

Village of Winthrop Harbor  
President and Board of Trustees Meeting  
**June 4, 2019**  
Village Hall Council Chambers

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## **MINUTES**

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The meeting was called to order by Mayor Bruno at 7:00 PM.

The following Elected Officials were present:

Mayor: Dr. Michael Bruno

Trustees: Buddy Hargett, John Levin, Robert Marabella, Dana McCarthy, Hartmutt "Fritz" Weiss, Alanna Whitmore

Also present:

Robert Long, Attorney  
Greg Jackson, Village Administrator  
Julie Rittenhouse, Village Clerk

The Invocation was led by Pastor Tim Bycroft from North Point Church, followed by the Pledge of Allegiance.

### **APPROVAL OF MINUTES**

**1** - A motion was made by Trustee Weiss and seconded by Trustee McCarthy to approve the **May 7, 2019 Committee of the Whole Budget Meeting Minutes** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

**Ayes: (6) Hargett, Levin, Marabella, McCarthy, Weiss, Whitmore**  
**Nays: (0)**  
**Absent: (0)**  
**Passed: (0)**

**2** - A motion was made by Trustee McCarthy and seconded by Trustee Levin to approve the **May 7, 2019 Regular Board Meeting Minutes** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

**Ayes: (6) Hargett, Levin, Marabella, McCarthy, Weiss, Whitmore**  
**Nays: (0)**  
**Absent: (0)**  
**Passed: (0)**

### **OLD BUSINESS**

None Reported

**VILLAGE ADMINISTRATOR'S REPORT**

Greg Jackson gave the Board a report on what he has done in his first month since he was brought on as Village Administrator. Greg told the Board that he had met with several residents regarding some issues they had. Greg then followed up with the correct Department Head to correct the situations. Greg has met face to face with several business owners and is going to meet with all of them within 90 days. Greg talked about Parks and Recreation Open Space Master Plan, GSI Initiatives, Evaluation of Insurance Policies/Coverage, Intergovernmental Relations, Assessment of Facilities Maintenance/Management, Finance and Human Resources, SWALCO and the Zion Landfill as well as Public Works Building Rebuild.

Trustee Marabella said we have already had issues that need to be addressed and now we have someone to take care of them. We've never had that and now things are being done.

Trustee Hargett said we've also had a spot light on the community that we have never had before. CBS channel 2 was at our Memorial Day parade and we've also been in the Chicago Tribune a couple of times.

**MAYOR'S REPORT**

**ORDINANCE 2019-O- An Ordinance Amending Chapter 31 of the Municipal Code of Winthrop Harbor Creating the Position of Village Administrator**

**3** - A motion was made by Trustee Marabella and Seconded by Trustee Weiss to Set Aside the Rules of the President and Board of Trustees and Waive the First and Second Reading of **ORDINANCE 2019-O-** and approve as submitted. Mayor Bruno declared the motion carried on the following roll call vote.

**Ayes: (6) Hargett, Levin, Marabella, McCarthy, Weiss, Whitmore**  
**Nays: (0)**  
**Absent: (0)**  
**Passed: (0)**

**CLERK'S CORRESPONDENCE**

None Reported

**NEW BUSINESS**

**Accounts Payable Warrant**

**4** - A motion was made by Trustee Weiss and seconded by Trustee Marabella to approve **Accounts Payable Warrant W2019-2** in the amount of **\$205,348.51**. Mayor Bruno declared the motion carried on the following roll call vote.

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**Ayes: (6) Hargett, Levin, Marabella, McCarthy, Weiss, Whitmore**  
**Nays: (0)**  
**Absent: (0)**  
**Passed: (0)**

**2019-20 Budget**

5 - A motion was made by Trustee Weiss and seconded by Trustee Marabella to approve the **2019-20 Budget** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

**Ayes: (6) Hargett, Levin, Marabella, McCarthy, Weiss, Whitmore**  
**Nays: (0)**  
**Absent: (0)**  
**Passed: (0)**

**ORDINANCE 2019-O- 2019-20 Annual Wage Policy Ordinance**

6 - A motion was made by Trustee Weiss and Seconded by Trustee Levin to Set Aside the Rules of the President and Board of Trustees and Waive the First and Second Reading of **ORDINANCE 2019-O-** and approve as submitted. Mayor Bruno declared the motion carried on the following roll call vote.

**Ayes: (6) Hargett, Levin, Marabella, McCarthy, Weiss, Whitmore**  
**Nays: (0)**  
**Absent: (0)**  
**Passed: (0)**

**Lake County Lake Shore Chamber of Commerce Request to Use the Community Center Parking Lot to Host a Summer Music Series – Thursday Evenings from 6:30-8:30pm, July 11, 18, 25 and August 1, 2019.**

7 - A motion was made by Trustee Hargett and seconded by Trustee Marabella to approve **Lake County Lake Shore Chamber of Commerce Request to Use the Community Center Parking Lot to Host a Summer Music Series – Thursday Evenings form 6:30-8:30pm, July 11, 18, 25 and August 1, 2019** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

**Ayes: (6) Hargett, Levin, Marabella, McCarthy, Weiss, Whitmore**  
**Nays: (0)**  
**Absent: (0)**  
**Passed: (0)**

**Request for Approval to pay Stenstrom for CIP Approved Fuel Tank Replacement and Crash Bollards for a Total Cost of \$39,485.00**

8 - A motion was made by Trustee Marabella and seconded by Trustee Levin to approve **Request for Approval to pay Stenstrom for CIP Approved Fuel Tank Replacement and Crash Bollards for a Total Cost of \$39,485.00** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

**Ayes: (6) Hargett, Levin, Marabella, McCarthy, Weiss, Whitmore**  
**Nays: (0)**  
**Absent: (0)**  
**Passed: (0)**

**Request Approval to Waive the Bidding Process for the Mortom Arboretum Grant**

9 - A motion was made by Trustee Marabella and seconded by Trustee Weiss to approve **Request Approval to Waive the Bidding Process for the Mortom Arboretum Grant** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

**Ayes: (6) Hargett, Levin, Marabella, McCarthy, Weiss, Whitmore**  
**Nays: (0)**  
**Absent: (0)**  
**Passed: (0)**

**Approval of the Lowest, Responsible Bidder for the 2019 Street Rehabilitation Project**

10 - A motion was made by Trustee Marabella and seconded by Trustee Levin to approve **Approval of the Lowest, Responsible Bidder for the 2019 Street Rehabilitation Project** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

**Ayes: (6) Hargett, Levin, Marabella, McCarthy, Weiss, Whitmore**  
**Nays: (0)**  
**Absent: (0)**  
**Passed: (0)**

**PUBLIC HEARINGS**

Scott Zupec – 229 Potomac – wants to know if there is anything in the works to repair his road? Trustee Marabella said that a Road Study was done and the worst roads would be done first due to budget constraints. The Road Study is on-line. Unfortunately, his road won't be done anytime soon. Tim Nearing told Mr. Zupec that we have a new Village Administrator and along with Greg and the Board we are trying get State funding and work towards getting funding to repair more roads. Mr. Zupec asked if there was any way we could ask the State for Grants. Greg Jackson told him that the Mayor went before the Senate Sub-Committee on Capital along with 4 other Mayors and presented the entire street study. Greg told him that we got a call from the State Representative and the State Senator for shovel ready Capital Improvements projects, and again we supplied them with the Road Study. We are hoping for an additional 1 million dollars to repair the roads. Mr. Zupec said that he understood. Mr. Zupec had one more question, who handles dead trees on the parkways? Tim said the Village is. Tim will send someone out to look at it and his team would take care of it.

**UNFINISHED BUSINESS**

Trustee Marabella – Public Works Department

- I attended the Summer Fair on Friday night. There was a big mud issue so I called Tim. Tim responded quickly. Tim got straw and it helped some. The fireworks looked good. I hope it was a success
- Baseball season so please be careful and watch for kids

Trustee Weiss – Finance Department

- The Zion Police Dept. won the remote control car race. Winthrop Harbor came close. It's nice to see Police Officers from both communities come together

Trustee Hargett – Community Development

- 101 Sheridan Road - this Friday, Archivists will start documenting the history of the property and taking pictures. It's a 6-8 week process. After which time, they will provide a preliminary report. After that, it will be archived in Springfield and DC. After that we can add it to our shovel ready projects
- We have a new Tourism website. [Explorewinthroparbor.com](http://Explorewinthroparbor.com). Thanks to the EDC, Pat and Officer Sheedy for their work on it. It looks great. If you want to put anything on the website, contact Pat
- The 4<sup>th</sup> grade does a genius hour project. Trustee Hargett's daughter did her project on the history of Winthrop Harbor and will share some of the things that she found at the next Village Board Meeting during Public Hearings.

Trustee McCarthy – Police Department

- Thanked the Special Event Committee for the Memorial Day Parade. Thank you to everyone who worked on it
- Thanked the Recreation Dept. and the volunteers for their work on the Summer Fair
- Thanked Greg Jackson for the Report and the things he's been working on. Trustee McCarthy is very excited about everything he's working, especially the Parks and Recreation Master Plan. Also the Human Resources Plan.

Trustee Whitmore – Recreation Department

- Thanked Greg for meeting and talking to her for almost 2 hours
- Gym Night and Teen Dances are done for the Summer. They will resume when school starts back up
- Thanked all of the departments and volunteers for making this years' Summer Fair as success. Especially Scott, who was there from sun up to sun down every day. There was a huge turn out Friday and Sunday. Considering the weather, Saturday was good. We had one of the best fireworks this year.

Greg Jackson – Village Administrator

- Greg said he was impressed with the pancake breakfast that the Fire Dept. had. They were very organized. They did a great job.

Mayor Bruno

- May 18<sup>th</sup> was the Winthrop Harbor Pageant. The outgoing and incoming Queens will be at the next meeting on June 18<sup>th</sup>
- The pancake breakfast was very good

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- The Memorial Day Parade went well. Thanked Julie Rittenhouse, Virginia and Gerardo Lopez. Virginia and Gerardo lined everyone up. Julie and Virginia worked together to organize it.
- On June 1<sup>st</sup> the planters and flower beds in the village were planted by 26 volunteers from Illinois Dunesland Garden Club. Public works employees, Danny, Ryan and Richard delivered the flowers
- We went to the Summer Fair on Friday and Saturday. I give Scott and the Rec. Board a lot of credit for what they do to make it such a successful event. It was very nice

**CLOSED SESSION**

**11** - A motion was made by Trustee Marabella and seconded by Trustee Weiss to move the meeting into **Closed Session Citing Purchase or Lease of Real Estate – Section 2(c)(5) of the Open Meetings Act.** Mayor Bruno declared the motion carried on the following roll call vote and the meeting moved into Closed Session at 7:47pm.

**Ayes: (6) Hargett, Levin, Marabella, McCarthy, Weiss, Whitmore**  
**Nays: (0)**  
**Absent: (0)**  
**Passed: (0)**

**OPEN SESSION**

**12** - A motion was made by Trustee Marabella and seconded by Trustee Weiss to move the meeting into **Open Session with no action taken.** Mayor Bruno declared the motion carried on the following roll call vote and the meeting moved into Open Session at 7:54pm.

**Ayes: (6) Hargett, Levin, Marabella, McCarthy, Weiss, Whitmore**  
**Nays: (0)**  
**Absent: (0)**  
**Passed: (0)**

**13** - A motion was made by Trustee Weiss and seconded by Trustee Levin to adjourn the meeting. Mayor Bruno declared the meeting adjourned at 7:54pm on the following roll call vote:

**Ayes: (6) Hargett, Levin, Marabella, McCarthy, Weiss, Whitmore**  
**Nays: (0)**  
**Absent: (0)**  
**Passed: (0)**

**APPROVED:**

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**DR. MICHAEL BRUNO, MAYOR**

**ATTEST:**

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**JULIE RITTENHOUSE, VILLAGE CLERK**

**Note: This is not a verbatim record.**