



## **VILLAGE BOARD MINUTES MEETING OF JANUARY 3, 2018**

The Regular Meeting of the Village Board of Trustees, Village of Elwood, January 3, 2018, at 7:00 PM, was called to order by Village Clerk Julie Friebele

Present: Village Board Trustees: Jasen Melahn, Doug Jenco, Dean Lowrance and Darryl P. Lab

Also, Present: Village Clerk Julie Friebele, Village Administrator Marian T. Gibson, Police Chief Fred Hayes, Public Works Superintendent Larry Lohmar, Finance Director Roberta Day, Attorney David Silverman and Attorney Jordan Kielian

Not Present: Trustee Mary Matichak

The meeting opened with the Pledge to the Flag.

### **Closed Session**

A motion was made by Trustee Melahn to go into Closed Session to consider the appointment, employment, compensation, discipline, performance or dismissal of a specific employee(s), appointment of a Village Official and the probable or imminent and pending litigation. Trustee Jenco seconded the motion. A vote was called: Trustee Melahn – yes, Trustee Jenco – yes, Trustee Lowrance – yes, Trustee Lab – yes. The motion carried.

### **Reconvene Open Session**

A motion was made by Trustee Melahn to Reconvene Open Session. Trustee Jenco seconded the motion. All the Village Board Trustees present voted in favor of the motion. The motion carried.

### **Actions To Be Taken Following The Closed Session Meeting**

In the vacancy of a Village President position, a motion was made by Trustee Melahn to appoint Trustee Doug Jenco to serve as Village President on the Village Board of Trustees until the next Consolidated Election held in April 2019. Trustee Lowrance seconded the motion. A vote was called: Trustee Melahn – yes, Trustee Jenco – yes, Trustee Lowrance – yes, Trustee Lab – yes. The motion carried.

### **Oath of Office**

Doug Jenco took an Oath of Office as Acting Village President of the Village of Elwood. He then resigned his position as Village Trustee and took an Oath of Office as Village President of the Village of Elwood.

To fill a vacant Village Trustee Chair, a motion was made by Trustee Melahn to appoint Don LaPaglia as Village Trustee to serve on the Village Board of Trustees until the next Consolidated Election held in April 2019. Trustee Lowrance seconded the motion. A vote was called: Trustee Melahn – yes, Village President Jenco – yes, Trustee Lowrance – yes, Trustee Lab – yes. The motion carried.

### Oath of Office

Don LaPaglia took an Oath of Office as Village Trustee of the Village of Elwood.

### Presentations & Public Hearings

- Village Administrator Marian Gibson gave an Introduction to the Village Debt PowerPoint Presentation. Ms. Gibson presented an outline of the infrastructure benefits and bond issues from 2000 to Present. She discussed how the Village benefited of approximately \$25 million in infrastructure improvements. Ms. Gibson also discussed the following:
  - Uses of Proceeds of Grant and Loans
  - Infrastructure Financing;
  - Infrastructure Improvements
  - Bond Series 2005, 2006, 2010A, 2010B, 2015
  - Village Repayment of State Loans
  - Infrastructure Repayment
  - Reduction of Debt
  
- Ehlers Financial Management Plan PowerPoint Presentation by Senior Municipal Advisor Maureen Barry – The presentation described in detail the following:
  - General Fund Trends
  - Existing Debt
  - Capital Improvements
    - 10-year plan and other key assumptions
    - Funding gap
  - Potential New Development
    - Upcoming projects
    - Impacts on future budgets
    - “Base Line” projections if development does not happen

### Public Comments – Pertaining to Agenda Items

Members of the audience discussed the following topics:

- Financial Management Plan
- Funds
- Proposed Annexation “draft”
- Rezoning

### Consent Agenda

A motion was made by Trustee Melahn to approve the Consent Agenda as follows:

- Presentation of Minutes – December 6, 2017
- Presentation of Closed Session Minutes – December 6, 2017 – **Not For Release**
- Presentation of Bills – Paid Invoice Report December 7, 2017 through January 3, 2018, in the amount of \$57,288.61.
- Presentation of Bills – Unpaid Invoice Report in the amount of \$176,440.09.

Trustee Lowrance seconded the motion. A vote was called: Trustee LaPaglia – abstain, Trustee Melahn – yes, Village President Jenco – yes, Trustee Lowrance – yes, Trustee Lab – yes. The motion carried.

## **REPORTS & COMMUNICATIONS FROM VILLAGE OFFICIALS**

### ***Administration – Village Administrator Marian T. Gibson***

#### **Monthly Administration Report – Village Administrator Marian T. Gibson**

No Report was presented.

#### **November 2017 Financial Report**

The November 2017 Financial Report prepared by Finance Director Robbie Day was presented and reviewed. The report represents the Village of Elwood's year to date revenues, expenses, and end of the month fund cash balances. The revenues are on track.

#### **An Ordinance Amending the Village of Elwood Code of Ordinances With Respect to Licensing and Regulating Raffles**

An Ordinance Amending the Village of Elwood code of Ordinances with Respect to Licensing and Regulating Raffles was presented. There is a need to provide methods of fundraising to not-for-profit organizations so as to enable them to meet their stated charitable and social purposes. It is in the best interest of the Village to license and regulate raffles within the corporate limits of the Village.

This was a first read; no action was taken.

#### **A Resolution Adopting a Policy Prohibiting Sexual Harassment**

The current policy that the Village has in the personnel manual regarding Sexual Harassment is very thorough and already contains the necessary elements required by the new law.

Public Act 100-0554 (the Act) amends the State Officials and Employees Ethics Act, including Section 70-5, which pertains to government entities. The Act mandates all governmental units adopt by January 15, 2018, an ordinance or resolution establishing a policy prohibiting sexual harassment.

A motion was made by Trustee Melahn to forego the final read and adopt a Resolution Adopting a Policy Prohibiting Sexual Harassment. Trustee LaPaglia seconded the motion. A vote was called: Trustee LaPaglia – yes, Trustee Melahn – yes, Trustee Lowrance – yes, Trustee Lab – yes. The motion carried.

#### **Elwood/Jackson History Club Donation, Elwood Township Twilighter's Donation, Elwood Community Consolidated School District-Eight Grade Class Night Donation**

A motion was made by Trustee Lowrance to approve the Elwood/Jackson History Club donation in the amount of \$500.00, the Elwood Township Twilighter's donation in the amount of \$500.00, and Elwood Community Consolidated School District-Eight Grade Class Night Donation in the amount of \$200.00. Trustee LaPaglia seconded the motion. A vote was called: Trustee LaPaglia – yes, Trustee Melahn – yes, Trustee Lowrance – yes, Trustee Lab – yes. The motion carried.

#### **2018 Renewal of Aclara Base Maintenance Agreement**

A motion was made by Trustee LaPaglia to approve the 2018 Renewal of Aclara Base Maintenance Agreement for an amount not to exceed \$3,735.00. Trustee Melahn seconded the motion. A vote was called: Trustee LaPaglia – yes, Trustee Melahn – yes, Trustee Lowrance – yes, Trustee Lab – yes. The motion carried.

### ***Police Department – Chief Fred Hayes***

During the month of November 2017, the Elwood Police Department responded to 419 calls for service. To see additional details about the types of calls residents can visit the Village of Elwood website.

Police officers issued a total of 196 citations for the month of November 2017:

- Local Citations (O.V.)        4
- State Citations                284
- Overweight Violations        (10)

Arrest Report Summary for the month of November 2017:

- Traffic Arrests 31
- Warrant Arrests 2
- Criminal 4

Police Officers and Sergeants completed 48 total training hours in the month of October 2017, in the following category:

- Police Sergeant James Hartley Law Enforcement Media Relations – 8 hours
- Police Sergeant James Hartley Confidential Informants – 8 hours
- Police Officer Anthony Lohmar Criminal Interviewing – 8 hours
- Police Sergeant James Hartley Homicide Investigators Training – 24 hours
- Police Officer Edward Wright Legal Tips for Police Officers – 8 hours

*An Agreement for Information Technology Professional Services with Velocita TotalCare Services at an Annual Cost not to Exceed \$55,596*

A motion was made by Trustee Lowrance to approve the one-year agreement for Information Technology Professional Services with Velocita TotalCare Services at an annual cost not to exceed \$55,596. Trustee LaPaglia seconded the motion. All Village Board Trustees present voted in favor of the motion. The motion carried.

*Authorization to Hire a Part-Time Police Officer*

A motion was made by Trustee Lab to approve the request and authorize the Elwood Police Department to hire a Todd C. Matichak as a part-time Police Officer for the Village of Elwood.

Trustee Lowrance seconded the motion. A vote was called: Trustee LaPaglia – no, Trustee Melahn – yes, Village President Jenco – yes, Trustee Lowrance – yes, Trustee Lab – yes. The motion carried.

***Public Works – Superintendent Larry Lohmar***

During January 2018, the Public Works Department completed multiple projects including but not limited to:

- Snow equipment and salt trucks deployed on December 24<sup>th</sup>. Crews spent 58 hours clearing 180 snow miles of roads and placed 43 tons of specially treated Clearlane salt.
- Ice skating rink is open and many residences have enjoyed it. People are making many positive comments that they like the rink located underneath the pavilion with picnic tables surrounding the rink.
- Winter prep which includes winterizing all non-heated buildings, insulating pipes, and tarping of equipment.

*An Ordinance Declaring Surplus and Authorizing Disposal*

The Village has a 2012 EVI eMega vehicle that is in non-working order. The vehicle is no longer needed for Village purposes, and it would be in the Village’s best interest to dispose of it.

A motion was made by Trustee Lowrance to forego the final read and adopt an Ordinance Declaring Surplus and Authorizing Disposal of the 2012 EVI eMega vehicle. Trustee LaPaglia seconded the motion. A vote was called: Trustee LaPaglia – yes, Trustee Melahn – yes, Trustee Lowrance – yes, Trustee Lab – yes. The motion carried.

***Village Clerk Julie Friebele***

*Upcoming Events*

Movie night at the Village Hall - The first movie of the new year is Despicable Me 3, January 19, 2018, at 6:30pm.

***Village President***

Village President Doug Jenco thanked the Board for having faith in him and appointing him as the new Village President of the Village of Elwood.

***Other Business***

No other Village business was discussed.

***Public Comments***

Members of the audience discussed the following items:

- Bathrooms at the Village Hall
- Boundary Agreement
- Proposed Annexation
- Village Debt

***Adjournment***

A motion was made by Trustee LaPaglia to adjourn the meeting. Trustee Melahn seconded the motion. All the Village Board Trustees present voted in favor of the motion. The motion carried.

**Julie Friebele, Village Clerk**