

Village of Winthrop Harbor
President and Board of Trustees Meeting

July 5, 2022

Village Hall Council Chambers

SPECIAL BOARD MEETING 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

Absent: Alanna Whitmore

Also present:

Robert Long, Village Attorney
David Alarcon, Village Administrator
Julie Rittenhouse, Village Clerk
Nick Narducci, Finance
Sanjay Singhal, Community Development Director
Rocco Campanella, Fire Chief
Ed Mohn, Police Chief
Michael Sheedy, IT
Tim Neargarder, Superintendent of Public Works

The Invocation was led by Pastor Doug Carlson from Grace Missionary Church followed by the Pledge of Allegiance

APPROVAL OF MINUTES

1 - A motion was made by Trustee Levin and seconded by Trustee Weiss to approve the **May 17, 2022 Regular Board Meeting Minutes** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

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

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2 - A motion was made by Trustee Weiss and seconded by Trustee Levin to approve the **May 26, 2022 Special Board Meeting Minutes** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

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

MAYOR'S REPORT

RESOLUTION 2022-R-20 An Appointment Resolution Appointing Ryan Komers as a Part-time Firefighter

3 - A motion was made by Trustee McCarthy and seconded by Trustee Levin to approve **Resolution 2022-R-20** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

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

Approval of Independent Contractor Agreement Between Timothy R. Evans and the Village of Winthrop Harbor

4 - A motion was made by Trustee Marabella and seconded by Trustee Weiss to approve the **Independent Contractor Agreement Between Timothy R. Evans and the Village of Winthrop Harbor** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

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

RESOLUTION 2022-R-21 An Appointment Resolution Appointing Timothy R. Evans as the Adjudication Hearing Officer

5 - A motion was made by Trustee Marabella and seconded by Trustee Levin to approve **Resolution 2022-R-21** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

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

RESOLUTION 2022-R-22 A Resolution Engaging Litigation Counsel and Authorizing Legal Action in Claims Involving PCB Pollution

6 - A motion was made by Trustee Marabella and seconded by Trustee Weiss to approve **Resolution 2022-R-22** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

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

RESOLUTION 2022-R-23 A Resolution Authorizing Adoption of Amendments to the Village of Winthrop Harbor Employee Handbook and Policies Manual

7 - A motion was made by Trustee Weiss and seconded by Trustee Marabella to approve **Resolution 2022-R-23** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

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

Engagement Letter with Swarztrauber & Company for the Annual Audit

8 - A motion was made by Trustee Weiss and seconded by Trustee Marabella to approve the **Engagement Letter with Swarztrauber & Company for the Annual Audit** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

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

Approval of an Agreement with the Law Offices of Robert Arnold for Legal Services

9 - A motion was made by Trustee Marabella and seconded by Trustee Weiss to approve an **Agreement with the Law Offices of Robert Arnold for Legal Services** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

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

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Mayor Bruno thanked Pastor Carlson for including Highland Park in his invocation. On behalf of the Mayor and this Board, our thoughts and prayers are with the victims and their families of the Highland Park shootings.

The Summer Fair was well attended. There was a lot of positive feedback, thanking us for having it and the fireworks. While attending the Fair, the Mayor ran into Kyle Wenzel. Kyle informed the Mayor that Waukegan didn't want the Farmer's Market. The Mayor asked Kyle to get him the contact information for the person that coordinates the Farmer's Market. Kyle gave him the contact information and the Mayor contacted them on that same day and told them that Winthrop Harbor has been looking for a farmer. After talking back and forth we will have a Farmer's Market starting July 8th from 2-6 at the Marina and every Friday until October 14th. The Mayor gave kudos to Kyle Wenzel for informing him about this.

Mayor Bruno said we are looking for new ways to keep in touch with our residents and businesses. We've launched a new email program where you will receive emails with news and updates on events in and around our community. Look for the link to register on our website.

State of Illinois Grant status – We have gotten our Grants. The \$94,920.00 for the Public Works Building, the \$520,000 grant for the facilities and the \$250,000 grant for the Village Hall Roof.

VILLAGE ADMINISTRATOR'S REPORT

Village Administrator, David Alarcon said they would be working with the Board over the next two weeks to finalize the budget before the next Board Meeting in two weeks. He then turned it over to Nick Narducci for an overview of the budget. Nick gave the Board a Draft of the Budget Highlights and wanted to let them know about the status of the budget. Nick thanked the Board for the opportunity and thanked the Administrative staff for their help. Nick told the Board that he had changed the format and had met with the Department Heads to simplify things as much as possible. Nick then went through the Budget Highlights and explained briefly what it entailed and what his recommendations are.

David told the Board that they had initiated a Code Enforcement Program. We are keeping it in-house with the collaboration of the Police Department, Community Development, myself and the Village Hall Staff. So far we've issued about 17 notices of violations with zero complaints. Thanks to Ed Mohn and Mike Sheedy for their help.

Dave said we will continue to update our Employee Policies. Some other things we are working on, collaboratively with the Department Heads, are administrative policies. You'll be seeing new administrative policies for Block Parties coming up at the next meeting. We're taking a collaborative approach on everything we do.

We will be working with all of the Department Heads and IT Director, Sheedy to update our website. We are going to try to make it more user friendly and include more information.

CLERK'S CORRESPONDENCE

None Reported

OLD BUSINESS

None Reported

NEW BUSINESS

Accounts Payable Warrant

10 - A motion was made by Trustee Hargett and seconded by Trustee Marabella to approve **Accounts Payable Warrant W2022-2** in the amount of **\$332,987.26**. Mayor Bruno declared the motion carried on the following roll call vote.

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

Request to Sign the Contract with Computer Help Key for Information Technology Services Through December 31 2022

11 - A motion was made by Trustee Hargett and seconded by Trustee Weiss to approve the **Request to Sign the Contract with Computer Help Key for Information Technology Services Through December 31 2022** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

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

RESOLUTION 2022-R-24 A Resolution Adopting the Village of Winthrop Harbor Triangle Plan as a Concept for Redevelopment

12 - A motion was made by Trustee Hargett and seconded by Trustee Weiss to approve **Resolution 2022-R-24** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

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

RESOLUTION 2022-R-25 A Resolution Authorizing Making Appropriate Objections and Constructive Comments on the New Construction Proposed at the Northeast Corner of Sheridan Road and First Street

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13 - A motion was made by Trustee Hargett and seconded by Trustee Marabella to approve **Resolution 2022-R-25** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

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

A Request to Accept and Sign a Multi-Year Agreement with Altorfer Power Systems for Annual Preventative Maintenance on Village Owned Emergency Power Generators

14 - A motion was made by Trustee Hargett and seconded by Trustee Weiss to approve the **Request to Accept and Sign a Multi-Year Agreement with Altorfer Power Systems for Annual Preventative Maintenance on Village Owned Emergency Power Generators** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

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

ORDINANCE 2022-O-7 An Ordinance Declaring Personal Property Surplus and Authorizing the Sale Thereof – Seven (7) Taser 2X Conducted Energy Weapons

15 - A motion was made by Trustee McCarthy and seconded by Trustee Marabella to Set Aside the Rules of the President and Board of Trustees and Waive the First and Second Reading of **Ordinance 2022-O-7** and approve as submitted. Mayor Bruno declared the motion carried on the following roll call vote.

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

Repairs of Engine 1711 in the Amount of \$5,998.08 Payable to Emergency Apparatus Maintenance Service

16 - A motion was made by Trustee McCarthy and seconded by Trustee Levin to approve the **Repairs of Engine 1711 in the Amount of \$5,998.08 Payable to Emergency Apparatus Maintenance Service** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

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

RESOLUTION 2022-R-26 A Resolution Approving the Settlement of a Federal Lawsuit, Civil Action No. 1:21-cv-04322

17 - A motion was made by Trustee McCarthy and seconded by Trustee Levin to approve **Resolution 2022-R-26** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

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

Approval for Reimbursement of Costs Associated with Sanitary Sewer Main Back-up

18 - A motion was made by Trustee Marabella and seconded by Trustee Weiss to approve **Reimbursement of Costs Associated with Sanitary Sewer Main Back-up** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

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

PUBLIC COMMENT

None Reported

UNFINISHED BUSINESS

Trustee Marabella

- Attended the Summer Fair, it was very good. The fireworks went extra well. Had a good turnout.
- Just a reminder, branch pickup is in May and October. If there are bad storms they will try to accommodate people.
- Public Works is still short-handed. They are trying to hire more help. They do a good job with what they have.
- Summer has just started, enjoy it.
- Very sorry to hear about the tragedy. Our Chief and a few others went to help, kudos to them. Very proud that we helped another community. That's what we are all about, helping other communities. Very proud to be a resident of Winthrop Harbor. Thank you very much.

Trustee Levin

- Keep Highland Park in your thoughts and prayers

Trustee Weiss

- Same her, one of my very close friends was listed in serious condition. Pray for them.

Trustee Hargett

- Thoughts, prayers and condolences to the Highland Park community.

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- We will be having an EDC meeting next week and a PZB meeting. The EDC meeting is the first one in a while due to COVID. We will be working on an economic strategy for recovery since the pandemic. We hope to have that by then end of the summer.

Trustee McCarthy

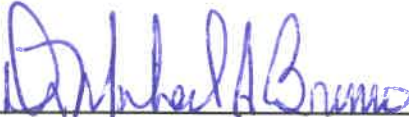
- Nick's approach to the budget is a huge leap forward for us. Thanks to Nick, thanks to Dave and all of the Department Heads. Appreciates all of the work that's gone into it.

ADJOURNMENT

19 - A motion was made by Trustee Weiss and seconded by Trustee Levin to adjourn the meeting. Mayor Bruno declared the meeting adjourned at 7:50 p.m. on the following roll call vote.

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

APPROVED:



DR. MICHAEL BRUNO, MAYOR

ATTEST:



JULIE RITTENHOUSE, VILLAGE CLERK

Note: This is not a verbatim record.