

The Board of Trustees of the Village of Winnebago 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 via GoToMeeting.

ROLL CALL

GRAHAM - LEFEVRE- MCKINNON – O’ROURKE –present

ACKERMAN-absent

Guests in person: Attorney Mary Gaziano, Chief Jeff White, Sergeant Nick Haff, Bill Speilman, Public Works Director Chad Insko, Treasurer Sally Bennett, Jenny Blocker, Village Engineer Seth Gronewold attended remotely.

A quorum was established.

No one stated a conflict of interest.

CONSENT AGENDA

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

- a. Approval of Public Hearing Minutes - July 10, 2023
- b. Approval of Board Trustees Meeting Minutes from July 10, 2023
- c. Approval of Minutes of Rescheduled Board Meeting of July 19, 2023
- d. Approval of Line Items Transfers
- e. Approval of Bills
  - i. \$5,000 and over \$ 58,713.33
  - ii. Under \$5,000 \$31,459.90
  - iii. Credit Card Reconciliation – June
  - iv. Bank Reconciliation – June
  - v. Treasurer’s Report placed on file for audit.
- f. 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 - not included.
  - vii. Treasurer's Report

Motion carried on a unanimous roll call vote of those present.

PUBLIC COMMENT. No one requested the opportunity to address the Board.

COMMITTEE DEPARTMENT REPORTS/REQUEST.

d. FINANCE

- iii. Jenny Blocker, a partner with the Benning Group, talked about the 2022 Audit report. She explained that overall things are better with the village. The cash position has improved.

- a. PUBLIC WORKS
  - i. The Verizon Tower lease was discussed. The present lease was signed September 30, 2016, for five years. We are currently in the middle of the second five-year lease. The Attorney will review the agreement and the new one that Verizon forwarded for review. The Public Works Committee will also review the matter.
- b. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE/PLANNING & ZONING/4<sup>TH</sup> OF JULY
- c. POLICE COMMITTEE
  - i. Security cameras have been installed in the office and more will be installed outside the office.
- d. FINANCE COMMITTEE
  - i. Based on committee recommendation a motion was made by MR. GRAHAM to adopt Resolution 2023-18R RESOLUTION TO AFFIRM USING CREDIT CARD REWARD POINTS FOR OFFICE SUPPLIES. Motion carried by unanimous roll call vote of those present.
  - ii. A motion was made by MR. GRAHAM and seconded by MRS. O'ROURKE to change the purchasing policy spending limit for the department heads to be \$5,000. Motion carried on a unanimous roll call vote of those present.
- e. ADMINISTRATION TEAM/CLERK
- f. LIQUOR COMMISSION

#### PRESIDENT

- a. Riley Pitney has been a member of the Zoning Board for almost a year and is doing a good job. The Attorney explained that he comes to the meetings prepared having read the materials provided. The President appointed Mr. Pitney to the Village Board effective September 11, 2023. He will be sworn in prior to New Business at the September 11, 2023, meeting. MR. MCKINNON agreed to stay until another new member can be appointed to complete the Board before the end of the year.
- b. There was no public comment at the Public Hearing prior to this meeting regarding the Zoning Ordinance text amendment. A motion was made by MR. LEFEVRE, seconded by MR. GRAHAM to adopt Ordinance 2023-07 AN ORDINANCE AMENDING THE ZONING AND BUILDING CODE OF THE VILLAGE OF WINNEBAGO, ILLINOIS (TO DECREASE NUMBER OF ZONING BOARD OF APPEALS MEMBERS). Motion carried on a unanimous roll call vote of those present. This will change the number of members from seven to five and they will serve five-year terms. The members must be Village residents or live within one- and one-half miles of the village.

#### NEW BUSINESS

- a. In 2013 the Village applied for a Safe Routes to School Grant but was unsuccessful. This grant is again available. It was decided to apply for this new grant and have Fehr Graham complete the application at a cost of approximately \$6,000, as there is a very short timeline. Mrs. Bennett suggested the cost could be taken from Community Development.
- b. President Eubank will be attending part of the IML Annual Conference, coming back on Friday. If any Board members are planning to attend, they need to let Mrs. Bennett know as soon as possible.

MR. LEFEVRE noted that a timeline is needed for the Village Administrator if the person is to start in January 2024. The suggested job description will be ready for Board review at the September meeting. Then, advertising for the position could be in September and October. MRS. O'ROURKE requested to be included on the interview team for the position.

Aggregation of the electric rates for the well houses was discussed. It was decided that the Dynegy rates for the next four years should be accepted. The President will sign the bid and this will be ratified at the September meeting.

The Winnebago County IGA for the 9-1-1 system will expire September 30, 2023. It will go up six percent beginning October 1, 2023.

The hotel feasibility study from Greg Hanis was sent to all Board members today for review.

A motion was made by MR. LEFEVRE, seconded by MRS. O'ROURKE to adjourn at 7:13 P.m. Motion carried on a voice vote.

**APPROVED: SEPTEMBER 11, 2023**

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Sally Jo Huggins, Village Clerk