of Village Social Media moderator/monitor was discussed. The matter will be reviewed by the Admin. Team.
- v. Step pay for all departments will be discussed at the December meeting.
- vi. A motion was made by MR. GRAHAM, seconded by MR. LEFEVRE to adopt Ordinance 2023-11 AN ORDINANCE REGARDING THE ILLINOIS PAID LEAVE FOR ALL WORKERS ACT FOR THE VILLAGE OF WINNEBAGO. Motion carried on a unanimous roll call vote of those present.

f. LIQUOR COMMISSION

**PRESIDENT**

- a. The Board chose not to vote for the IMRF 2023 Executives as they do not know them.
- b. The annual agreement for the Snowmobile Trail which goes through Village property will continue.
- c. There is a need for additional space and/or repair of Village facilities. The matter was referred to Finance for their recommendation of where to start and how to fund this.

**NEW BUSINESS**

The Clerk noted that Mrs. Symonds completed her course work to become a Certified Municipal Clerk.

The Village received a thank you for the donation of \$1400 for the medicine collection.

A thank you was received from Representative Tony McCombie for the use of the office for her to meet constitutes.

There will be a Special Meeting November 20, 2023, at 6:00 p.m. to review the recommendations made by the department heads/staff and anyone else they want to interview. Board Members are asked to review the applications prior to that time. There will be a Special Board Meeting December 5, 2023, tentatively scheduled to start at 5:00 p.m. to complete the interviews. The staff who completed the first round of interviews are requested to attend the November 20, 2023, meeting if possible.

The car wash owned by Jerry Langley is for sale. The Board told him to move forward if he has another buyer as the Village is not ready to make a decision.

Community Development will look the matter at their next meeting November 30, 2023, at 5:30 p.m. if President Eubank gets back from his vacation in time, he will try to attend the meeting.

A motion was made by MR. LEFEVRE seconded by MRS. O'ROURKE to adjourn at 7:49 p.m. Motion carried on a roll call vote of those present.

APPROVED: DECEMBER 11, 2023

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Sally Jo Huggins, Village Clerk