



# Village of Maple Park

302 Willow Street ♦ P.O. Box 220 ♦ Maple Park, Illinois 60151

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Approved by the Village of Maple Park  
Board of Trustees on 01/05/21.

**BOARD OF TRUSTEES  
COMMITTEE OF THE WHOLE  
TUESDAY, DECEMBER 15, 2020  
7:00 p.m.**

**Join Zoom Video Conference Meeting**

<https://us02web.zoom.us/j/84013899226?pwd=MGdnZWk0U2RjU0xoL2xIcHRmRGgwUT09>

**Meeting ID: 840 1389 9226  
Password: 645316**

**Mobile Call in Option:  
1-312-626-6799**

**1. CALL TO ORDER**

President Curtis called the meeting to order at 7:00p.m.

**2. PLEDGE OF ALLEGIANCE**

Due to the meeting being held remotely, the Pledge of Allegiance was not held.

**3. SWEARING IN OF TRUSTEE KRISTINE DALTON**

Village Clerk D'Amato swore in Kristine Dalton as trustee to fill the vacancy created by Trustee JP Dries early departure.

**4. ROLL CALL/QUORUM ESTABLISHED**

President Curtis asked for a roll call. Clerk D'Amato called the roll and the following answered present: President Kathleen Curtis, Trustee Kristine Dalton, Trustee Suzanne Fahnestock, Trustee Brandon Harris, Trustee Christian Rebone. Trustee Jen Ward and Trustee Christopher Higgins were absent.

Also present were Village Administrator Dawn Wucki-Rossbach and Village Clerk Terri D'Amato.

**5. PUBLIC COMMENTS** – *Any resident wishing to address the Board may do so according to the guidelines set forth in the "Rules for Public Comments at Public Meetings" handout. Please complete a speaker request form and submit it to the Village Clerk. . You may also send an email to [villageclerk@villageofmaplepark.com](mailto:villageclerk@villageofmaplepark.com) in advance of the meeting. The Village Clerk will read such comments during the Public Comment portion of the meeting.*

None heard.

**6. INFRASTRUCTURE ITEMS**

**A. Status of the Additional Water Tower Locations**

Administrator Wucki-Rossbach received from Village Engineer Jeremy Lin reports regarding any zoning and/or development issues regarding the properties, including

updates regarding the property located in the TIF district. Will have more information at the January 2021 Committee of the Whole meeting.

**B. Status of the Wastewater Treatment Plant Property Purchase**

Administrator Wucki-Rossbach is currently working on pricing for acreage of the properties and will have additional information at the February 2021 Village Board Meeting under Executive Session. Any offer letters will be sent to the property owner after that meeting.

**7. PERSONNEL ITEMS**

None heard.

**8. FINANCE ITEMS**

**A. Status of the Financial Policy Manual**

Administrator Wucki-Rossbach indicated that the Financial Policy Manual was on track as she has completed three (3) full sections and has started on the 4<sup>th</sup>. This report is much more detailed and will require the full board to make some decisions regarding the final policy. Details to be discussed at the January 2021 Committee of the Whole or the February 2021 Village Board Meeting. This Financial Policy is not related to the Annual Budget so timelines are not the same.

**9. COVID-19 & TIER 3**

**10 – 15 Minute Discussion**

Administrator Wucki-Rossbach shared her memo dated December 10, 2020 regarding the current Tier 3 mitigation procedures in place regarding the COVID pandemic. The memo outlined the feedback she collected from all the board members regarding the enforcement of the current mitigations in the village. Administrator Wucki-Rossbach has met with Chief Stiegemeier and Village President Curtis to discuss the regulations and due to lack of a support system they are simply continuing to educate via social media and the village website, and monitor any possible violations. Discussion included enforcing any village ordinances already in force, and staying away from any “nit-picking” issues, and enforcing current liquor license requirements for possible violations.

**10. VILLAGE ADMINISTRATOR REPORT**

On Friday the new release valves were installed which expelled a lot of air into the system which caused cloudy water in some areas. This should dissipate with time. Currently working with Treasurer Aldridge on the Financial Timeline which will include the CIP (Capital Improvement Plan) and MP (Maintenance Plan) in the budget items.

The Special Meeting originally planned for January 23, 2021 will be moved to the January 19, 2021 Committee of the Whole meeting.

The DCCF Grant in the amount of \$10,000 was approved, with a \$1000 match from the village for a total of \$11,000.

**11. VILLAGE PRESIDENT REPORT**

Welcomed Trustee Dalton to the board and thanked her for stepping up to temporarily fill the vacancy left by Trustee Dries.

## **12. OTHER BUSINESS**

## **13. GOALS LIST**

### **A. Strategic Plan Goals Accomplished –**

- a. Short-Term and Long-Term Routine – Completed Long-Term Financial Plan, including funding for prioritized infrastructure improvements – Village Board approved Long-Term Financial Forecast and Analysis on December 1, 2020
- b. Short-Term Complex – Proactively evaluate and develop a Capital Improvement Plan focuses on short-term and long-term prioritized infrastructure improvements – Village Board approved Capital Improvement Plan/Maintenance (CIP/MP) on December 1, 2020

Working on Capital Improvement Plan, TIF Projects, and a Project Priority List. Looking to move on the Infrastructure project items and focusing on additional grant applications.

## **14. SEXUAL HARASSMENT TRAINING**

All trustees in attendance took part in the Sexual Harassment training put together by the village's legal team. All will certify their attendance with a signed completion certificate returned to the village clerk for filing.

## **15. ADJOURNMENT**

Having no further business before the committee, motion by Trustee Fahnestock with 2<sup>nd</sup> by Trustee Rebone to adjourn the meeting. Motion carried with a voice vote.

Meeting adjourned at 8:01p.m.

Respectfully submitted,

Terri D'Amato  
Village Clerk