

**VILLAGE HALL  
213 N DOUGLAS  
PRESIDENT AND BOARD OF TRUSTEES  
WEDNESDAY, MAY 5, 2021  
REGULAR MEETING MINUTES #21-10**

Meeting called to order at 6:34 p.m.

Mayor Richard introduced special guest Honorable John Barberis.

**SWEARING OF ELECTED OFFICIALS:**

Honorable Barberis swore in George Gavlick, Jamie Runion and Dawn Ross as trustees. Derek Ashoff was not present.

Honorable Barberis swore in Richard Schiefer as mayor.

**I. APPROVAL OF AGENDA:**

1. Trustee Richeson made a motion to approve the agenda 21-10 for May 5, 2021. Trustee Elliott seconds. Roll call vote, all in favor, motion passed.

**II. APPOINTMENTS:**

1. Mayor Schiefer appointed Kathy Becker to a 4-year term as the Village Clerk. Trustee Richeson made a motion to approve the appointment of Kathy Becker as Village Clerk. Trustee Elliott seconds. Roll call vote, all in favor, motion passed.
2. Mayor Schiefer appointed Joanne Berry to a 4-year term as the Village Treasurer. Trustee Richeson made a motion to approve the appointment of Joanne Berry as Treasurer. Trustee Elliott seconds. Roll call vote, all in favor, motion passed.
3. Mayor Schiefer appointed Gary Kukla as Chief of Police. Trustee Richeson made a motion to approve the appointment of Gary Kukla as Chief of Police. Trustee Runion seconds. Roll call vote, all in favor, motion passed.
4. Mayor Schiefer appointed the James Craney as Village Attorney to a 1-year term as legal counsel. Trustee Richeson made a motion to approve the appointment of James Craney as Village Attorney. Trustee Elliott seconds. Roll call vote, all in favor, motion passed.
5. Mayor Schiefer appointed Juneau & Associates as the Village Engineers for a 4-year term. Trustee Richeson made a motion to approve the appointment of Juneau & Associates as the Engineers. Trustee Ross seconds. Roll call vote, all in favor, motion passed.
6. Mayor Schiefer appointed Attorney Patrick King as Zoning Officer for a 2-year term. Trustee Richeson made a motion to approve the appointment of Attorney Patrick King as Zoning Officers. Trustee Elliott seconds. Roll call vote, all in favor, motion passed.

Honorable Barberis swore in the appointed Kathy Becker, Joanne Berry, Gary Kukla, James Craney, and Patrick King.

**III. COMMUNICATIONS:**

1. Clerk Becker stated that everyone has a copy of the Highland Community Foundation grant form if any of the Trustees wanted to apply for it.

**IV. OPEN TO PUBLIC:**

**V. TREASURER REPORT:**

Exhibit B gives a synopsis for the year. All funds are in the black except social security. It has a \$5K deficit which is 22% of total revenues.

In the General Fund is Ordinance and finance with revenues in excess of expenditures of \$258K. The police department has a deficit of \$70K. Salaries are 71% percent of total expenditures.

Public grounds has a deficit largely due to expenditures to clean up Mill Pond under the terms of a grant. The reimbursement will come in next year or in 2023.

The Audit, IMRF and Insurance funds all in the red.

The Enterprise funds are also profitable. Important which is important because they're supposed to be like a business. The largest expense in water is water we purchase at 52%. The contract to Republic Services is 98% of the expenditures in the Garbage Fund.

The total cash is \$1.1 million. Not all of that is available to spend. However, the balances in the 2 debt account are collateral on our USDA loan. The loan balance is \$653K. Less than \$500K in cash would remain if the load had to be paid in full. That would make it difficult to respond to an emergency.

Finally, the year-end results show great fiscal responsibility of the mayor, board, department heads.

## **VI. COMMITTEES:**

### **A. COMMUNITY DEVELOPMENT/HEALTH:**

1. **HOMECOMING:** Trustee Runion stated that they have a meeting scheduled for next Wednesday, May 12, 2021. She stated that they must submit a COVID plan when they apply for the liquor and food permits.

### **B. WATER AND SEWER:**

1. Trustee Ross tabled the bids for the generator at the sewer plant until next meeting.
2. Discussion ensued regarding the well on Marine Rd. Curtis received a bid from Brotcke Well & Pump to abandon Well 5 to Illinois water well code in the amount of \$4,570.00. Trustee Gavlick made a motion to approve the abandonment of the well not to exceed \$5,000. Trustee Elliott seconds. Roll call vote, all in favor, motion passed.

### **C. POLICE:**

1. Trustee Elliott had nothing to report. Chief Kukla stated that they answered 91 activities, issued 9 tickets, 1 warnings and collected \$500.00 in fines.

### **D. ORDINANCE AND FINANCE:**

1. Trustee Gavlick had nothing to report. Reminded the board to work on the appropriation budgets.

### **E. PUBLIC GROUNDS & BUILDINGS:**

1. Trustee Ashoff was not present.
2. Trustee Richeson reported they are still working on the sidewalks.
3. Trustee Richeson reported that Oasis came out to give a bid on the roof repair at the activity center but has not received a report yet.

### **F. STREETS AND LANES/MOTOR FUEL TAX:**

1. Trustee Richeson that 5<sup>th</sup> & Fern St project is completed, and the oil & chip should be done the first week of June.
2. Trustee Richeson stated the park cannot apply for the permits for the crosswalk with IDOT the Village will have to apply, and he will contact Bob Massa for the engineering. The park district will be applying for grants for the project.

## **VII. REPORTS:**

- A. Engineer Report-Nothing to report.
- B. Village Attorney-Nothing to report.
- C. FOIA request- Nothing to report.
- D. Building Inspector- Condemn a house.
- E. Planning Commission-Nothing to report.
- F. Zoning Officer- Nothing to report.
- G. Public Works-Curtis reported that R&M will be out next week to jet the sewers.

## **VIII. OLD BUSINESS:**

## **IX. NEW BUSINESS:**

## **X. OPEN TO PUBLIC**

**XI. CLOSED SESSION:** Trustee Richeson made a motion for the purpose of discussion the appointment, employment, compensation, discipline, performance, or dismissal of specific employees. (5 ILCS 120/2© 1) and pending litigation. Trustee Runion second. Roll call vote, all in favor, motion passed.

## **XII. OPEN SESSION:**

1. Trustee Ashoff arrived during the closed session at 7:35.

2. Trustee Elliott made a motion to give Justin Hewitt a \$2.00 hour raise, to take effect after the school year ends. Trustee Ashoff seconds. Roll call vote, all in favor, motion passed.

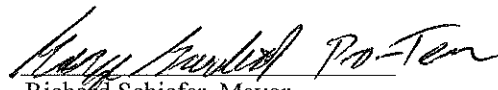
3. Trustee Ashoff reported that Oasis called him and stated that they recommended not to repair the Activity center roof since it was a small spot, and it is just surface damage not the actual shingles sealing. Discussion ensued on the insurance money that was received for the repairs. Trustee Richeson made the motion to issue a check back to the insurance company. Trustee Ashoff seconds. Roll call vote, all in favor, motion passed.

**XIII. ADJOURNMENT:**

A. Trustee Richeson made a motion to adjourn. Trustee Ashoff seconds. Voice call vote, all in favor, motion passed.

Meeting was adjourned 7:50 p.m.

  
Kathy Becker, Village Clerk

  
Richard Schiefer, Mayor