

October 25, 2021

**MINUTES OF THE REGULAR MEETING
OF
THE DWIGHT VILLAGE BOARD OF TRUSTEES**

**Held in the Public Services Complex
209 South Prairie Avenue, Dwight Illinois
October 25, 2021 at 6:30PM**

PRESENT: Paul Johnson, Village President; Marla Kinkade, Trustee; Randy Irvin, Trustee; Chuck Butterbrodt, Trustee; Justin Eggenberger, Trustee; Pete Meister, Trustee

ABSENT: Trustee Jenny Johnson

Other Village Officials in Attendance: Austin Haacke, Finance Director; Tim Henson, Police Chief; Cory Scoles, Public Works Director; Irv Masching, Village Attorney; Kevin McNamara, Village Administrator; Whitney Scott, Village Clerk

New Police Officers Brandon Larson and Matthew Sheldon were introduced and sworn in.

The Village Board Minutes from October 12, 2021 were presented for approval. Trustee Eggenberger made a motion with a second from Trustee Butterbrodt to approve the minutes as submitted. Roll call. All voted aye. Motion carries, 5-0.

The Special Village Board Meeting Minutes from October 18, 2021 were presented for approval. Trustee Kinkade made a motion with a second from Trustee Meister to approve the minutes as submitted. Roll call. All voted aye. Motion carries, 5-0.

FINANCIAL REPORTS

Payment of the October 25, 2021 bills in the amount of \$86,521.32 were presented for payment from the various funds. Trustee Butterbrodt made a motion, with a second from Trustee Meister to pay the bills as submitted. Roll call. All voted aye. Motion carries, 5-0.

The Treasurer's Report was submitted for review. Trustee Meister made a motion, with a second from Trustee Irvin to approve the report as submitted. Roll Call. All voted aye. Motion carries, 5-0.

PUBLIC FORUM

NONE

PRESIDENT'S REPORT:

President Johnson stated that the village is moving in the right direction, he's very proud of where we're at and appreciates everyone's hard work and dedication. He explained that we need to turn the focus towards Economic Development for the village. President Johnson also advised that the while it's not official yet, it does look promising that we'll be approved for the funds applied for to remount the two ambulances.

October 25, 2021

VILLAGE REPORTS:

Kevin shared a reminder that the E-Cycling event will be held Saturday November 6th from 9-1 at the Public Works garage, volunteers welcome.

Cory Scoles advised that the restrooms at Renfrew Park would be closed Tuesday October 26th and that the pool was successfully transitioned to winter mode. Public Works will continue to clean up as much as they can around town prior to the E-Cycling event. Cory also stated that they were able to deliver 13 tires to the LCHD collection site this week. Cory also wanted to express his thanks to all the Public Works employees for their help with the rainstorms over the past weekend – everyone pitched in and helped until the work was done, and he appreciated that especially on a Sunday afternoon and working into the early morning hours of Monday.

Chief Henson advised there wasn't much to report for the Police Department, other than a few concerning events over Homecoming week with investigations ongoing. He said that both new officers are doing well!

Chief Henson, reporting for EMS, advised that one ambulance was down today and had to be towed to Coleman & Son Garage. He confirmed that a part had been ordered and the ambulance should be back in service Tuesday October 26, 2021. Chief also stated that interviews for the FT and PT Basic positions will start on Wednesday, and that he's also received four applications for the open paramedic position. Paramedic Annette Aichele has submitted her resignation, effective November 6, 2021. The village will be interviewing to fill that position as well. Chief also shared that everyone in the EMS Department has stepped up and that scheduling is under control.

COMMITTEE MEETINGS:

SERVICES, HEALTH & SAFETY 10/14/21 – Chair Justin Eggenberger read the minutes from the Dwight Services, Health, & Safety Committee Meeting held October 14th at 5:00 pm. Present were Trustees Eggenberger, J. Johnson, Irvin, Kinkade, Chief Henson, Officer Mead, Sgt. Peters, Austin Haacke, McNamara.

Chief Henson presented a letter requesting to change from the current Department issued sidearm, the Kimber 1911 .45 ACP to the Sig Sauer P320 platform in 9mm. Part time police officer Steve Mead was present to review the proposal and answer questions. The projected cost of 15 new sidearms with a light and holster is \$9,176.80 with trade in. Henson stated he had the Pharmacann donation for riot gear which was deemed unnecessary last year to pay for the guns.

Trustee Eggenberger made a motion, with a second from Trustee Kinkade. Roll call. All voted aye. Motion carries, 5-0.

There was discussion on posting the Chief of Police job. An option of creating a Public Safety Director to oversee Police and EMS was broached. Also, the committee would like to find out an estimate of cost if a separate full-time EMS Director position was created in addition to the six full time medics and four full time basics the Village currently employs. The committee asked for cost options and will wait until their Monday meeting to make a decision.

October 25, 2021

Chief Henson requested the purchase of three additional Starcom radios, so the Department has enough in case there are more part-time officers. The cost is \$3,000 each for a total of \$9,000 to be paid out of the remaining Pharmacann donation.

Trustee Irvin made a motion, with a second from Trustee Butterbrodt to purchase the radios. Roll call. All voted aye. Motion carries, 5-0.

Some applications have been received for ALS Medics and EMS basics. They are being reviewed. The Committee would like to schedule a Special Village Board meeting on Monday to hire a Paramedic. The two new police officers graduated from the Macon County Police Training Institute on Wednesday and begin Field training on the night shift Friday. Officer Hoy is temporarily off due to some health issues. He will be scheduling an appointment with his cardiologist. The calls for the first two months of providing service to the Odell Fire Protection District were reviewed. There were nine calls in August and ten call in September. Odell has been invoiced \$7,100.00 McNamara stated he had been in contact with Deputy Chief Mills who was very happy and complimentary of Dwight EMS. He is interested in signing a contract. The Committee discussed possible fees, a set monthly fee versus a fee per run, and the length of a contract. McNamara will contact Mills. The meeting adjourned at 6:35p.m

SERVICES, HEALTH & SAFETY 10/18/21 – Chair Justin Eggenberger also read the minutes from the Dwight Services, Health and Safety Committee Meeting held October 18th at 4:00pm. Present were Trustees Eggenberger, J. Johnson, Irvin, Kinkade, Butterbrodt, Meister, Mayor Johnson, Chief Henson, Sandy Kokaly, Austin Haacke, Officer Beier and McNamara. The Committee discussed the possibility of combining the Chief of Police and EMS Director into one position of Public Safety Director. Haacke provided projected options of keeping the status quo, adding a Department Head to EMS, or combining the two positions into a Public Safety Head. The projections showed the status quo cost of \$1,572,203.40, the combined Public Safety Head with a projected \$8,000.00 savings and the addition of an EMS Director adding an eleventh person to the department of adding a projected additional \$83,655.00. After much discussion, the Committee recommends leaving the Police Department as is and add an IDPH licensed Paramedic EMS Director position to the EMS Department. That position would be M-F 8am-5pm.

Trustee Eggenberger made a motion with a second from Trustee Butterbrodt to proceed with the recommendation and add an EMS Director position to the EMS Department. Roll call. All voted aye. Motion carries, 5-0.

The Committee also recommends advertising for the Police Chief and EMS Director openings.

Trustee Butterbrodt made a motion, with a second from Trustee Kinkade to post the open positions. Roll call. All voted aye. Motion carries, 5-0.

There was discussion on increasing fees, mileage, and rates to other townships to help offset the additional cost. Chief Henson reported he currently had two applications for Medic and five for EMT Basic. Interviews will be forthcoming. The two new police officers are undergoing field training. Officer Hoy has a return-to-work notice from his Doctor. The meeting adjourned at 4:45 p.m.

UTILITIES/PUBLIC PROPERTIES 10/19/21 – Chair Marla Kinkade read the minutes from the Dwight Public Property and Utilities Meeting held October 19th at 6:00 p.m. Present were Trustees Kinkade, Butterbrodt, Meister, PW Director Scoles, Water Operator Jim Reed and McNamara. The

October 25, 2021

Committee reviewed the cover pages for the replacement of current water meters with smart meters. McNamara stated the RFP was close to being sent out. The Committee reviewed issues that have arisen at the Water Filtration Plant. In early October the filter media in Filter 1, Cell 2 failed. Core sampling was conducted on October 7, and the Village awaits the results of the certified lab testing for metals and radium. The Lump Sum cost to do the probing/testing work by All Service Contracting is \$8,838.00. The Committee agrees this is an emergency and to proceed with the recommended plan of action. Once the results of the sampling probe are complete it will be determined what caused the issue and how to proceed

Trustee Butterbrodt made a motion, with a second from Trustee Kinkade to proceed. Roll call. All voted aye. Motion carries, 5-0.

A price of \$4,494.00 to replace and install the Programming Logistic Controller at the Filtration Plant/Well 8 was received from Complete Integration & Service and reviewed. The committee also recommended replacing and installing the Programming Logistic Controller at the Filtration Plant/Well 8 which is budgeted.

Trustee Kinkade made a motion, with a second from Trustee Eggenberger to proceed with purchase. Roll call. All voted aye. Motion carries, 5-0.

Central Tank Coatings began the process of removing the frost jacket at the Downtown Tower. Once the old jacket was removed it was discovered that the 12" riser pump was seriously decayed and in need of emergency repair. Central Tank Coatings has submitted a proposal to remove and install a new 12" schedule 40 steel riser pipe from the base elbow to the bottom of the downtown water tower. Central Tanks is currently in town and has the pipe available. The estimated cost is \$34,500 (of which \$32,500 had been budgeted).

Trustee Kinkade made a motion, with a second from Trustee Meister to proceed with the emergency repairs. Roll call. All voted aye. Motion carries, 5-0.

Scoles presented a quote from Dorner Company to replace the 6" Cla-Val at the downtown tower for the cost of \$9,694.00 which is budgeted.

Trustee Kinkade made a motion, with a second from Trustee Butterbrodt to proceed with the proposed work. Roll call. All voted aye. Motion carries, 5-0.

The Committee reviewed a quote from Linden & Company for a 6" submersible pump (rebuild) for the Waste Water Plant (to serve as a backup) for \$4,367.00.

Trustee Kinkade made a motion, with a second from Trustee Irvin to proceed with the purchase. Roll call. All voted aye. Motion carries, 5-0.

The Committee briefly reviewed the IDOT required 2021 Bridge Inspections conducted by Chamlin & Associates in August. Nothing is currently urgent; the biggest concern is with the Washington and Columbia Street bridges. McNamara has been in contact with the County Engineer and Ryan Hansen. McNamara stated these issues/repairs will be addressed in next year's budget. McNamara reported he

October 25, 2021

had spoken to PW employee Jayson Powell who has been on Family Medical Leave. He informed him he would not be returning to work for the Village and thanked him for the opportunity.

Trustee Kinkade made a motion, with a second from Trustee Eggenberger, to advertise the available position for a Full Time Public Works Employee. Roll call. All voted aye. Motion carries, 5-0.

Two storm sewer inlets, one at 315 W. Mazon Avenue and another at the N.E. corner of Chicago and William Street have failed. One estimate of work for removal and replacement was obtained.

Trustee Irvin made a motion, with a second from Trustee Butterbrodt to advertise to have the work done. Roll call. All voted aye. Motion carries, 5-0.

The Committee reviewed information about the Kankakee River Valley Water Planning Alliance. McNamara and Scoles met with their representative to gather information. The Alliance, a non-profit is currently doing long range planning to provide a reliable supply of potable water from the Kankakee River. The Committee would like to review additional information as it becomes available. McNamara stated Chamlin and Farnsworth are working on future sewer, water, and road projects to get them "shovel ready" in anticipation of passage of the Federal infrastructure bill. Reports are expected shortly. The meeting adjourned at 7:35 pm.

ADMINISTRATION & FINANCE 10/25/21 – *The Administration & Finance Committee met October 25th at 5:30 PM. Present were Village President Paul Johnson, Trustees Marla Kinkade, Randy Irvin, Chuck Butterbrodt, Justin Eggenberger, Chief Henson, Austin Haacke, PW Director Scoles, and McNamara. McNamara recommended that work on the EDA grant for an economic recovery plan including a comprehensive plan update be awarded to Northern Illinois University Center for Governmental Studies for \$44,500. The grant is a 50/50 grant.*

Trustee Eggenberger made a motion with a second from Trustee Kinkade to hire NIU Center of Governmental Studies at \$44,500. to proceed with NIU. Roll call. All voted aye. Motion carries, 5-0.

McNamara asked for clarification on Section 7.6 of the Policy Personnel Manual regarding Health Insurance provided for retiring regular full-time employees. The benefit is available for retiring full-time employees that have a minimum of 15 years of service with the Village once they hit age 55. If the benefit is declined at age 55, there is a one-time only life changing event that would allow the eligible employee to participate in the program. The 2021 EAV for the Village is estimated to be \$77,850,276 a 2.076% increase over 2020. Austin and Kevin discussed options for the upcoming tax levy. An increase of 4.9% to avoid a hearing would result in a \$45,000 increase over the previous years extended rate. The Committee agreed to shoot for that amount increase when preparing the levy. Since the start of the Pandemic in April 2020 and the resulting Federal and State policy regarding evictions, the Village has not assessed late fees for water, sewer and garbage bills and has not shut off anyone's water. With the ending of the eviction policy on October 3, 2021 by the Federal and State government the committee recommends reinstating the fees and shut offs for non-payment with the December billing cycle.

Trustee Kinkade made a motion, with a second from Trustee Eggenberger, to reinstate the Late Fee/Shut Off policy effective with the December 2021 billings. Roll call. All voted aye. Motion carries, 5-0.

October 25, 2021

McNamara explained the School and their communication provider had contacted him requesting that they be allowed to put an antenna on one of the water towers. The Committee was concerned about a few items and McNamara was instructed to contact the Provider and inquire about the height they need, electrical needs and costs, and if they had researched the light poles at the Athletic Field. Scoles gave an update on the work being done at the Downtown water tower. The riser pipe was replaced, and two consecutive good tests are needed. The meeting adjourned at 6:23PM.

OLD BUSINESS:

None

NEW BUSINESS:

A Solicitor's Request from Robinhood Restoration (property inspections from wind/hail/storm damages) was received and reviewed. Proof of Licensing and Insurance was provided. The request was for the months of October – December 2021 and March – August 2022 at a cost of \$150 per month. Trustee Irvin made a motion, with a second from Trustee Kinkade, to approve the request for a Solicitor's Permit. Roll call. All voted aye. Motion carries, 5-0.

In other new business, Village Attorney Irv Masching submitted his official Letter of Retirement, effective December 30, 2021, with intent to no longer address new business after November 30th. President Johnson and all Trustees thanked him for years of service to the Village and his friendship.

Finding no further new business, President Johnson asked for a motion to adjourn. A motion to adjourn was made by Trustee Irvin, with a second from Trustee Kinkade to adjourn the meeting at 7:36 PM. Roll call. All voted aye. Motion carries, 5-0.

Paul Q. Johnson. Village President

ATTEST:

Whitney M. Scott, Village Clerk