

Village of Winthrop Harbor
President and Board of Trustees Meeting
November 5, 2019
Village Hall Council Chambers

MINUTES

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, Hartmut "Fritz" Weiss, Alanna Whitmore

Also present:

Robert Long, Attorney
Greg Jackson, Village Administrator
Julie Rittenhouse, Village Clerk
Joel Brumlik, Police Chief

The Invocation was led by Mayor Bruno, followed by the Pledge of Allegiance.

APPROVAL OF MINUTES

1 - A motion was made by Trustee Marabella and seconded by Trustee Whitmore to approve the **October 15, 2019 Regular Meeting Minutes** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

Ayes: (5) Hargett, Levin, Marabella, McCarthy, Whitmore
Nays: (0)
Absent: (0)
Passed: (1) Weiss

OLD BUSINESS

None Reported

VILLAGE ADMINISTRATOR'S REPORT

Greg Jackson gave the Board a Mid-Year Budget (FY19/20) Analysis. This report comes from looking at every month and doing an analysis by department, fund and line to line. This analysis should serve as an alert to the staff and Board as to where we may see potentials in revenue short falls as well as expenditures, allowing us to make the adjustments necessary to make sure

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we have a balanced budget at the end of the year. The mid-year analysis gives us an indication that we have a potential of a \$223,691 deficit. We have a cash balance that the Village is not used to. The current cash balance is \$648,185. The projected deficit could be absorbed by that balance but Greg strongly recommends to the Board that that’s not an acceptable recourse at this time. It would bring us down to \$424,294 which is still a cash balance. Greg highly recommends against it due to a 25% chance of a recession in the next 12 months. Greg identified some of the Revenue Shortfalls that are significant that all refer to the General Fund (for day to day operations). Commonwealth Edison Franchise Fees – budgeted amount was \$165,000 and was an estimate consistent with the annual increases noted in historical data. Revenues are currently estimated at &148,000 (-\$16,110), Cable Franchise Fees – budgeted at \$115,000, currently estimated at \$73,320 (-\$41,680). Noted: additional revenues are being recovered by our contract with an auditing service, Azavar. Local Police Fines were budgeted at \$30,000 and is projected at an estimated \$18,380 (-\$11,620). The most significant shortfall is from the Landfill Host Agreement. Budgeted amount was \$450,000. Due to a reduction in solid waste intake we are estimating a \$150,000 reduction in revenue. A roughly 50% reduction in revenues. A review of the analysis indicates various department lines are estimated to exceed the budget. None of the expenditures are estimated to be in excess of appropriation. Greg identified additional increased expenditures that shed additional light on our need to make budget adjustments. A critical Capital Improvement is the replacements of the municipal complex HVAC/boiler system and roof. Greg provided some positive new alternate revenue sources such as Build Illinois Grant \$614,000 (Public Works Building), SB 0262 \$375,000 (North Point Marina Facilities Repair), DCEO Build Illinois Grant \$100,000 (Bridge/Culvert Repair 3rd and Holdridge), IDOT Traffic Safety Grant \$30,000, IPRF Ergonomic Grant \$14,000 and MFT/State Issued Bond Distribution \$266,595 for a total of \$1,399,595. Greg has been putting together a plan for reorganization and restructuring of departments and staff in the Village to gain the greatest efficiency and effectiveness out of our human capital assets. This is to minimize unnecessary expenditures. Some of the things in the plan are, outsourcing water billing, realign functions in the Administrative office, separate Community Development and Economic Development, code enforcement, Police Dept. staffing, Public Works staffing and potential competitive sourcing (far down the line).

MAYOR’S REPORT

RESOLUTION 2019-R-24 A Resolution Appointing a Special Event Committee – Trustee Dana McCarthy (Chairperson), Margo Nelson, Adam Zeis, Ed Mohn, Justin Stried, Scott Fuller, Lisa Shaw, Deirdre Cook

2 - A motion was made by Trustee Marabella and seconded by Trustee Weiss to approve **Resolution 2019-R-24** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

Ayes: (5) Hargett, Levin, Marabella, Weiss, Whitmore
Nays: (0)
Absent: (0)
Passed: (1) McCarthy

RESOLUTION 2019-R-25 An Appointment Resolution Appointing Terry Isaacs – 911 Board

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3 - A motion was made by Trustee Marabella and seconded by Trustee Weiss to approve **Resolution 2019-R-25** 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)

Mayor Announced his choice for the Mayor's Select Committee on Sustainability Members – Dorothy Nolen (Chairperson), John Davis, Pam Johnson, Tom Smith

RESOLUTION 2019-R-26 A Resolution Regarding the Release and Non-Release of Certain Minutes of Closed Session

4 - A motion was made by Trustee Weiss and seconded by Trustee Marabella to approve **Resolution 2019-R-26** 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)

CLERK'S CORRESPONDENCE

None Reported

NEW BUSINESS

Mark Rockwell Requests a Variance to the Building Code to Build a Shed

A motion was made by Trustee Hargett and seconded by Trustee Weiss to **Deny** a Variance to the Building Code and to look at the Building Code.

Mr. Rockwell presented all information regarding the shed to the Board and explained why he believes he should be granted the variance.

5 - A motion to Amend the above motion was made by Trustee Hargett and seconded by Trustee McCarthy to **Approve Mark Rockwell's Request for a Variance to the Building Code to Build a Shed and for the Building Code to be Looked at for Possible changes.** 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)

Accounts Payable Warrant

6 - A motion was made by Trustee Weiss and seconded by Trustee Marabella to approve **Accounts Payable Warrant W2019-12** in the amount of **\$97,065.93**. 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-22 An Ordinance Amending the Appropriation Ordinance of Winthrop Harbor

7 - A motion was made by Trustee Weiss and Seconded by Trustee Marabella to Set Aside the Rules of the President and Board of Trustees and Waive the Second Reading of **ORDINANCE 2019-O-22** 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)

A Request to Enter into a Renewed Contract with the Zion-Benton Township High School District #126 for the Provision of Security Services

8 - A motion was made by Trustee McCarthy and seconded by Trustee Marabella to approve **A Request to Enter into a Renewed Contract with the Zion-Benton Township High School District #126 for the Provision of Security Services** 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

Rich Coombe – V.F.W. – the 911 Memorial is in town but it’s going to take another 4-6 weeks to get the Plaque so we are going to postpone doing anything right now. We are looking to get it done in March or April so it’s done by Memorial Day. Thank you to the Police Dept. for getting another camera on the Memorial. On December 21st 100 plus Sailors will be at the V.F.W. for a dinner and the Board is invited. It will start between 12-12:30pm. Since you have just selected a new Special Event Committee, I would like the Village to consider having a Veteran’s Day Parade.

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Tim Stanphill – 339 Fairhaven Drive – Just wanted to bring to the Board’s attention, that he had talked to both John Hogan and also Tim Nearing and told them both that the ditch by his house needs work done because it is always filled with water from the farm field and has been for as long as he has lived there. He understands the budget restraints but feels it needs to be looked at.

Jeff McCartney – 102 Old Darby Lane – HOA President – Told the Board about what has been done to clean up and maintain the ponds and what they plan to do to keep them clean.

UNFINISHED BUSINESS

Trustee Whitmore – Recreation Department

- Thanked everyone who came to the Halloween Party. It was the largest they’ve had. We actually ran out of food twice. There were over 135 kids for Trunk-or-treat. Even with the rain we had a big turnout.
- Thank you to everyone who came out to help plant trees. Due to all of the water they didn’t all get planted but they were all planted by the end of the week.

Trustee McCarthy – Police Department

- Thanked all of the Village Staff for fielding phone calls about Halloween. It’s great how all of the Department Heads work together in making the decision to have Trick-or-treat. Thank you to the Police Dept. for keeping everyone safe and Public Works for keeping the roads cleaned.

Trustee Hargett – Community Development Department

- Echoed Trustee McCarthy regarding Halloween. There were a lot of events going on this year. Teen Night, Gym Night, Trunk-or-treat, Halloween Party and then Trick-or-treat. The kids will remember this Halloween because of the snow. Thanked Greg for keeping the Board informed.

Trustee Marabella – Public Works Department

- Trunk-or-treat was cold and wet but the kids and parents came out after the Halloween Party. It was nice.
- The Public Works Dept. was pro-active and had the streets cleaned and salted for Trick-or-treat. We wanted the trucks off the road by the time the kids went out. All of the Departments came together and made it special this year. Thanked everyone.
- Branch pick-up went well. Now we have leaf pick-up.
- Basketball is about to start

Mayor Bruno

- Thanked everyone for coming to the meeting tonight.
- The tree planting went great.
- Halloween went well. Public Works and Police Dept. did a phenomenal job. Everyone did great. Administration fielded a lot of phone calls.

CLOSED SESSION

9 - A motion was made by Trustee Weiss and seconded by Trustee Hargett to move the meeting into **Closed Session Citing Personnel Pursuant to 5 ILCS 120/2 (c)(1) 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 8:16pm.

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

OPEN SESSION

10 - 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 9:10pm.

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

ADJOURNMENT

11 - A motion was made by Trustee Weiss and seconded by Trustee Levin to adjourn the meeting. Mayor Bruno declared the meeting adjourned at 9:10pm on the following roll call vote:

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

APPROVED:

DR. MICHAEL BRUNO, MAYOR

ATTEST:

JULIE RITTENHOUSE, VILLAGE CLERK

Note: This is not a verbatim record.