

Village of Maple Park

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

Village Hall: 815-827-3309
Fax: 815-827-4040
Website: <http://www.villageofmaplepark.com>

Approved by the Village of Maple Park
Board of Trustees on 05/05/20.

BOARD OF TRUSTEES MEETING MINUTES TUESDAY, APRIL 7, 2020

Join Zoom Video Conference Meeting:

<https://us04web.zoom.us/j/972027997?pwd=UUxhWlp3ZXhUUUxGK282V2RFS1I3QT09>

Meeting ID: 972 027 997

Password: 988243

Mobile Call-In Option:

1-312-626-6799

Meeting ID: 972 027 997

Password: 988243

1. CALL TO ORDER

Village President Kathy Curtis called the meeting to order at 7:00pm.

2. PLEDGE OF ALLEGIANCE

President Curtis led everyone in the pledge of allegiance.

3. ROLL CALL/QUORUM ESTABLISHED

President Curtis asked for a roll call. Members answering present were:

Trustee Dries, Trustee Fahnestock, Trustee Harris, Trustee Higgins, Trustee Ward, Trustee Rebone, and Village President Curtis.

Also present were Village Administrator Dawn Wucki-Rossbach, Village Attorney Kevin Buick, Public Works Superintendent Lou Larson, Village Engineer Jeremy Lin, Police Chief Dean Stiegemeier, Village Treasurer/Accountant Cheryl Aldridge, and Village Clerk Terri D'Amato.

4. PUBLIC COMMENTS – *Any resident wishing to address the Board may do so by first being acknowledged by the Village President. Any public comments received via email will be read to the village board and responded to if appropriate or warranted.*

None Heard.

5. MOTION TO APPROVE CONSENT AGENDA / ADDITIONS-DELETIONS

CONSENT AGENDA – OMNIBUS VOTE

All items listed on the Consent Agenda will be enacted by one motion. There will be no separate discussion of these items unless requested by a Board member, in which event the item(s) will be removed from the Consent Agenda. Prior to a vote on the Consent Agenda, members of the public may request that a Trustee have an item removed from the Consent Agenda.

a) Approval of Board Minutes

- Board Meeting – March 3, 2020

b) Receive and File

Finance Committee Minutes: February 25, 2020/March 24, 2020
Infrastructure Committee Minutes: February 11, 2020/March 10, 2020
Personnel Committee Minutes: February 18, 2020/March 17, 2020

c) Acceptance of Cash and Investment Report as of February 29, 2020

d) Approval of Bills Payable and Manual Check Register #790

ACCOUNTS PAYABLE:	\$63,882.15
MANUAL CHECKS:	\$2,407.81
TOTAL:	<u>\$66,289.96</u>

e) Approval of Travel, Meals, Lodging for Elected Officials /Employees

- Metro West Board Meeting - Meal and Meeting on February 27, 2020 for Kathleen Curtis, \$40 for Metro West (included on April 7, 2020 warrant list).
- Metro West Board Meeting – Meal and Meeting on February 27, 2020 for Dawn Wucki-Rossbach, \$40 for Metro West (included on April 7, 2020 warrant list).

Motion by Trustee Higgins with 2nd by Trustee Harris to approve Consent Agenda as presented. On a roll call vote Trustee Dries, Trustee Fahnestock, Trustee Harris, Trustee Higgins, Trustee Rebone, Trustee Ward voted to approve. Motion carried.

6. FINANCIAL REPORT

Village Treasurer/Accountant Aldridge presented the monthly financial reports to the board. She stated that due to the current situation regarding COVID-19 the normal payments may be delayed a bit. President Curtis raised the issue of extending the current liquor licenses that normally expire on April 30, 2020 to June 2020, and invited discussion amongst the trustees to the possibility of reducing the liquor license fees by 25% for the next application renewal. After some discussion, the consensus was to move forward with an Ordinance to reduce the fees by 25% for the next fiscal year only and present it for approval at the next Village Board meeting.

7. LEGAL REPORT

Attorney Buick had nothing to report.

8. VILLAGE ADMINISTRATOR REPORT

Village Administrator Wucki-Rossbach wanted to thank the board and village president for their assistance with the COVID-19 issues, Lou Larson and Josh Jordan for their continuous cleaning of the Civic Center, Cheryl Aldridge for her diligent work on the financials, Terri D'Amato for her assistance, and Chief Steigemier and his officers for their hard work with the public.

The Pandemic chapter of the Emergency Disaster Preparedness plan. Putting together a public service announcement to the residents regarding improper items being flushed into the sewer system.

9. POLICE DEPARTMENT REPORT

Chief Steigemier indicated that the department currently has a good supply of PPEs, and are expected to receive 20 additional N95 masks. Currently the officers are masking up for every call to be safe. Documenting false calls being made regarding a local restaurant in town. The department is not receiving forthcoming reports from Kane and DeKalb county regarding positive cases of COVID-19. Vehicles are in good condition, and he is working on keeping moral up in the department.

10. PUBLIC WORKS REPORT

No Report.

11. ENGINEERING REPORT

Village Engineer Jeremy Lin has spoken to Curran Contracting regarding Center Street repairs. Currently the asphalt plant is not up but should be later this month, and the Village of Maple Park is first in line. Repairs are expected to begin late April early May. Hanna Construction has 2 projects, Pearl Street and Charles/Washington storm sewer projects. No major testing at this time.

12. COMMITTEE REPORTS

- Personnel & Communications – Suzanne Fahnestock, Chair
- Finance & Public Relations & Development – Chris Higgins, Chair
- Infrastructure – J.P. Dries, Chair

Chairman Dries will be working with Wucki-Rossbach to set up agenda items for next committee meeting.

13. OLD BUSINESS

None heard.

14. NEW BUSINESS

A. RESOLUTIONS

RESOLUTION 2020-07 RATIFYING THE SUBMISSION AND APPLICATION OF THE VILLAGE'S PUBLIC ASSISTANCE GRANT AND APPROVAL OF IEMA PA FORMS

A RESOLUTION RATIFYING THE SUBMISSION OF THE VILLAGE'S PUBLIC ASSISTANCE GRANTS FOR PUBLIC ASSISTANCE IN RESPONSE TO THE COVID-19 PANDEMIC

This Resolution approves the Village's requests to submit public assistance grants to both the Illinois Emergency Assistance Agency and the Federal Emergency Management Agency for funds related to the COVID-19 pandemic.

Motion by Trustee Fahnstock with 2nd by Trustee Dries to approve Resolution 2020- 07 as read. On a roll call vote Trustee Dries, Trustee Fahnstock, Trustee Harris, Trustee Higgins, Trustee Rebone, Trustee Ward voted yes. Motion carried.

B. ORDINANCES

ORDINANCE 2020-06 TEMPORARILY SUSPENDING LATE FEES

AN ORDINANCE TEMPORARILY SUSPENDING LATE FEES AS IDENTIFIED IN TITLE 9, CHAPTER 1, ARTICLE 1A(2)(C) OF THE VILLAGE CODE OF THE VILLAGE OF MAPLE PARK

This Ordinance temporarily suspends any penalties that would normally be assessed due to late payment of utility bills to the Village of Maple Park.

Motion by Trustee Higgins with 2nd by Trustee Dries to adopt Ordinance 2020-06 as read. On a roll call vote Trustee Fahnstock, Trustee Harris, Trustee Higgins, Trustee Rebone, Trustee Ward, Trustee Dries voted yes. Motion carried.

ORDINANCE 2020-08 SUPPLEMENT TO THE APPROPRIATION ORDINANCE

AN ORDINANCE TO AMEND THE FISCAL YEAR 2019-2020 APPROPRIATION ORDINANCE

This Ordinance is a Supplemental Ordinance to offset average expenses from the FY 2020 budget

Motion by Trustee Fahnestock with 2nd by Trustee Dries to adopt Ordinance 2020-06 as read. On a roll call vote Trustee Harris, Trustee Higgins, Trustee Ward, Trustee Dries, Trustee Fahnestock, Trustee Rebone voted yes. Motion carried.

C. DISCUSSIONS

1. April Meetings to be Held Remotely

Village President Curtis discussed having upcoming Public Hearings held remotely. Attorney Buick indicated he will have more information regarding remote public hearings shortly. Discussion regarding possibly holding public hearing on site in gymnasium.

D. MOTIONS

1.

15. VILLAGE PRESIDENT REPORT

Thanked all of the village staff for their support and commitment during this difficult time, and thanked the police department for putting up the banner and flags at the park.

16. TRUSTEE REPORT

17. EXECUTIVE SESSION

18. ADJOURNMENT

Having no further business before the board, motion by Trustee Higgins with 2nd by Trustee Fahnestock to adjourn the meeting. Motion carried by voice vote.

Meeting adjourned at 7:40p.m.

Respectfully submitted,

Terri D'Amato
Village Clerk