

Village of Manteno
Public Hearing
April 16, 2018
6:30 PM

Roll Call

President Timothy Nugent
Trustee Diane Dole
Trustee Joel Gesky
Trustee Wendell Phillips
Trustee Samuel Martin

Absent:

Trustee Todd Crockett
Trustee Timothy Boyce

Also Present:

Chris LaRocque: Village Administrator
Janice Schulties – Village Resource Manager
Ryan Marion: Building Official
Jim Hanley: Superintendent of Public Works
Al Swinford: Chief of Police

Press Present: Kankakee Daily Journal – Dave Giuliani

The meeting was called to order by President Timothy O. Nugent. Roll call by Village Clerk.

Public Participation: None

Village Resource Manager Janice Schulties gave a presentation and overview of the fiscal year 2018-2019 Budget for the Village of Manteno. Ms. Schulties provided a slide presentation on the process which the Village of Manteno uses when developing the fiscal year budget. This presentation will be available on the Village of Manteno website. Ms. Schulties covered key ingredients in the budgetary process which includes involving the right people, good data, adequate time, proper framework for collaboration and solid budget systems. The Village held several Finance Committee meetings and staff meetings to allow ample opportunity for budget input. These meetings were all open to the public. Each department head works on their own budget which takes into account the historic information, analyzing trends, creating 3 to 5 year plans, including replacement schedules and discussions with all departments to share knowledge. A preliminary budget was covered at our April 2nd, 2018 Committee of the Whole meeting with the Board and placed on file. There was no further questions from the Board to Ms. Schulties. The fiscal year 2018-2019 Budget will be voted on tonight at the regular Board meeting.

Motion by Martin, seconded by Gesky, to adjourn the meeting at 6:49 pm.

Motion passed with 4 ayes, 0 Nays Boyce, Crockett absent

Minutes respectfully submitted by Robin Batka, Village Clerk

**Village of Manteno
Board Meeting
April 16, 2018
7:00 PM**

Roll Call

President Timothy Nugent
Trustee Diane Dole
Trustee Joel Gesky
Trustee Wendell Phillips
Trustee Todd Crockett
Trustee Samuel Martin
Absent:
Trustee Timothy Boyce

Also Present:

Chris LaRocque: Village Administrator
Al Swinford: Chief of Police
Jim Hanley: Superintendent of Public Works
Village Attorney: Joe Cainkar
Ryan Marion: Building Official
Geoff Aggen: Village Engineer

Press Present: Kankakee Daily Journal – David Giuliani

The meeting was called to order by President Timothy O. Nugent. Roll call followed the Pledge of Allegiance, led by President Nugent.

Motion by Phillips seconded by Dole, to waive the reading of the minutes and approve the Regular Board Meeting minutes and the Committee of the Whole Meeting minutes of April 02, 2018.

Motion approved: 5-0 Boyce absent

Public Participation: No public participation

Reports of Village Officials:

Village President's Report: Timothy Nugent

Mayor Nugent read a Proclamation for "Fibromyalgia Awareness Day" which the Village will observe on May 12, 2018.

The Manteno High School Football organization have submitted a Fundraiser Application Form to see discount cards in the Village on July 10th, 2018. A motion was made by Dole and

seconded by Martin to grant approval to the Football team to sell discount cards within the Village of Manteno. Request approved 5 Ayes 0 Nays Boyce absent

Mayor Nugent addressed the Board that the Village Clerk has submitted the list of Liquor, Amusement and Video Gaming Amusement Licenses for FY 2018-19. The Board will be voting to approve tonight on the Consent Agenda. Each year the board must approve these licenses for the businesses to operate legally, by our ordinances and State statutes. The Mayor read the list of A, B, C, D and E license classifications. All applications have been submitted with the proper insurance required.

Village Administrator's Report: Chris LaRocque

Public meeting held earlier tonight on the fiscal year 2018-2019 budget which will be voted on tonight. Resource Manager Janice Schulties gave a presentation at the Public Meeting held earlier tonight on the highlights of the budget and the process the Village takes each year to create it. The budget must be filed with the county by April 30th, 2018. The Budget for Fiscal year 2018-2019 will begin on May 1, 2018 through April 30th, 2019.

Committee Reports:

Public Works and Utilities- Boyce Absent, Trustee Martin covered

- Resolution 17-22, a resolution for Maintenance under the Illinois Highway Code. This resolution will establish bulk pricing for street maintenance projects and salt purchases for the Village Public Works Department
- Resolution 17-23, a resolution approving a Professional Services Agreement with Tyson Engineering in connection with providing surveying and engineering services for the proposed roadway resurfacing improvements to Poplar and Adams Street. This project does not qualify for the use of MFT (Motor Fuel Tax) funds due to the significant amount of curb and sidewalk replacements needed to re-grade the street to properly drain. We have discussed this needed improvement for over a year at various committee meetings and the decision was made to have it done this year.
- Resolution 17-24, a resolution for maintenance under the Illinois Highway Code – 2018 MFT Street Maintenance Program. This resolution will allow the Village Engineer to proceed with engineering and a bid package for the street maintenance projects that were discussed and greenlighted at the Finance Committee meeting. The Board has agreed to move forward with an extensive amount of repairs this summer, which are scattered throughout the Village. Due to the declining amount of MFT funds we receive each year, the Village will be supplementing the cost of these repairs.

Next Public Works Committee meeting to be held Tuesday April 24, 2018 at 7:00 am at the Village Hall Conference room.

Parks and Recreation-Martin

- We will seek motion to waive competitive bidding requirements and to authorize the purchase of park equipment for Eddie Reed Park from NuToys, Inc./ LaGrange, IL for a cost of \$68,735.00

Trustee Martin covered the update from Sarah Marion, which included:

- 360 Meeting on April 17th at 9:00 am. Humane Society will be the guest speaker
- Clean Up in the Village will take place on Saturday April 21st at 8:00 am. Volunteer effort to help get the Village ready for spring!
- Chamber of Commerce “Thrill of the Hunt” on April 28th

Next Properties & Recreation Committee meeting will be Wednesday April 18th, 2018.

Public Safety and Health-Dole

- No action items on the agenda tonight.

Ms. Dole gave tips from our Police Department on driving on icy roadways and black ice since the Village has recently had winter weather move in with some snow and ice.

The Public Safety Committee Meeting has been moved to Wednesday May 9th, 2018 at 7:00 am at the Village Hall conference room.

Planning and Zoning- Crockett

- No action items on the agenda tonight

The next Planning and Zoning Committee meeting is scheduled for April 24th, 2018 at 7:00 am at the conference room at Village Hall.

The next Planning Commission meeting will be scheduled for Tuesday May 8th, 2018 at 6:00 pm at the Village Board Room at the Leo Hassett Community Center

Finance: Gesky

- Approval of Ordinance 17-35 an Ordinance to reallocate amounts within Funds between departments and utilize additional amounts from Fund Balances for fiscal year 2017-2018 budget. Every year the Village moves funds to accommodate line item shortages and overages at the end of the fiscal year to accurately show the funds spent for each line item. This amendment must be approved by the Board and will be recorded at the County Clerk’s office.
- Approval of Ordinance 17-36, an Ordinance approving a Budget for the Village of Manteno for the Fiscal Year beginning May 1, 2018 through April 30th, 2019
- Resolution 17-21 – a Resolution approving the Declaration and Disbursement of Surplus Monies in Tax Increment Financing (TIF) Area #1. Every year at the beginning of the fiscal year, a portion of our TIF funds are rebated to the various taxing bodies that agreed to the TIF District. This resolution authorizes those surplus payments.
- Payment of bills in the amount of \$128,780.86 (includes TIF#1 bills of \$753.15 and TIF#3 bills \$0)
- Bills authorized and Paid between Board Cycle: \$0

The next Finance meeting will be held Wednesday May 9th, 2018 at 7:00 am at the Village Hall Conference Room.

General Government-Phillips

- No action items on the agenda tonight

Mayor Nugent read the items to be included on the Consent Agenda:

Old Business: (A)

None

New Business: (B)

1. **Ordinance 17-34 – An Ordinance amending Title 3, Business Regulations, Chapter 9, Liquor, by changing Section 3-9-14, Limitation , of the Municipal Code for the Village of Manteno**
2. **Consideration RE: A motion to approve the Liquor, Amusement and video Gaming Amusement Licenses for Fiscal Year 2018-2019 as submitted by the Village Clerk**
3. **Ordinance 17-35 – An Ordinance to reallocate amounts within Funds between departments and utilize additional amounts from Fund Balances for FY 2017-2018 Budget**
4. **Ordinance 17-36 – An Ordinance approving a Budget for the Village of Manteno for the Fiscal Year beginning May 1, 2018 through April 30, 2019.**
5. **Resolution 17-21 – A Resolution approving the Declaration and Disbursement of Surplus Monies in Tax Increment Financing (TIF) Area #1**
6. **Resolution 17-22 – A Resolution for Maintenance Under the Illinois Highway Code**
7. **Resolution 17-23 – A Resolution approving a Professional Services Agreement with Tyson Engineering in connection with providing surveying and engineering services for the proposed roadway resurfacing improvements to Poplar Street and Adams Street.**
8. **Resolution 17-24 – A Resolution for Maintenance Under the Illinois Highway Code – 2018 MFT Street Maintenance Program**

Awarding of Bids and Authorization to Purchase: (C)

1. **Consideration RE: A motion to waive competitive bidding requirements and to authorize the purchase of park equipment for Eddie Reed Park from NuToys, Inc., LaGrange, IL for a cost of \$68,735.00.**

Financial Reports: (D)

1. **Payment of bills in the amount of \$128,780.86 (includes TIF#1 bills of \$753.15 and TIF#3 bills \$0)**

Motion by Crockett, seconded by Dole, to approve a single roll call vote on the question of passage of agenda items. Motion Approved 5-0 Boyce Absent

Motion by Gesky, seconded by Martin, to approve by an omnibus vote those ordinances, resolutions, motions and orders contained on the consent agenda.

Motion Approved 5-0 Boyce Absent

Comments:

Trustee Boyce: Absent

Trustee Dole: Hope to see people out for the Clean Up day this Saturday. The Kankakee Humane Society will be the guest presenter at the LifeStyle 360 this week.

Trustee Martin: No comment

Trustee Crockett: No comment

Trustee Gesky: No comment

Trustee Phillips: I will be at the LifeStyle 360 Hope to see everyone.

President Nugent:

Motion by Dole, seconded by Crockett, to adjourn the meeting at 7:25 pm.

Motion approved 5-0 Boyce Absent

Minutes respectfully submitted by Robin Batka, Village Clerk