

The Board of Trustees of the Village of Winnebago met telephonically at 7:00 P.M. with President Franklin J. Eubank, Jr. presiding. The President was in the Village office for the meeting.

Because of the continued disaster declaration and the Village Office being too small to accommodate guests the public, trustees, and employees were invited to join via computer or telephone.

As MS. MORGAN has moved out of the Village, she is no longer a Trustee, but has joined us as a guest.

#### ROLL CALL

GRAHAM – KIMES - MALIGRANDA – MCKINNON – O’ROURKE - present

Guests: Attorney Gaziano, Sally Bennett, Chad Insko, Officer Nick Haff, Seth Gronewold, Chief Jeff White, Kellie Symonds, Stephanie King, Drew Pearson, Dick Medearis, Randy Cook, Lori Morgan

A quorum was established.

No one stated a conflict of interest.

A motion was made by MR. GRAHAM, seconded by MRS. O’ROURKE to accept the agenda as presented. Motion carried on a unanimous roll call vote.

A motion was made by MR. KIMES, seconded by MR. GRAHAM to approve the consent agenda as presented. Motion carried on a unanimous roll call vote.

#### PUBLIC COMMENT

No one requested the opportunity to address the Board.

#### COMMITTEE DEPARTMENT REPORTS/REQUEST:

##### A. PUBLIC WORKS

1. The committee minutes of April 28, 2021 were included in the packet.
2. A motion was made by MR. MCKINNON, seconded by MR. GRAHAM to purchase a  $\frac{3}{4}$  ton truck at a cost of \$45,000 plus equipment costing \$12,000 making the total cost about \$57,000 less trade-in, and to purchase a  $\frac{1}{2}$  ton truck at a cost of \$42,400 plus equipment costing \$5,500 make the total cost about \$47,900 less trade-in.

The cost of both trucks will be taken from line 51-44-951. Motion carried on a unanimous roll call vote. In the future leasing will be considered for purchases of vehicles.

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3. Based on Committee recommendation a motion was made by MR. MCKINNON to purchase a line tracer/locator from J&R Supply Inc at a cost not to exceed \$8,706 from line 51-44-951. Motion carried on a unanimous roll call vote.
4. Based on Committee recommendation a motion was made by MR. MCKINNON to contract with Fehr Graham to update the Water Rate Study at a cost not to exceed \$ 18,700 from line 51-44-542. Motion carried on a unanimous roll call vote.
5. A motion was made by MR. MCKINNON, seconded by MR. GRAHAM to reinstate water service shut-off for non-payment to be like it was before COVID. The motion was amended and seconded by the same trustees to rescind the portion of Ordinance 2020-06 which temporarily suspended water disconnections. Motion carried on a unanimous roll call vote.

B. VILLAGE ENGINEER

1. Mr. Gronewold's monthly report was provided in the Board Packet. The Elida Street project started today.

C. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE/4<sup>TH</sup> OF JULY TEAM/WIPC

1. The Code Enforcement Officer's (Mr. Manheim) report was in the packet. Most issues have been corrected.

MR. GRAHAM left the meeting.

2. Grant money may be available with the Trail Head to upgrade the Memorial Park Equipment.
3. The Committee will get information on the cost and volunteers to install a gate at the garden.
4. The President will talk to the owner of the property to be used as a possible Trail Head.
5. A motion was made by MR. KIMES, seconded by MR. MCKINNON to authorize the President to talk to the owner of the property at 105 South Elida Street just south of the Police Garage. Motion carried on a unanimous roll call vote of those present.
6. President Eubank reported that Dr. Martell feels we will be in Phase 5 about June 11, which would mean no restrictions.

D. VILLAGE ATTORNEY

E. FINANCE COMMITTEE

1. Based on Committee recommendations a motion was made by MRS. O'ROURKE to adopt the Purchase Order Policy presented. MRS. O'ROURKE withdrew the motion to have the Policy adopted as a resolution and to review the spending authority of the President.

F. POLICE COMMITTEE

1. After discussion, the committee will erect a barricade on the east side of Benton Street at Soper Street to try to stop vehicles going north at that intersection where it is one-way south. It is hoped this will alleviate the problem.
2. Matthew Lane was sworn-in as the new full-time police officer on April 29<sup>th</sup> and worked this past weekend with Officer Haff.
3. Based on committee recommendation a motion was made by MR. MALIGRANDA to increase Chief White's annual salary to \$83,230 as he has successfully completed his probation. Motion carried on a unanimous roll call vote of those present.

G. ADMINISTRATION TEAM/CLERK

1. A motion was made by MR. MCKINNON, seconded by MRS. O'ROURKE to offer Karen (Sue) Emmert the part-time position of Administrative Assistant to be paid \$15.50 per hour until she completes her six-month probation period which began January 4<sup>th</sup>, 2021. After successful completion of her probation, she will be paid \$16.00 per hour. She will receive benefits entitled to part-time employees. Motion carried on a unanimous roll call vote of those present.

Attorney Gaziano stated that with the additional office coverage she is getting information she has been requesting for years.

2. A motion was made by MRS. O'ROURKE, seconded by MR. MCKINNON to increase Christine Gibler's hourly rate by fifty cents effective May 16, 2021 as she has successfully completed her probation. Motion carried on a unanimous roll call vote of those present.

H. LIQUOR COMMISSION

I. PRESIDENT

1. The President's report was provided in the Board packet.
2. Attorney Gaziano has had discussions with Katelyn Hotel of Mediacom and is requesting all Village complaints be forwarded to her and the Attorney's office will forward the packet to Katelyn for resolution.

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3. Comcast remains open until resolution of the Mediacom issue.
4. A motion was made by MR. MCKINNON, seconded by MRS. O'ROURKE to affirm the expenditure of about \$3,400 for the appraisal of the newly acquired property from Mantle Development. Motion carried on a unanimous roll call vote of those present.

As a New Business Item 1. Installation of the bike path from Kasch Road to Sullivan's was discussed. It is estimated this would cost \$40 - \$50,000 with ADA requirements. This matter will be discussed in the future by the group of Mr. Insko, Mr. Gronewold, MR. MCKINNON, President Eubank and Attorney Gaziano.

5. A motion was made by MR. MCKINNON, seconded by MRS. O'ROURKE to authorize Fehr Graham to be the Village liaison with the potential purchasers/developers for the property acquired from Mantle Development. Seth Gronewold will be the point of contact. Motion carried on a unanimous roll call of those present.
6. Attorney Gaziano swore me in as the newly elected Village Clerk. I then swore in President Eubank and Trustee MCKINNON who were recently elected.

President Eubank thanked Lori Morgan for her two years of dedicated service and presented her with a plaque. Ms. Morgan provided an official resignation and stated it had been an honor to serve.

President Eubank again noted that MR. MALIGRANDA is temporarily displaced from the Village. If he is able to move back within 60 days, the President will appoint him to the position. President Eubank thanked him for his service.

The President asked Attorney Gaziano to draft a resolution authorizing the attorney to swear officials in.

7. The President presented Drew Pearson and asked the Board for their acceptance of him being appointed to the open position of Trustee until the next election. The Board agreed with the appointment. I then swore in MR. PEARSON as a Village Trustee.

MR. PEARSON will serve on the Finance and Community Development Committees. All other Trustees will continue the same committees they are presently serving on.

MR. GRAHAM returned at 8:35 p.m. and was sworn in as Village Trustee as he was also recently elected.

MRS. O'ROURKE will serve as Chair of the Police Committee until MR. MALIGRANDA returns.

8. UPCOMING MEETING DATES

COMMITTEE	DATE	TIME
Public Works Committee	June 7, 2021	4:00 p.m.
Police Committee	TBD	
Finance Committee	TBD	5:30 p.m.
Community Development	TBD	
4 <sup>th</sup> of July -Family Fest Team	TBD	
Liquor Commission	TBD	
Errant Water	June 14, 2021	6:45 p.m.
Admin. Team	May 11, 2021	4:00 p.m.
WIPC	TBD	5:30 p.m.
Pecatonica Prairie Path	TPD	9:30 a.m. Virtual
Win-Bur-Sew NIMS Training	TBD	
Committee of the Whole	TBD	

NEW BUSINESS

After discussion, a motion was made by MR. KIMES, seconded by MR. GRAHAM to hold the parade on July 4<sup>th</sup> if phase 5 is met. A motion was made by MR. KIMES, seconded by MR. GRAHAM to lay the motion over to the June meeting.

As this is new business neither motion can be voted on.

The Fourth of July Team will start the process of looking for volunteers to assist with the parade. President Eubank and his wife, MR. MALIGRANDA and his wife will volunteer.

All trustees agreed a parade should be held if Phase 5 is met and volunteers are found.

President Eubank noted MR. MEDEARIS is retiring as building official – he plans to stop writing permits May 30, 2021.

The Trustees accepted the President's appointment of Casper Manheim as Building Official as of May 31, 2021 with the same terms as Mr. Medearis and paid as a contractor.

The President, Mrs. Symonds, Mr. Medearis and Mr. Manheim will meet to discuss compensation etc.

President Eubank thanked Mr. Medearis for his 35 years of dedicated service.

The Trustees agreed the first half of the 2020 taxes (\$1,900.62) be paid by the due date of June 3, 2021 for the property acquired from Mantle Development. Mrs. Bennett and Mrs. Symonds will apply for the exemption going forward.

President Eubank noted, according to IML, the Village will have about \$369,000 available from the American Rescue Plan.

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President Eubank noted that soon the office will need to be reopened and Trustees will need to be at the table for meetings rather than virtual.

Mrs. Symonds will get updated cost information for Trustee laptops to be voted on at the June meeting.

President Eubank will contact Michelle Princer, owner of Toni's of Winnebago to discuss her issue with a building permit.

A motion was made by MR. MCKINNON, seconded by MR. GRAHAM to adjourn at 9:32 p.m. Motion carried on a unanimous roll call vote.

**APPROVED 06-14-2021**

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Sally Jo Huggins, Village Clerk