

**Village of Manteno
Board Meeting
April 20, 2020
7:00 PM**

Roll Call

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

Also Present:

Chris LaRocque - Village Administrator
Ryan Marion – Building Official

Press Present: None

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

Motion by Gesky, seconded by Martin to waive the reading of the minutes and approve the Regular Board Meeting minutes of April 6, 2020 as submitted by the Village Clerk.

Motion approved: 6-0

Public Participation: *Zoom meeting set up online for public participation due to Covid-19 restrictions*

Reports of Village Officials:

Village President's Report- Timothy Nugent

The Mayor read the Proclamation of Motorist Awareness Program (MAP) for the month of May 2020. This is a proclamation where the members of the Gold Wing Road Riders Association (GWRRA) Motorist Awareness Program continually promote motorcycle safety, education and awareness programs to the general public and the motorist community of Illinois.

The Village will be making a motion tonight to approve the Liquor, Amusement and Video Gaming Amusement Licenses for FY 20-21 as submitted by the clerk. The Mayor read the list of license holders approved and the cost of their licenses (waived) by license class. The Village voted last meeting to waive the cost of the licenses for this fiscal year, which totaled \$35,670.00.

Village Administrator's Report- Chris LaRocque

Reminder to the public to fill out your census questionnaire either by mail or online. This information facilitates how much monies we will get over the next ten years.

Committee Reports:

Public Works and Utilities- Trustee Boyce

- **Resolution 19-20** - A Resolution for Maintenance under the Illinois Highway Code (MFT Material Costs) Every year we approve material pricing for road repairs to be paid out of the MFT fund

Next Public Works meeting on 4-28-20 at 7:00 am Village Hall

Parks and Recreation- Trustee Martin

Nothing on the agenda tonight

Next Parks and Recreation meeting Wed 5-20-20 7:00 pm Village Board Room

Public Safety and Health- Trustee Dole

Nothing on the agenda tonight.

Recognition to the Police and Fire departments for doing short drive by to children's homes that are celebrating a birthday, since they are not able to have parties due to the pandemic.

Next Public Safety and Health Committee meeting Wed 5-13-20 at 7:00 am Village Hall Conference Room

Planning and Zoning- Trustee Crockett

Nothing on the agenda tonight

The next Planning and Zoning Committee meeting is scheduled for Tuesday 4-28-20 at 7:00 am at the Village Hall Conference Room

The next Planning Commission meeting is scheduled for Tuesday 5-28-20 at 6:00 pm at the Village Board Room has been CANCELED

Finance- Trustee Gesky

- Payment of bills \$116,709.72 includes TIF #1- \$20,070.00
- Bills authorized and Paid between Board Cycle: \$0
- **Resolution 19-18** - A Resolution approving the Declaration and Disbursement of Surplus Monies in Tax Increment Financing (TIF) Area #1. As part of the TIF creation agreement, the Village rebates 15% of the TIF funds back to the taxing bodies each year. The Village benefited greatly during the duration of the TIF district which would not have been possible without the cooperation of these taxing bodies.
- **Resolution 19-19** - A Resolution approving a Tax Increment Façade Renovation Construction Agreement in Connection with Tax Increment Financing Area #1 - Twenty Four West First Street LLC - 22&24 West First Street. This TIF façade application was presented at the Finance committee meeting on April 8th. An existing building to the east of the pharmacy will be demolished and two additions are being added to the existing pharmacy building. The exterior will be updated along with new windows and doors. The board agreed the amount of the renovations warranted the rebate funds requested.

- **Ordinance 19-40** - An Ordinance Authorizing the Execution of a Third Extension and Amendment to the business Development Agreement between the Village of Manteno and World Fuel Services, Inc., related to Sales Taxes generated at 15 North Main Street, Manteno, Illinois. World Fuels continues to maintain a presence here in Manteno and asked for an extension of their sales tax agreement with the Village. Based on their office lease, the Board agreed this extension is appropriate. The rebates are critical to facilitating some of their contracts which ultimately benefits the Village, as we receive a portion of the sales taxes they generate.
- **Ordinance 19-41** - An Ordinance to reallocate amounts within funds between departments and utilize additional amounts from Fund Balances for the FYE April 30, 2020 Budget. At the end of the fiscal year we evaluate funds spent for each line item and make minor adjustments to ensure funds are properly allocated. These adjustments are important to show accurate line item income and expenses each year to help with future year budget allocations.
- **Ordinance 19-42** - An Ordinance approving a Budget for the Village of Manteno for the Fiscal Year beginning May 1, 2020 and ending April 30, 2021. This year's budget is especially difficult due to the COVID-19 and its unknown effects. Because of the timing and the continued state mandates which have many businesses closed, we know income levels will be reduced but have no way of knowing to what level. Fortunately, the Village is fiscally sound and will be able to continue the services our residents expect regardless of the loss of income from state revenues.
- **Consideration RE:** A motion to approve the proposal and award the contract to replace the Village digital sign to Fast Signs for a cost of \$47,438.52. The electronic sign at Village Hall continues to have intermittent issues, where the screens go out. After numerous repairs, it's become clear that parts are no longer readily available and the sign must be replaced.

The next Finance meeting will be held Wednesday 5-13-20 at 7:00 am at the Village Hall Conference Room.

General Government- Trustee Phillips

Nothing on agenda tonight

Mayor Nugent read the items to be included on the Consent Agenda. The consent agenda is as follows:

Old Business: (A)

None

New Business: (B)

1. **Resolution 19-18** - A Resolution approving the Declaration and Disbursement of Surplus Monies in Tax Increment Financing (TIF) Area #1.
2. **Resolution 19-19** - A Resolution approving a Tax Increment Façade Renovation Construction Agreement in Connection with Tax Increment Financing Area #1 - Twenty Four West First Street LLC - 22&24 West First Street.
3. **Resolution 19-20** - A Resolution for Maintenance under the Illinois Highway Code (MFT Material Costs)

4. **Ordinance 19-40** - An Ordinance Authorizing the Execution of a Third Extension and Amendment to the business Development Agreement between the Village of Manteno and World Fuel Services, Inc. related to Sales Taxes generated at 15 North Main Street, Manteno, Illinois.
5. **Ordinance 19-41** - An Ordinance to reallocate amounts within funds between departments and utilize additional amounts from Fund Balances for the FYE April 30, 2020 Budget.
6. **Ordinance 19-42** - An Ordinance approving a Budget for the Village of Manteno for the Fiscal Year beginning May 1, 2020 and ending April 30, 2021.
7. **Consideration RE:** A motion to approve the Liquor, Amusement and Video Gaming Amusement Licenses for FY 20-21 as submitted by the Village Clerk.

Awarding of Bids/Contracts and Authorization to Purchase (C)

1. **Consideration RE:** A motion to approve the proposal and award the contract to replace the Village digital sign to Fast Signs for a cost of \$47,438.52.

Financial Reports: (D)

1. Payment of bills **\$116,709.72** (includes TIF #1- \$20,070.00)

Motion by Gesky seconded by Phillips, to approve a single roll call vote on the question of passage of agenda items. Motion Approved 6-0

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

Motion Approved 6-0

Comments:

Trustee Boyce: Over a month ago you reached out to each of the trustees and asked how we can help the businesses in town and if we could support waiving the fees for licenses. I am glad the Board agreed and that Manteno is in a position to be able to help them by doing this.

Trustee Martin: Agree. Stay safe till the new “normal”

Trustee Dole: Well said. Tornado season gearing up. Reminder that our shelters at the churches will be open if needed.

Trustee Crockett: No comment

Trustee Gesky: No comment

Trustee Phillips: Tim said it all, it was a sound management decision on helping those businesses by waiving the liquor license fee

Motion by Dole to adjourn the meeting at 7:22 pm, seconded by Martin

Motion approved 6 Ayes 0 Nays

Minutes respectfully submitted by Robin Batka, Village Clerk