

Village of Winthrop Harbor
President and Board of Trustees Meeting
March 1, 2022
Village Hall Council Chambers

SPECIAL MEETING MINUTES

The meeting was called to order by Mayor Bruno at 7:05 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
Michael Sheedy, IT Director
Tim Nearingard, Public Works Superintendent

The Invocation was led by Mayor Bruno 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 **February 15, 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)

MAYOR'S REPORT

RESOLUTION 2022-R-6 A Resolution Designating an IMRF Agent – David Alarcon

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2 - A motion was made by Trustee Marabella and seconded by Trustee Weiss to approve **Resolution 2022-R-6** 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)

- Mayor Bruno asked everyone to please like our new Facebook page.
- The Fun Fair was very well attended. There was a lot of positive feedback. The Mayor thanked Trustee Whitmore and Trustee Marabella for their work on putting the Fun Fair together.

OMA (Open Meetings Act) TRAINING

Attorney Long gave the Board a PowerPoint presentation on the Open Meetings Act.

FINANCE UPDATE – Nick Narducci

Mr. Narducci was remote by phone. Mr. Narducci thanked everyone for putting him on the Agenda and the opportunity to work with the Village. Thanked Julie for her time, to help get him started and David for his time as well.

- Nick said we are running into a time crunch with developing a budget for 2023. We are trying to get the Boards input prior to us developing that budget. Nick said he is working on the current year. The staff and Nick have been proofing the Salary and Benefit costs for 2023. 60-70% of any budget is Salary and Benefits.
- Next we will be getting the revenue projections done. Nick would like to get the Department worksheets out as soon as he can. Prior to getting these out, Nick would like to get some information from the Board. The Board provides the Vision and direction and goals.
- Nick provided a worksheet to everyone. This lists the strengths, opportunities, specific issues and the Vision. Individually, what would you like to see the Village look like 10 years from now? There are 10 lines under each category. Just list the things that you would like to get done. It's important to get these things documented. Looking for general direction. Cities compete and Cities are here forever. We're trying, through the budget process, to give the City that edge and to work on the projects that will allow the Village to compete and to make those decisions that are there forever.
- Nick hopes everyone will find the time and get these worksheets back within the next 2 weeks. He would like to get the Department worksheets out at that time.
- In the next 2 weeks, Nick would like to complete the various aspects of the budget. He still has a couple of months to close out. He's trying to get an accurate report out to the Board. He will be at the next Board Meeting in 2 weeks.

VILLAGE ADMINISTRATOR'S REPORT

- We continue to operate the Building Department, thanks to the cooperation and the assistance of the team in Village Hall.
- Economic Development – Dave has been meeting with the Businesses along Sheridan Road to discuss the needs of the businesses and to give them a point of contact. Dave is hoping to continue to build good relationships with those businesses and assist them as much as possible in achieving their goals here in the Village.
- We have launched the official Facebook page. One week into it, Dave is happy to report, we have 176 followers. As we develop more material to put on there, we will be connecting with our partners like the library, the high school. We're trying to make this one stop shop to find out what's going on in the Village
- We have been meeting with local stakeholder's and businesses. This past week we met with President of the Lake County Forest Preserve. It was positive. In the future we will be meeting with their staff to collaborate our efforts in trying to promote the Village and also in trying to help them increase more activities.
- This week we have a meeting with IDNR and the operators of the Marina. We are looking to collaborate with them to promote the Village, and hopefully partner up with them, for economic development and try to advertise their businesses in trying to maximize the Marina.

CLERK'S CORRESPONDENCE

None Reported

OLD BUSINESS

None Reported

NEW BUSINESS

A Proposal for Economic Development Advisory Services with Kane, McKenna and Associates, Inc.

3 - A motion was made by Trustee Hargett and seconded by Trustee Marabella to approve the **Proposal for Economic Development Advisory Services with Kane, McKenna and Associates, Inc.** 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-7 A Resolution Adopting a Community Development Director Job Description

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4 - A motion was made by Trustee Hargett and seconded by Trustee Weiss to approve **Resolution 2022-R-7** 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-8 A Resolution Thanking First Responders and Issuing Premium Pay for Their Work During the COVID-19 Pandemic

5 - A motion was made by Trustee McCarthy and seconded by Trustee Marabella to approve **Resolution 2022-R-8** 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-3 An Ordinance Extending a Recapture for an Additional 5 Years for Pauline Williams

6 - A motion was made by Trustee Marabella and seconded by Trustee Levin to Set Aside the Rules of the President and Board of Trustees and Waive the First and Second Reading of **Ordinance 2022-O-3** 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)

PUBLIC COMMENT

Beth McGinnis – 320 Deerpath Drive – said the committee schedule was posted up front but not on the website and wanted to know if that means they are not open to the public. Trustee Hargett said they were all open to the public. Trustee Hargett explained that the Planning and Zoning Board and the Economic Development Board only meet as needed, so there are dates scheduled but meetings only if there are actions needed to be vote on or if there is going to be a public hearing. She was told that we will make sure the Agendas are posted on our website.

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Ms. McGinnis said that this meeting was not posted on the schedule of meetings. She was told that this was a Special Meeting and not a regular scheduled meeting but the Agenda was posted online. Ms. McGinnis said she enjoyed the presentation by Attorney Long. It was very informational.

Jane Hall – 9600 W. 17th Street, Zion – The Winthrop Harbor Fire Department was terrific. Saturday morning, when called, they handled it superbly, professionally and it was noted by many, how they handled the patient and the condition that they found in the residence. They handled it magnificently. One complaint....when 911 was dialed the call pinged off of a Wisconsin tower so the operator asked “what state are you calling from”?

UNFINISHED BUSINESS

Trustee Whitmore

- We had the Fun Fair. We had a really good turnout. It was nice to see everybody.
- 2 weeks ago we had our biggest turnout for Gym Night that we’ve had in about 5 years. There were about 110 kids. I encourage everyone to let the kids come to Gym Night and Teen Dance.

Trustee McCarthy

- Thanks to Trustees Whitmore and Marabella, Scott, Parks and Rec. and all of the Departments, Police and Fire that were at the Fun Fair. It was great to see the Police and Fire Departments having fun with the kids. Saw a post that the Summer Fair is coming back, that’s exciting.
- Thank you Attorney Long for taking the time to give the presentation.

Trustee Hargett

- Update, at the last meeting we said we were looking at a couple of ordinances, the Mobile Food Vending and Special Events. Trustee Levin and I have provided our feedback to Dave. We had a draft of the Mobile Food Vending last year and ended up tabling to try and give out restaurants time to recover. There are some minor tweaks to the draft. The Special Events Ordinance hasn’t been updated for some time so recommendations on that one was made as well. Ideally, we will be able to have a First Reading by the second Meeting this month and provide for public comment with maybe approving in April. The Mobile Food Vending is an Annual license so we hope to have Ordinance in place by May 1st.

Trustee Marabella

- Baseball/Softball sign-ups are until 3/13
- There are people going around with scams. Someone came around saying they were from ComEd. A suggestion, when in doubt, call 911 to check out what they’re doing. Tell them you are calling the police.
- We restocked our salt. They’ve been out a lot.
- Thanked all of the volunteers for the Fun Fair. They do a great job. We had a lot of families come out to help. The cake walk was a big hit. A very good time.

Mayor Bruno

- Thanked Dave for coming to the Fun Fair and taking all of the pictures and posting them during the event. People saw the posting on Facebook and showed up later. Trustee Whitmore said he also stayed late and helped clean up.

CLOSED SESSION

7 - A motion was made by Trustee Marabella and seconded by Trustee Weiss to move the meeting into Closed Session for the purposes of **Appointment, Employment and Compensation of Specific Personnel pursuant to 5 ILCS 120/2(c)(1)**. Mayor Bruno declared the motion carried on the following roll call vote and the meeting moved into Closed Session at 8:20pm.

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

OPEN SESSION

8 - A motion was made by Trustee Weiss and seconded by Trustee Levin to move the meeting into **Open Session with no action taken**. Mayor Bruno declared the motion carried on the following roll call vote and the meeting moved into Open Session at 8:36pm.

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

ADJOURNMENT

9 - A motion was made by Trustee Weiss and seconded by Trustee Whitmore to adjourn the meeting. Mayor Bruno declared the meeting adjourned at 8:37 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

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ATTEST:

JULIE RITTENHOUSE, VILLAGE CLERK

Note: This is not a verbatim record.