

The Board of Trustees of the Village of Winnebago held an Emergency Board Meeting at 4:34 PM with President Frank Eubank, Jr. presiding.

#### ROLL CALL

KIMES - MALIGRANDA - MCKINNON - MORGAN – O’ROURKE – present.  
ELSEN – absent

Guests: Attorney Mary Gaziano, Interim Jeff White, Sally Bennett, Kellie Symonds, Chad Insko, Officer Nick Haff, Carrie Parent

Because of the Coronavirus those in attendance by phone were: Attorney Gaziano, Mrs. Bennett, Mrs. Symonds, Mr. Insko, Trustees: KIMES, MALIGRANDA, MCKINNON, MORGAN, O’ROURKE, VILLAGE CLERK MRS. HUGGINS, in the Village Office by phone were Ms. Parent, Interim Chief of Police White, Officer Haff and President Eubank.

II. A quorum was established.

The agenda was posted on website and on Facebook.

III. PUBLIC COMMENT:

No one was in attendance to offer public comment. However, Spencer Fry responded on Facebook that he felt item V was unconstitutional because no one could come or vote on it.

Attorney Gaziano suggested the meeting should be recorded and a voice recorder was set up at 4:39 PM.

Attorney Gaziano noted the Governor declared a disaster allowing a special Emergency Meeting of the Corporate Authorities of the Village of Winnebago via teleconference pursuant to 5 ILCS 120/2.02c

IV. Discussion of Policies and Procedures in the Village

A. Liquor Establishments

- a. The Board discussed allowing restaurants selling food for carry-out or delivery to also sell packaged liquor with food as long as the liquor is sealed and in a bag. This would be allowed only during these trying times and the ordinance will detail the temporary nature of this.

A motion was made by MRS. O’ROURKE, seconded by MR. MARLIGRANDA that during the State of Emergency of the COVID-19

Pandemic food establishments will be allowed to sell package liquor, unopened and in a bag with food being sold by carry-out.

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

- b. A motion was made by MR. KIMES, seconded by MR. MALIGRANDA to extend the application and payment of liquor licenses from April 30, 2020 to July 1, 2020 with other dates of the process being extended accordingly. A temporary license will be issued to cover the time period of April 30<sup>th</sup> through July 1<sup>st</sup>. This motion applies to the restaurants and bars closed to patrons. They will be required to have a certificate of insurance valid during this time. Motion carried on a unanimous roll call of those present.

#### B. Village Office

- a. A motion was made by MRS. O'ROURKE seconded by MR. MCKINNON to allow ten extra sick days for COVID19 per the Family First Act. That will equate to 80 hours for full-time employees, 84 hours for full-time police employees, and the average hours for the part-time employees up to 29 hours per week. Employees are requested to travel within the CDC guidelines. Motion carried on a unanimous roll call vote of those present.
- b. A motion was made by MR. MCKINNON seconded by MR. MALIGRANDA to allow telecommuting by employees to avoid the continued spread of COVID19. Motion carried on a unanimous roll call vote of those present.

c,d,e & h. To be covered in section V.

- f. A motion was made by MRS. O'ROURKE, seconded by MR. MCKINNON to suspend late fees for water payments due March 15<sup>th</sup>, April 15<sup>th</sup> and May 15<sup>th</sup>, 2020. Motion carried on a unanimous roll call vote of those present.
- g. A motion was made by MR. MALIGRANDA, seconded by MR. KIMES to suspend water shut-offs and turn back on those previously shut-off for thirty days or until appealed. Motion carried on a unanimous roll call vote of those present.
- i. The Village is a member of the statewide Illinois Rural Water Association which requires our offering assistance if a licensed water operator is unable to carry out their duties. If Mr. Insko is unable to work his brother Dean is a licensed operator in Stillman

Valley and is his backup, followed by Dan Barber and then an operator from Rockford.

A motion was made by MR. MCKINNON, seconded by MRS. O'ROURKE to waive overweight fees for hauling emergency coronavirus supplies through the Village. Motion carried on a unanimous roll call vote of those present.

- V. President Eubank signed the Declaration of Emergency effective today, March 19, 2020 and the document was notarized by Ms. Parent.

A motion was made by MR. KIMES, seconded by MR. MALIGRANDA to adopt Ordinance 2020-06, as modified by the above changes.

AN ORDINANCE GRANTING SPECIAL TEMPORARY POWERS AND AUTHORITY TO THE PRESIDENT OF THE VILLAGE OF WINNEBAGO, ILLINOIS IN RESPONSE TO A DECLARATION OF EMERGENCY.

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

President Eubank explained that procedures are in place to operate the office. Mrs. Bennett and Mrs. Symonds are working from home, Ms. Parent is working in the office. If Ms. Parent is unable to work Mrs. Bennett will come into the office to work. It is important the continuity of communication not stop. It is important to keep reading the IML messages to stay current with what is going on.

It is important to track all expenses related to COVID-19 for a report due on April 2, 2020.

It is requested that only needed purchases are made. President Eubank stated the street project should proceed.

The interviewing of candidates for Police Chief should be delayed and continue with Interim Chief White during this time frame. Applicants should be notified of the delay.

MR. MALIGRANDA noted the importance of getting everyone current with their NIMS training. Mrs. Symonds will review who needs training and let them know.

A motion was made by MR. MALIGRANDA, seconded by MR MCKINNON to adjourn at 6:17 PM. Motion carried on a voice vote.

**UNAPPROVED**

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Sally Jo Huggins, Village Clerk