

**Village of Manteno  
Board Meeting  
December 18, 2017  
7:00 p.m.**

**Roll Call**

**Present:**

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

**Absent:**

**Also present:**

Chris LaRocque: Village Administrator  
Joe Cainkar: Village Attorney  
Ryan Marion: Director of Building and Zoning  
Jim Hanley: Superintendent of Public Works  
Geoff Aggen: Village Engineer, Tyson Engineering  
Al Swinford – Chief of Police

**Press Present:**

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

Motion by Phillips, seconded by Dole, to waive the reading of the minutes and approve the Truth in Taxation Public Hearing of December 4, 2017 and the Regular Meeting minutes of December 4, 2017. Motion approved: 6-0.

**Public Participation:** None

**Reports of Village Officials:**

**Village President's Report: Timothy Nugent**

- Mayor Nugent asked for a motion to approve Robin Batka as the new Village Clerk. Ms. Batka will fill the vacancy left by the death of Alisa Blanchette.

A motion by Martin, seconded by Gesky, to approve Mayor Nugent's appointment of Robin Batka as the Village Clerk. Motion approved 6-0.

The Oath of Office was given to Ms. Batka by Deputy Village Clerk, Darla Hurley.

### **Village Administrator's Report: Chris LaRocque**

- The Ice Rink at Legacy Park hopes to be open at the end of the week. Mr. Hanley stated this will be weather dependent. Information will be posted on the village website and electronic sign. The public is asked to only skate if the sign at the rink states it is open.

### **Committee Reports:**

#### **Public Works and Utilities- Boyce**

- No items on the agenda.

#### **Parks and Recreation- Martin**

- No items on the agenda.
- Next Parks and Recreation Commission meeting will be March 21, 2018, meeting at the Village Board Room at 7:00pm.

#### **Public Safety and Health- Dole**

- No items on the agenda.
- Trustee Dole offered the Manteno Police Department's twelve top safety tips for the holiday season.
- Manteno Fire Department is asking residents to adopt a fire hydrant in their neighborhood. Snow should be shoveled away from the hydrant, which allows firemen to find and use the hydrant during a fire.
- Check smoke and carbon monoxide detectors
- All homes should have a fire extinguisher.
- The Leo Hassett Community Center can be used as a warming center if needed.
- Merry Christmas and Happy New Year from the Manteno Police Department and Manteno Fire Department.

#### **Planning and Zoning- Crockett**

- Ordinance 17-26 - An Ordinance amending Title 10, Subdivisions, Chapter 4, Application and Approval Procedures, Chapter 5, Project Documents, and Chapter 6, Construction, Inspection, and Utility Acceptance Procedure, of the Municipal Code for the Village of Manteno. (B-#5). This will update the requirements for a Letter of Credit that developers submit for new subdivisions. It gives some flexibility for the developers but still protects the village's interest. It was necessary due to the change in banking regulations that place a significant financial burden on developers. By not updating this ordinance it could have had a negative effect on the growth of the village.
- The next Plan Commission is scheduled for January 9, 2018 at 6:00 pm in the Village Board Room.
- The next Planning and Zoning Committee meeting is scheduled for January 23, 2018 at 7:00 am in the Village Hall Conference Room.

#### **Finance-Gesky**

- Ordinance 17-24 – An Ordinance for the Levy and Assessment of Taxes on Real Property for all Purposes of Defraying Expenses for all Corporate Purposes for the Village of Manteno, Kankakee County, Illinois, for the Fiscal Year Commencing on May 1, 2017 and ending on April 30, 2018. (B-#1) The Village held a public hearing on December 4<sup>th</sup> concerning the levy. Information has been posted on the Village website. The village has not received any concerns or questions concerning the levy.

- Ordinance 17-25 – An Ordinance abating the Tax hereto levied for the Year 2017 to pay the principal of and interest on \$2,050,000 General Obligation Bonds (Alternate Revenue Source), Series 2013, of the Village of Manteno, Kankakee County, Illinois. (B-#2)
- Payment of the bills in the amount of \$379,075.14 (Including TIF #1 bills of \$203,132.10)
- The next Finance meeting is scheduled for January 10, 2018 at 7:00am in the Village Hall conference room.

**General Government-Phillips**

- Consideration Re: A motion to approve the 2018 Village Schedule of Meetings and 2018 Holiday Schedule (B-#3).
- Resolution 17-16 – A Resolution amending Section 703, Sexual & Other Unlawful Harassment, of the Village of Manteno Employee Handbook, in the village of Manteno, Kankakee County, Illinois. (B-#4) This is an update that is mandated by the State of Illinois for all municipalities by January 2018. The Village did have a policy this is an update to that policy.

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

**Old Business: (A)**

None

**New Business: (B)**

1. Ordinance 17-24 – An Ordinance for the Levy and Assessment of Taxes on Real Property for all Purposes of Defraying Expenses for all Corporate Purposes for the Village of Manteno, Kankakee County, Illinois, for the Fiscal Year Commencing on May 1, 2017 and ending on April 30, 2018.
2. Ordinance 17-25 – An Ordinance abating the Tax hereto levied for the Year 2017 to pay the principal of and interest on \$2,050,000 General Obligation Bonds (Alternate Revenue Source), Series 2013, of the Village of Manteno, Kankakee County, Illinois.
3. Consideration Re: A motion to approve the 2018 Village Schedule of Meetings and 2018 Holiday Schedule.
4. Resolution 17-16 – A Resolution amending Section 703, Sexual & Other Unlawful Harassment, of the Village of Manteno Employee Handbook, in the village of Manteno, Kankakee County, Illinois.
5. Ordinance 17-26 - An Ordinance amending Title 10, Subdivisions, Chapter 4, Application and Approval Procedures, Chapter 5, Project Documents, and Chapter 6, Construction, Inspection, and Utility Acceptance Procedure, of the Municipal Code for the Village of Manteno.

**Awarding of Bids and Authorization to Purchase: (C)**

None

**Financial Reports: (D)**

1. Consideration re: Motion to approve payment of the bills in the amount of \$379,075.14 (Including TIF #1 bills of \$203,132.10)

Motion by Crockett, seconded by Dole, to approve a single roll call vote on the question of passage of agenda items. Motion approved 6-0.

Motion by Boyce, 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:** Merry Christmas and Happy New Year.

**Trustee Martin:** Merry Christmas and Happy New Year.

**Trustee Dole:** Merry Christmas and Happy New Year to all.

**Trustee Crockett:** Welcome to Robin Batka. Merry Christmas and Happy New Year. Looking forward to 2018 with good things to happen in the village.

**Trustee Gesky:** Same as everyone else

**Trustee Phillips:** Merry Christmas and Happy New Year.

**Mayor Nugent:** With this being the last village board meeting for 2017 would like to wish everyone a Merry Christmas and Happy New Year. Remember to be safe and enjoy through the holidays. The village has received numerous positive comments on the lights and decorations. Welcome to Robin as the new village clerk.

Motion by Gesky, seconded by Phillips, to adjourn the meeting at 7:21 pm. Motion approved 6-0.

*Minutes respectfully submitted by Darla Hurley, Deputy Village Clerk.*