

Village of Winthrop Harbor  
President and Board of Trustees Meeting  
**April 11, 2023**  
Village Hall Council Chambers

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## **SPECIAL BOARD MEETING 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 (7:18), Dana McCarthy, Hartmut "Fritz" Weiss, Alanna Whitmore

Also present:

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

The Invocation was led by JC from The Point Church followed by the Pledge of Allegiance

### **APPROVAL OF MINUTES**

None Reported

### **MAYOR'S REPORT**

#### **PROCLAMATION – A Proclamation Proclaiming April 9 – 15, 2023 as National Public Safety Telecommunications Week**

1 - A motion was made by Trustee Levin and seconded by Trustee Weiss to approve **A Proclamation Proclaiming April 9 – 15, 2023 as National Public Safety Telecommunications Week 20** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

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

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- Mayor Bruno said, we lost a great leader, Dick Robards. Dick passed away this past weekend. He served the community in many rolls including the Winthrop Harbor Fire Department and as a Trustee on the Winthrop Harbor Village Board. His service and dedication to this community set the foundation for Winthrop Harbor today. Our thoughts and prayers are with his family. We are all thankful for Dick’s contribution to Winthrop Harbor. He was a great guy. He knew a lot and was here for 5 terms, 20 years. He will be missed deeply.
- Easter Events – a special thanks to Community 365, the Lions Club, Parks and Rec Board and volunteers for their help in our Easter celebrations. The event was great. Thanks to the Easter Bunny, for his contribution.
- Mayor Bruno contacted Dave who is the new manager down at the Marina. The Farmer’s market is going to happen this summer. Just working out the details.
- The Village of Winthrop Harbor “Welcome Home Expo” is intended to assist our residents, home owners and businesses by providing manufacturers, contractors and suppliers for property improvements. It will be held on Saturday, April 22<sup>nd</sup>, 2023 from 11am to 3pm.

**VILLAGE ADMINISTRATOR’S REPORT**

Village Administrator, David Alarcon said, we will be discussing some of the things we’ve been working on.

- Vehicle replacement and vehicle replacement funding. Also funding for facility maintenance that has been postponed for several years.
- We will be presenting a proposal on how to move forward on 0 Russell Road. A vacant piece of property the Village owns. We will be bringing different options to the Board on what we can do with that property.

**CLERK’S CORRESPONDENCE**

None Reported

**OLD BUSINESS**

None Reported

**NEW BUSINESS**

**Accounts Payable Warrant**

2 - A motion was made by Trustee Hargett and seconded by Trustee Weiss to approve **Accounts Payable Warrant W2022-12** in the amount of **\$225,010.36**. Mayor Bruno declared the motion carried on the following roll call vote.

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

**Passed: (0)**

**Discussion of Strategy for Economic Development** – Trustee Hargett told the Board that the EDC has been working on an updated strategy for economic development. In 2010 the EDC had developed a “necessity for change” document, to set the direction for the next 5 years. They had set some targets for where they wanted to take sales tax growth. That went from 2010 to 2015. They kicked off the comprehensive plan for the Village that had a number of things identified for economic development that were completed. With the disruption of COVID, we now have to regather ourselves and move forward. We did some in-depth trend analysis. It’s really helpful that the EDC has an economist, Fred Seamon, that volunteers as part of the EDC Committee. He was able to look at our trend data and run different calculations on where we think we might be 5 years from now. The idea, in the appendix, is the action plan for this year. The plan is that every year they will update this document. There are a number of things highlighted, all feeding towards the goal they set, of ultimately increasing non-residential revenues such as sales tax, use tax, gaming revenue, cannabis revenue, things that aren’t property tax and trying to create additional revenue so that we can achieve some of the capital projects that we would like to do. Trustee Hargett wanted to bring it to the Board to see if there were any questions or comments for them as they begin working through the annual action plan.

**A Request to Approve HVAC Preventive Maintenance Agreement with Complete Temperature Systems, Inc.**

**3** - A motion was made by Trustee Whitmore and seconded by Trustee Weiss to **Approve HVAC Preventive Maintenance Agreement with Complete Temperature Systems, Inc.** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

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

**Approval of a Contractual Agreement Between the Village of Winthrop Harbor and Independent Contractor’s**

David explained they were trying to get more activities for a wider age group. From younger kids to seniors. We’re hoping to partner up with big organizations to be able to expand on the activities that we have. Having good Parks and Rec activities is a good highlight when we are trying to market the Village in general.

**4** - A motion was made by Trustee Whitmore and seconded by Trustee Levin to **Approve a Contractual Agreement Between the Village of Winthrop Harbor and Independent Contractor’s** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

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

**Passed: (0)**

Nick Narducci introduced Dan from Mesiro Financial. Dan had a presentation showing the different options for funding. He presented a summary of 4 different alternatives and the amounts that would be paid out per year. He told the Board that they could have bonds sold, money in the bank, within 30-60 days, approximately. Dan said the basic message is that sound fiscal action plans are comprehensive and he thinks vehicle replacement is a logical place to start. Credit ratings matter. As the Village moves forward with capital planning and financing, they'll probably get the bond rating updated. The better the bond rating, the lower the interest rate is when going for financing. They look at financial performance over the last several years and, what types of policies and procedures you have in place. Having a comprehensive capital plan in place is an aspect to that. Lastly, they look at the local demographics and the tax base.

**Vote in Principle - on the Planning and Execution of an Initial Vehicle Replacement Program for \$1.5 Million**

5 - A motion was made by Trustee Hargett and seconded by Trustee Marabella to **Approve the Planning and Execution of an Initial Vehicle Replacement Program for \$1.5 Million** 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 COMMENT**

None Reported

**UNFINISHED BUSINESS**

Trustee Marabella

- Excited to be going to Springfield.
- Public Works is fixing the chipper and doing maintenance on their equipment.
- They are still down a man but are doing good.
- Still finishing the project at Public Works.
- There are some electrical issues on the south side. A line got hit.
- Baseball season is coming soon so be prepared to watch out for the little ones.

Trustee Levin

- Condolences to the Robards Family. I was fortunate enough to see Dick on St. Patrick's Day. Good conversation and a smile on his face.

Trustee Weiss

- Condolences to the Robards Family. We became Trustees at the same time. He's going to be missed.

Trustee Hargett

- Condolences to the Robards Family. When someone was elected to the Board he would say "I'm here". Dick was a wealth of knowledge. He will be missed.

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Trustee McCarthy

- The first 6 years of sitting next to Dick was great. The one thing that I thought was very cool was when Kyle Wenzle first came in for his license for Harbor Brewing, Trustee Robards was one of the few people that didn't know him. Dick loved home brewing and the last 4 years he had a great time over there, home brewing. He will be missed.
- Thanks to Dave and Nick and everybody who's been working on the vehicle replacement program. The Capital Improvement Plan is a way for us to really do these things in a sustainable way. It's been an amazing learning process for us.
- Congratulated the winners in the election. Re-elected Trustees, Weiss, Whitmore and Trustee elect Braden.
- A reminder about yard waste, it runs through the end of October. You can put up to 6 units of yard waste out with your trash per week. There are still some that don't know that's offered.
- Community 365 is doing a trivia fund raiser this Friday night. I will be the quiz master and MC at the Moose Lodge.

Trustee Whitmore

- Condolences to the Robards Family. She will miss their conversations. He's a wealth of knowledge. He will definitely be missed.
- Thank you to those who participated in our Easter Events. Thank you to the Easter Bunny. It was a great time.
- We had our Parks and Rec meeting last night. We have a lot of new events and programs coming. We are trying to bring in a lot of activities to keep the Village more engaged. We're hoping to attract people from other areas, to bring them into Winthrop Harbor.

**ADJOURNMENT**

6 - A motion was made by Trustee Weiss and seconded by Trustee Hargett to adjourn the meeting. Mayor Bruno declared the meeting adjourned at 8:09 p.m. 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.**