

The Board of Trustees of the Village of Winnebago held a Special Board Meeting at 4:00 PM with President Frank Eubank, Jr. presiding.

ROLL CALL

Trustees: ELSEN – KIMES - MCKINNON – O’ROURKE – present  
MALIGRANDA - present by phone  
MORGAN – arrived at 4:28 PM

Guests: Chad Insko, Sally Bennett, Nick Haff, Carrie Parent, Chief Todd Stockburger, Attorney Mary Gaziano

There was no disclosure of any conflict of interest.

No one requested the opportunity to address the Board.

Mr. Maligranda is out of town partially for business to provide a bid to the condo association where he owns a condo. A motion was made by MRS. O’ROURKE, seconded by MR. ELSEN, to allow Trustee Maligranda to participate and vote while out of town for one purpose of his absence to be business.

Motion carried on a voice vote.

Chief Stockburger reported that he contacted representatives from the City of Rockford to see if Winnebago could get a better purchase price on a squad if the Village were to purchase a vehicle as part of a fleet with the City. While representatives from the City were willing to work with the Village on the purchase of the squad, the Chief was advised that the City pays the state bid price with no additional discount – even when ordering multiple vehicles at one time. He was also informed they are able to purchase vehicles from Bryden Motors in Durand at just under the state bid price, plus they have no need to pay the delivery cost of \$225. In checking with Bryden Motors, he found out a squad could be purchased for \$35,999 which is less than the state bid price of about \$36,087.

Based on committee recommendation, a motion was made by MRS. O’ROURKE to order a 2020 Ford Explorer from Bryden at a cost not to exceed \$36,000. The cost will be covered by the sinking fund. The vehicle will be billed after January 1, 2020. The vehicle will not be outfitted.

Motion carried on a unanimous roll call vote of the five present Trustees.

Ms. Morgan arrived at 4:28 PM.

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The group again discussed the hiring of the Deputy Clerk. The offer was made to Kellie Symonds for a salary of \$45,000 with one week vacation after the October 16, 2019 meeting. Mrs. Symonds came back with a counter of \$45,000 with four weeks of vacation or \$46,500 with three weeks of vacation.

The group discussed all of the benefits to her including health insurance, disability and life insurance, IMRF (in which she would be a tier one member), sick days, which will be twelve with the new personnel manual. She would be eligible for a merit increase with the start of 2021. She would get the following increases upon completion of the certification process: Phase 1 \$500, Phase 2 an additional \$1000, Phase 3 an additional \$1,500. There will be a six month probationary period but no pay increase at the successful completion. A written offer will be drafted and provided to Mrs. Symonds in a meeting with the President and the Clerk. This offer will be subject to an acceptable background check.

A motion was made by MR. KIMES, seconded by MR. ELSEEN, to offer the position to Kellie Symonds at a starting salary of \$45,000 to include two weeks of vacation, with her prior Village service considered. If the two weeks are not acceptable, she will be offered three weeks of vacation with no prior service considered.

Motion carried on a unanimous roll call vote of all six trustees.

If Mrs. Symonds declines the position, it was noted that Integrated Public Resources LLC in Machesney Park have retired Clerks, Deputy Clerks, etc. available to hire on a temporary basis. A motion was made by MR. ELSEEN, seconded by MR. KIMES, to authorize the Village President to contact Integrated Public Resources LLC to gather information and if Mrs. Symonds declines the position contract, a temporary person to fill the position until a full time person can be hired. Possibly a past Board Member can be hired at the appropriate wage as a temporary employee in the interim.

Motion carried on a unanimous roll call vote of all six trustees.

A motion was made by MR. ELSEEN, seconded by MS. MORGAN, to adjourn at 6:05 PM. Motion carried on a voice vote.

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Sally Jo Huggins, Village Clerk

Approved November 11, 2019