

Village of Winthrop Harbor
President and Board of Trustees Meeting
February 15, 2022
Village Hall Council Chambers

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, Alanna Whitmore

Also present:

Robert Long, Village Attorney
Julie Rittenhouse, Village Clerk
David Alarcon, Village Administrator
Ed Mohn, Police Chief
Rocco Campanella, Fire Chief
Tim Nearing, Public Works Superintendent

The Invocation was led by Pastor Jay English from Journey 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 Marabella and seconded by Trustee Weiss to approve the **January 18, 2022 Regular Meeting Minutes** 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)

2 - A motion was made by Trustee Marabella and seconded by Trustee Weiss to approve the **February 1, 2022 Special Meeting Minutes** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

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

MAYOR'S REPORT

- Mayor Bruno thanked the Village Staff for everything they do on a daily basis.
- The Mayor would like Board Members to work with David Alarcon and Department Heads on smaller projects, as a team building exercise, to bring ideas to the Village Board.

Tonight is the first night bringing some of those ideas to the Board.

1. Trustee Marabella will be bringing the Honorary Street Name Program.
 2. Trustee Levin will be bringing an agreement for an Employee Assistance Program to support our employees.
 3. Mayor Bruno will be introducing a new Social Media Policy in order to enhance the Village's social media presence.
 4. Looking for two Board Members to work with David to bring some ideas to the Board, for a new Village Logo. Trustee Whitmore and Trustee Hargett volunteered. For the rest of the Board, think about the smaller projects or items you would like to work on.
- There will be a Special Meeting on March 1, 2022 at 7:00pm. There are a lot of things to discuss that can't wait until March 15, 2022, regarding finances, open positions and other items that need to be discussed.
 - Thanked Trustee Weiss for helping David with the building maintenance and assisting him by providing a background on the Village finances.

RESOLUTION 2022-R-3 A Resolution Regarding the Release and Non-Release of Certain Minutes of Closed Session

3 - A motion was made by Trustee McCarthy and seconded by Trustee Weiss to approve **Resolution 2022-R-3** 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)

ORDINANCE 2022-O-2 An Ordinance Adopting a Social Media Policy for the Village of Winthrop Harbor

4 - A motion was made by Trustee McCarthy and seconded by Trustee Whitmore to Set Aside the Rules of the President and Board of Trustees and Waive the First and Second

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Reading of **Ordinance 2022-O-2** and approve as submitted. Mayor Bruno declared the motion carried on the following roll call vote.

Mayor Bruno thanked Chief Mohn, Mike Sheedy, Bob Long and David Alarcon for working together on this this policy.

Ayes: (6) Hargett, Levin, Marabella, McCarthy, Weiss, Whitmore
Nays: (0)
Absent: (0)
Passed: (0)

VILLAGE ADMINISTRATOR’S REPORT

- Finance – Nick Narducci has started. He is in the process of compiling all of the data for salaries. This will be our first exercise as we start our budget process. Next week worksheets should be going out to the Department Heads. He is also in the process of reconciling our accounts. Every meeting he will be providing an update on his progress.
- Building Dept. – Staff has been trying to keep up and making sure the residents are receiving the same level of service that there was when these positions were filled. David thanked the staff at Village Hall. They have done a phenomenal job providing support services and getting the permits out. This has proved that our staff is very adaptable.
- Economic Development – another roll that we are filling in, for the time being, we are working on a few things that are in conjunction with the Building Department. We are trying to get these projects moving.
- Facilities is another roll that we are filling. This is a roll that Pat used to fill. We’ve been addressing some heating/cooling issues. There will be invoices coming through for some emergency repairs that needed to be done.
- We’ve been working on Grants. Finalizing the paperwork for the two Public Works Grants. Last week we finalized it and also the \$250,000.00 Grant to repair the roof at the Village Hall. In total, we’re hoping a disbursement from the State totaling \$864,920.00.

CLERK’S CORRESPONDENCE

None Reported

OLD BUSINESS

None Reported

NEW BUSINESS

Accounts Payable Warrant

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5 - A motion was made by Trustee Hargett and seconded by Trustee Marabella to approve **Accounts Payable Warrant W2021-11** in the amount of **\$199,299.49**. 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)

Discussion and Approval of a Service Agreement with LIFESPAN Counseling Services for the Winthrop Harbor Employee Assistance Program

6 - A motion was made by Trustee Levin and seconded by Trustee Marabella to approve **Service Agreement with LIFESPAN Counseling Services for the Winthrop Harbor Employee Assistance Program** 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)

RESOLUTION 2022-R-4 An Appointment Resolution Appointing Dr. Michael Bruno as the Police Pension Board President

7 - A motion was made by Trustee McCarthy and seconded by Trustee Levin to approve **Resolution 2022-R-4** 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)

Request for Approval to Pay Attorney's Ottosen, Dinolfo, Hasenbalg & Castaldo LTD - \$8,258.33 for FLSA Lawsuit

8 - A motion was made by Trustee McCarthy and seconded by Trustee Marabella to approve **Payment to Attorneys Ottosen, Dinolfo, Hasenbalg & Castaldo LTD – in the Amount of \$8,258.33 for FLSA Lawsuit** 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)

Request to Renew Contract with Metro Paramedic Services, Inc. – Increasing the Hourly Rate to \$18.00 an hour.

9 - A motion was made by Trustee McCarthy and seconded by Trustee Levin to approve **Request to Renew Contract with Metro Paramedic Services, Inc. – Increasing the Hourly Rate to \$18.00 an hour.** 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)

Ratification for Expenditures Related to the Repair of Unit #7, 2007 International Dump Truck – Estimated Cost \$8,944.40

10 - A motion was made by Trustee Marabella and seconded by Trustee Weiss to approve **Ratification for Expenditures Related to the Repair of Unit #7, 2007 International Dump Truck – Estimated Cost \$8,944.40** 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)

Request Approval for Baxter & Woodman to Complete the AWIA Risk and Resilience Assessment for the Village of Winthrop Harbor - \$8,000.00

11 - A motion was made by Trustee Marabella and seconded by Trustee Weiss to approval for **Baxter & Woodman to Complete the AWIA Risk and Resilience Assessment for the Village of Winthrop Harbor - in the Amount of \$8,000.00** 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)

Request Approval for Baxter & Woodman to Complete the AWIA Emergency Response Plan (ERP) for the Village of Winthrop Harbor - \$8,000.00

12 - A motion was made by Trustee Marabella and seconded by Trustee Weiss to approval for **Baxter & Woodman to Complete the AWIA Emergency Response Plan (ERP) for the Village of Winthrop Harbor - in the Amount of \$8,000.00** 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)

RESOLUTION 2022-R-5 A Resolution Adopting the Village of Winthrop Harbor Honorary Public Right-of-Way Name Program

13 - A motion was made by Trustee Marabella and seconded by Trustee Levin to approve **Resolution 2022-R-5** 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

Robin Smith – Zion-Benton Library Director – The library is open Monday, Presidents day. Invited everyone to stop in and see what’s going on. There are a couple of programs coming up. Canine reading buddies is one. On Monday the Kohl Children’s Museum is coming in to do a program. Also, there will be an African folk tale’s theatrical performance on the 26th.

Marina Owen – 421 Ravine Drive – A couple of nights last week, there were several jet planes that were flying over and were very loud. She hears planes occasionally but this was a lot of planes and very loud. She is worried this is a sign of the future because the airport is planning to expand. They are planning on taking over 50 acres of the Forest Preserve. Wadsworth has already passed a resolution opposing the expansion and would like to see the Village get together with their colleagues in Wadsworth to oppose the expansion.

UNFINISHED BUSINESS

Trustee Marabella

- Bad weather is coming with cold and warm. Public Works does a good job salting. There could be black ice, please be careful.
- Saturday, February 26th is the Fun Fair. We hope everybody comes out.

Trustee Weiss

- It’s been a pleasure working with David and getting involved with the maintenance and the financials. When we talked with Nick, it’s going to be a lot of work but a lot of good things happening. Looking forward to the work.

Trustee Whitmore

- On Saturday, February 26th we have our Fun Fair from 11am to 4pm. We are looking for donations for cakes, cupcakes, cookies. They can be dropped off during business hours at the Schlader building for the cake walk. We are thinking of new ideas and all ideas are welcome. There will be 2 bikes raffled off.

Trustee Hargett

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- Last year we had started drafting and researching a Mobile Food Vendor Ordinance that primarily focused on food trucks. After getting feedback from some of our restaurants, we had tabled it. We started going back through that. The licensing period is May 1st so we are going to have a Committee Meeting and try to have something for one of the March Meetings to discuss. Another one that came up a couple of times last year was the Special Events (Outdoor Events) Ordinance. We're looking at that as well. When we get done with these, we want to go back a visit the Sign Ordinance.
- Like many of our staff, Pat wore many hats. We're sorting through building maintenance, finances, economic development, the building department. There are a lot of things to sort through. We will be talking through the options and bringing it back to the Board for recommendations.

ADJOURNMENT

14 - A motion was made by Trustee Weiss and seconded by Trustee Levin to adjourn the meeting. Mayor Bruno declared the meeting adjourned at 7:45 p.m. on the following roll call vote.

Ayes: (6) Hargett, Levin, Marabella, McCarthy, Weiss, Whitmore
Nays: (0)
Absent: (0)
Passed: (0)

APPROVED:

DR. MICHAEL BRUNO, MAYOR

ATTEST:

JULIE RITTENHOUSE, VILLAGE CLERK

Note: This is not a verbatim record.