

The Board of Trustees of the Village of Winnebago met in person December 11, 2023, 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 – PITNEY - present  
MCKINNON – attended remotely as he was away on business

Guests in person: Chief Jeff White, Treasurer Sally Bennett, Sergeant Nick Haff, Public Works Director Chad Insko, Seth Gronewold, Luke Ziegler, Deputy Clerk Kellie Symonds, Attorney Gaziano arrived remotely at 7:30 p.m.

A quorum was established.

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

**CONFLICT OF INTEREST:** MRS. O’ROURKE disclosed that President Eubank has been handling legal work for her in-laws and he is an applicant for the Village Administrator position.

#### **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 November 13, 2023
- b. Approval of Minutes - Special Board Meeting November 20, 2023
- c. Approval of Minutes - Special Board Meeting December 5, 2023
- d. Approval of Line Items Transfers
- e. Approval of Bills
  - i. \$5,000 and over \$ 125,347.11
  - ii. Under \$5,000 \$ 27,280.61
  - iii. Credit Card Reconciliation – October
  - iv. Bank Reconciliation – N/A
  - v. Treasurer’s Report placed on file for audit

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 approve the maintenance engineering for the 2024 \$550,000 MFT Winnebago Street Project. Motion carried on a unanimous roll call vote.  
A motion was made by MR. GRAHAM, seconded by MR. ACKERMAN to adopt Resolution 2023-23R RESOLUTION FOR MAINTENANCE UNDER THE ILLINOIS HIGHWAY CODE for the \$550,000 MFT project for Winnebago Street. Motion carried on a unanimous roll call vote.

- ii. A motion was made by MR. GRAHAM based on committee recommendation to adopt Resolution 2023-24R A RESOLUTION TO APPROVE THE STATE OF ILLINOIS, CENTRAL MANAGEMENT SERVICE CONTRACT FOR JPMC ROCK SALT BULK, FY24, CONTRACT NO. 23-416-BOSS4-P-56959. Motion carried on a unanimous roll vote.
- iii. A motion was made by MR. GRAHAM, seconded by MR. PITNEY to adopt Ordinance 2023-12 ORDINANCE AUTHORIZING SALE OF SURPLUS PERSONAL PROPERTY (PUBLIC WORKS DEPARTMENT DUMP TRUCK WITH SNOW PLOW). Motion carried on a unanimous roll call vote.
- iv. A motion was made by MR. GRAHAM, seconded by MR. ACKERMAN to adopt Ordinance # 2023-13 ORDINANCE AUTHORIZING SALE OF SALE SURPLUS PERSONAL PROPERTY (PUBLIC WORKS DEPARTMENT GENERATOR). Motion carried on a unanimous roll call vote.
- b. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE/PLANNING & ZONING/4<sup>TH</sup> OF JULY
  - i. A motion was made by MR. ACKERMAN, seconded by MR. LEFEVRE to authorize the Village President to sign the contract with Pyrotecnico for the 2024 Fireworks Display after thorough contract review by the Village Attorney and Village President. Motion carried on a unanimous roll call vote.
  - ii. A motion was made by MR. ACKERMAN, seconded by MR. MCKINNON to pay one-half of the cost of the Fireworks Display to Pyrotecnico, \$9,000 upon acceptance of the contract from line 90-48-916. Motion carried on a unanimous roll call vote.
  - iii. There was a discussion of allowing a Cannabis Dispensary in the Village of Winnebago. It would provide economic revenue which would be a benefit. Some people will not approve. There would need to be zoning created before one could come to the Village. An ordinance could be created and then the Board could turn down anyone applying to come to the Village. It was questioned whether having a Dispensary really fits the image of the Village. There was no action taken on the matter.
- c. POLICE COMMITTEE
- d. FINANCE COMMITTEE
  - i. A motion was made by MR. GRAHAM, seconded by MR. LEFEVRE to adopt Ordinance 2023-14 AN ORDINANCE LEVYING TAXES FOR ALL CORPORATE PURPOSES FOR THE VILLAGE OF WINNEBAGO, ILLINOIS, FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2023, AND ENDING DECEMBER 31, 2023. Motion carried on a unanimous roll call vote.
- d. ADMINISTRATION TEAM/CLERK
  - i. There was a discussion of Step Pay for all hourly employees. They talked about capping the CPI both the maximum and minimum. There will be an ordinance drafted for the January 2024 meeting laying out the step pay for 2024 and 2025. The raises for salaried employees were discussed.

Attorney Gaziano arrived remotely.

- f. LIQUOR COMMISSION

**PRESIDENT**

- a. The Fehr Graham agreement for the 2024 General Services was discussed. The cost would be for services as needed. A motion was made by MR. LEFEVRE, seconded by MR. GRAHAM to authorize

the Village President to sign the 2024 Fehr Graham General Services Agreement for about \$20,000. Motion carried on a unanimous roll call vote.

**NEW BUSINESS**

It was noted that the Sullivan's tax rebate will be completed in 2024.

MR. LEFEVRE suggested money left at the end of 2023 be set aside for building upgrade, a capital fund.

Chief White explained that a resident came to him to see if there is something that can be done about the congestion around the schools in the morning and the end of the school day. It was suggested the Village and School District could meet to work toward a resolution.

President Eubank left at 7:49 p.m. and will not return as the only matter left on the agenda is the discussion on the Village Administrator.

A motion was made by MRS. O'ROURKE, seconded by MR. LEFEVRE to appoint Trustee Graham as the Temporary Chair in the absence of President Eubank. Motion carried on a unanimous roll call vote.

A motion was made by MR. LEFEVRE, seconded by MRS. O'ROURKE to go into Executive (Closed) Session at 7:53 p.m. with all Trustees, the Village Clerk, Village Attorney present to discuss the Village Administrator per 5ILCS 120/2 (c)(1). Sergeant Haff, Chad Insko, Sally Bennett, and Kellie Symonds were asked to stay for a part of the meeting. Motion carried on a unanimous roll call vote.

They returned to Regular Session at 8:58 p.m. with Trustees ACKERMAN, GRAHAM, LEFEVRE, O'ROURKE, PITNEY present, and Trustee MCKINNON and Attorney Gaziano present remotely.

A motion was made by MRS. O'ROURKE, seconded by MR. ACKERMAN to hold a Special Board meeting December 18, 2023, at 5:00 p.m. to conduct second interviews of Mr. Eubank at 5:15 p.m. and Mr. Vanags at 6:30 p.m. and discuss the hiring of a Village Administrator. Mr. Dienberg will be thanked for his interest and wished good luck as the Trustees have decided to move forward with other candidates. Motion carried on a unanimous roll call vote.

A motion was made by MR. LEFEVRE seconded by MRS. O'ROURKE to adjourn at 9:00 p.m. Motion carried on a voice vote.

APPROVED: JANUARY 08, 2024

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Sally Jo Huggins, Village Clerk