

Village of Winthrop Harbor
President and Board of Trustees Meeting

JULY 20, 2021

Village Hall Council Chambers

MINUTES

The meeting was called to order by Mayor Bruno at 7:03 PM

The following Elected Officials were present:

Mayor: Dr. Michael Bruno

Trustees: Buddy Hargett, John Levin, Robert Marabella, Dana McCarthy, Alanna Whitmore

Absent: Hartmut "Fritz" Weiss

Also present:

Robert Long, Attorney

Debra Melesio, Village Deputy Clerk

Rocky Campanella, Fire Chief

Ed Mohn, Police Chief

Tim Neargarder, Superintendent of Public Works

Scott Fuller, Director of Parks and Recreation

The Invocation was led by Pastor Tim Bycroft from North Point Church, followed by the Pledge of Allegiance.

ABSENT OFFICIALS WISHING TO ATTEND REMOTELY

None Reported

APPROVAL OF MINUTES

1 - A motion was made by Trustee Levin and seconded by Trustee Marabella to approve the **June 15,2021 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: (1) Weiss

Passed: (0)

MAYOR'S REPORT

ORDINANCE 2021-O-21 Ordinance Approving the Annual Appropriation Ordinance

2 - A motion was made by Trustee Levin and Seconded by Trustee Marabella to set aside the rules of the President and the Board of Trustees and waive the first and second reading of **Ordinance 2021-O-21** and approve as submitted. Mayor Bruno declared the motion carried on the following roll call vote.

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

Presentation of Retirement Certificates

Mayor Bruno and Chief Mohn presented retirement badges and wall plaques to Chief Joel Brumlik and Sargent Chris Willets. Chief stated that we were losing 75 years of experience with 3 Long Time Employees. Much more beautiful sentiments were made by all parties involved.

Proclamation for the Annual V.F.W. Buddy Poppy Sales on September 17-19,2021

Mayor Bruno read the Proclamation.

New Village Website

Mayor Bruno thanked Michael Sheedy for his hard work getting the new Village Website up and running. He continually monitored Michael's progression in the project, but it was all worth it! The new site will offer new Features, Functionality and Content. We hope everyone finds the new site to be faster and easier to use.

VILLAGE ADMINISTRATOR'S REPORT

- Thanked everyone for the opportunity to be the Interim Village Administrator.
- Explained that we manage business with Ordinances, Resolutions and Motions, most staff do not live in town and have no personal agendas.
- For the first two weeks he has been learning the day to day operations.
- Has met with Department Heads getting input and giving input as needed to learn the operations of the day to day.
- Has an Open Door Policy for Everyone, and can be reached by phone or email.
- Has also been looking at the Finances.
- Has been working on the Holdridge Bridge Grant – He will have it finalized and submitted to State by September 30th, 2021.
- Has been working on the Public Works Grant, which is very large. We want to have it under roof by winter.

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- Found that due to downsizing of staff and Covid our books are not balanced for the past year. Largely due to our Finance Director Lisa Shaw leaving and a large part of her day to day was making the adjustments in our books.
 1. Data not entered for 1 year. Accountant John Blackburn recommended we get this done so he can complete 2020/2021 Audit.
 2. Should we Hire someone or outsource the duty of making the missing transactions for the short term. He feels outsourcing the short-term would be most efficient.
 3. Quotes and pros and cons would be presented to the Board for final approval of Long-term decision.
- Has met with Mark Stevens and Westrec.
 1. We purchased a boat and Westrec is providing the boat slip at no charge to us.
 2. We will continue to work with IDNR regarding Hotel.
 3. We will continue to work on the Food Truck issues.
 4. Bob encourages everyone to use the Lakefront.
- Pat DiPersio and I met with the owner of Tracy's in regards to the new building they purchase on 7th and Sheridan. Their plans are still in process, but they are very excited to get started. Suggestions were given and well received.
- I am continuing to work with Department Heads and staff. We will continue to monitor staffing needs. We are here to Serve the Community and our only concern is that of our Residents. I am also here to give inspiration.

CLERK'S CORRESPONDENCE

None Reported

OLD BUSINESS

None Reported

NEW BUSINESS

Accounts Payable Warrant

3 - A motion was made by Trustee Hargett and seconded by Trustee Levin to approve **Accounts Payable Warrant W2021-4** in the amount of **\$195,122.24**. Mayor Bruno declared the motion carried on the following roll call vote.

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

Request to Approve the 7th Street Concert Series waiving all fees.

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4 - A motion was made by Trustee McCarthy and seconded by Trustee Marabella to approve the **Request of the 7th Street Concert Series waiving all fees** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

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

Request Approval to enter into a contract with Baxter & Woodman Consulting Engineers at a cost not to exceed \$25,400 to provide a TIF District Infrastructure Master Plan.

5 - A motion was made by Trustee Hargett and Seconded by Trustee Marabella to approve **Requesting to enter into a contract with Baxter & Woodman Consulting Engineers at a cost not to exceed \$25,400 to provide a TIF District Infrastructure Master Plan.** Mayor Bruno declared the motion carried on the following roll call vote.

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

The Pines HOA request to install a Purple Martin Bird House in the Bird Sanctuary property located at the northwest corner of 7th Street and Ravine Drive.

6 - A motion was made by Trustee Hargett and seconded by Trustee Marabella to approve **the Purple Martine Bird House in the Bird Sanctuary property located at the northwest corner of 7th Street and Ravine Drive** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

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

ORDINANCE 2021-0-22 Ordinance declaring the Authorization for sale of Engine 1712 surplus.

7 - A motion was made by Trustee Hargett and seconded by Trustee Marabella to set aside the rules of the President and the Board of Trustees and waive the first and second reading of **Ordinance 2021-O-22** and approve as presented. Mayor Bruno declared the motion carried on the following roll call vote.

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

RESOLUTION 2021-R-10 Resolution Adopting the Draft IGA for Dive Boat cost sharing

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8 - A motion was made by Trustee McCarthy and seconded by Trustee Marabella to approve **Resolution 2021-R-10** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

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

Request approval to place an order for two replacement marked patrol vehicles

9 - A motion was made by Trustee McCarthy and seconded by Trustee Whitmore to **Place an order for two replacement marked Patrol Vehicles** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

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

Request to Amend the 2021-2022 Wage Policy for the Policy for the Police Department

10 - A motion was made by Trustee McCarthy and seconded by Trustee Whitmore to approve **request to Amend the 2021-2022 Wage Policy for the Police Department** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

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

RESOLUTION 2021-R-11 Resolution to appoint Adam Hyde & Christopher Szafranski to Part-time Officer with the WH Police Department

11 - A motion was made by Trustee Hargett and seconded by Trustee Marabella to approve **Resolution 2021-R-11** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

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

Requesting Renew of Contract with Computer Help Key Technology for 2021-22 budget year

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12 - A motion was made by Trustee Hargett and seconded by Trustee Marabella to approve **Renewal of Contract with Computer Help Key Technology for 2021-22 budget year** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

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

Request for reduction in water/sewer bill for Linda Mellijor at 2303 11th Street

13 - A motion was made by Trustee Hargett and seconded by Trustee Levin to deny **Request for reduction in water/sewer bill for Linda Mellijor at 2303 11th Street**, but approved a \$100.00 reduction to the bill as presented. Mayor Bruno declared the motion carried on the following roll call vote.

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

RESOLUTION 2021-R-12 Resolution requesting approval of the FY2021/22 MFT General Maintenance Program

14 - A motion was made by Trustee Marabella and seconded by Trustee McCarthy to approve **Resolution 2021-R-12** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

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

Request approval to transfer \$10,000 from Fund 13 line 4200 Maintenance of Public Property to line 4220 Forestry

15 - A motion was made by Trustee Marabella and seconded by Trustee Hargett to approve **request to transfer \$10,000 from Fund 13 line 4200 Maintenance of Public Property to line 4220 Forestry** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

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

Request approval to complete Infrastructure Master Plan Study

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16 - A motion was made by Trustee Marabella and seconded by Trustee Levin to approve **request to complete Infrastructure Master Plan Study** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

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

Request approval to add \$1,500 to Fund 15-4920 for alcohol sales to be added to Touch-A-Truck/End of Summer Event on Saturday 8/21/21

17 - A motion was made by Trustee Marabella and seconded by Trustee Levin to approve **Request to add \$1,500 to Fund 15-4920 for alcohol sales to be added to Touch-A-Truck/End of Summer Event on Saturday 8/21/21** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

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

Renewal of Annual Contract with WH Lions Club

18 - A motion was made by Trustee Marabella and seconded by Trustee Levin to approve **Renewal of the Annual Contract with WH Lions Club** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

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

Information only – Emergency Water Main Break

Information was discussed regarding the last water main break. Public Works will be coming back in August or September to Ratify the spending of this money. Trustee Marabella brought up Water rate increases are coming soon.

PUBLIC HEARINGS

Linda Mellijor - Spoke regarding her request for reduction of water bill. Stated she had been working with Tim and others to try and figure out why she had a high water bill. Stated her property did not reflect any water damage which would account for the thousands of gallons that went through her meter. A plan to monitor her water with several reads and reducing her bill by \$100.00 was given.

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Frank Falcone (The Tropics) - Frank spoke about the issuing of liquor licenses to new businesses when he was told there were no more in Winthrop Harbor. He feels like their business is not being handled like some new businesses are. He also spoke about events taking place at the Marina where local vendors are doing the events, when none of the restaurants in town have been asked to participate, so who are these local vendors? After all of these years following the rules and paying his taxes for this town, he would just like fairness to everyone. He always respects the Village and Board for 20 years, when people on Facebook are not.

Rich Coombe (VFW) - Rich Thanked the Board for approving Annual Buddy Poppy Day. He explained how we have no Chamber of Commerce in town. He stated it was on Facebook, however we do not have a Facebook page. Lastly, he spoke about the VFW not being asked to host the alcohol at some events in town. We explained the proceeds from Touch-A-Truck are our profits.

Brenda Dickson – Brenda Discussed that every day in her neighborhood they hear two sirens daily and today they heard four. Everyone in her neighborhood are wondering what is going on. She also discussed that she went to a Republican meeting at CLC where they are fighting to stop Critical Race Theory from being taught in school. She brought in a barcode that she wanted us to distribute to employees and homeowners.

UNFINISHED BUSINESS

Trustee Levin – Fire Department

- Congratulated the Retirees, Joel Brumlik and Chris Willets.

Trustee Marabella – Public Works Department

- Thanked Bob Long for accepting the new position of Interim Village Administrator.

Trustee McCarthy – Police Department

- Thanked Bob Long for stepping in as Interim Village Administrator.
- Thanked Michael Sheedy for a job well done on the new Village Website.
- Congratulated the Retirees, Joel Brumlik and Chris Willets.

Trustee Whitmore – Recreation Department

- Congratulated the retirees, Joel Brumlik and Chris Willets.
- Thanked all involved in making the Parade a success.
- Reminded of the Touch-A-Truck on 8/21/21.
- Thanked Westrec for donating the Boat Slip.

Mayor Bruno

- Congratulated the Retirees, Joel Brumlik and Chris Willets.
- Congratulated Michael Sheedy on the new Village Website. Talked about how it will be consistently updated when needed, and how easy it is to manage it now.

ADJOURNMENT

19 - A motion was made by Trustee Marabella and seconded by Trustee Levin to adjourn the meeting. Mayor Bruno declared the meeting adjourned at 9:05 p.m. on the following roll call vote:

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

APPROVED:

DR. MICHAEL BRUNO, MAYOR

ATTEST:

DEBRA MELESIO, DEPUTY VILLAGE CLERK

Note: This is not a verbatim record.