



DECEMBER 18, 2023



**BOARD OF TRUSTEES
REGULAR MEETING**

6:00 P.M.



**PRESIDENT
TIMOTHY O. NUGENT**

**VILLAGE CLERK
ROBIN BATKA**

TRUSTEES
TIMOTHY BOYCE TODD CROCKETT
DIANE DOLE JOEL GESKY
SAMUEL J. MARTIN WENDELL O. PHILLIPS



Manteno Village Board Room
Leo T. Hassett Community Center
211 North Main Street
Manteno, Illinois

MANTENO VILLAGE BOARD
REGULAR MEETING AGENDA

Monday, December 18, 2023 – 6:00 P.M.

Village Board Room
Leo T. Hassett Community Center
211 North Main St.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. READING OF AGENDA – ADDITIONS – DELETIONS

5. READING OF MINUTES – CHANGES, CORRECTIONS, APPROVAL:

❖ Regular Meeting Minutes: December 4, 2023

6. PUBLIC PARTICIPATION:

7. REPORTS OF VILLAGE OFFICIALS:

All reports will be ORAL

A) **VILLAGE PRESIDENT’S REPORT:**

- 1) Presentations
- 2) Appointments
- 3) Proclamations
- 4) Requests
- 5) Announcements
- 6) Discussion
- 7) New Business

B) **VILLAGE ADMINISTRATOR’S REPORT:**

- 1) Presentations
- 2) Upcoming Events
- 3) Updates
- 4) Discussion Items

C) **COMMITTEE REPORTS:**

1) **Public Works & Utilities (Trustee Boyce)**

- a) Old Business on Agenda: None
- b) New Business on Agenda: None
- c) Public Works Committee Meeting Report:
- d) NEXT Public Works Committee Meeting:
 - CANCELLED Tues. – 12/26/23, 7:00 am, Village Board Room

2) **Properties and Recreation (Trustee Martin)**

- a) Old Business on Agenda: None
- b) New Business on Agenda:
 - Resolution 23-05 - A Resolution approving a Professional Services Agreement with HR Green in connection with providing Professional Engineering Services for Legacy Park South Parking Lot Expansion (Design Only).

- Resolution 23-06 - A Resolution approving a Professional Services Agreement with HR Green in connection with providing Professional Engineering Services for Thies Park Improvements – Phase II (Design Only).
 - c) Properties & Recreation Committee Meeting Report:
 - d) NEXT Properties & Recreation Committee Meeting:
- 3) **Public Safety & Health (Trustee Dole)**
- a) Old Business on Agenda: None
 - b) New Business on Agenda: None
 - c) NEXT Public Safety & Health Committee Meeting:
 - Wed. - 1/10/24, 7:00 am, Village Board Room
- 4) **Planning & Zoning (Trustee Crockett)**
- a) Old Business on Agenda: None
 - b) New Business on Agenda:
 - Ordinance 23-13 – An Ordinance granting a Special Use Permit to allow for Installation of a Drive-Up Window at Property owned by Urban Prairie Community Church and located at 393 South Creek Drive, Manteno, IL.
 - c) Planning & Zoning Committee Meeting:
 - CANCELLED - Tues. - 12/26/23, 7:00 am, Village Board Room
 - d) Plan Commission Report:
 - e) NEXT Plan Commission Meeting:
 - Tues. – 1/9/24, 6:00 pm, Village Board Room
- 5) **Finance (Trustee Gesky)**
- a) Old Business on Agenda: None
 - b) New Business on Agenda:
 - Ordinance 23-10 - An Ordinance authorizing the Execution of a First Extension and Amendment to the Business Development Agreement between the Village of Manteno and G. Cooper Oil Company, Inc., related to Occupational Taxes Generated at 15 North Main Street, Unit A, Manteno, Illinois.
 - Ordinance 23-11 – An Ordinance of the Village of Manteno approving a Redevelopment Agreement between the Village of Manteno and Manteno 319 Industrial Park, LLC, Martin Empire, LLC, and Dietrich Properties I, LLC, for approximately 182 acres of Land in the Village of Manteno, County of Kankakee, State of Illinois, in furtherance of the objectives of the Redevelopment Plan and Project approved for the Industrial Park Redevelopment Project Area.
 - Ordinance 23-12 - 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, 2023 and ending on April 30, 2024.
 - Payment of Bills: \$604,692.10 (includes TIF #3-\$0)
 - c) Bills Authorized and Paid between Board Cycle: **\$0**
 - d) Finance Committee Meeting Report:

- e) NEXT Finance Committee Meeting:
 - Wed. – 1/10/24, 7:00 am, Village Board Room

6) **General Government (Trustee Phillips)**

- a) Old Business on Agenda: None
- b) New Business on Agenda:
 - Consideration Re: A motion to approve the 2024 Village Schedule of Meetings and the 2024 Village Holiday Schedule.
 - Resolution 23-08 - A Resolution approving changes to Section 303 (Vacation Leave) and Section 304 (Personal Time) of the Village of Manteno Employee Handbook.
- c) General Government Committee Meeting Report:
- d) NEXT General Government Committee Meeting:

8. CONSENT AGENDA – CONSIDERATION OF AN “OMNIBUS VOTE” (*):

- ❖ **CONSIDERATION RE:** MOTION to take a single roll call vote on the question of passage of agenda items as designated by an asterisk (*) for voting purposes on the consent agenda. The MOTION requires unanimous consent of the Village President and Board of Trustees.
- ❖ The Chair will identify those items to be **included** on the Consent Agenda – “Omnibus Vote” List. It is at this point that any Trustee or the President may **request** that any item be **deleted**.
- ❖ **CONSIDERATION RE:** MOTION to approve by omnibus vote those ordinances, resolutions, motions and orders contained on the Consent Agenda as identified by the Village President and Board of Trustees.

A) **OLD BUSINESS:**

NONE

B) **NEW BUSINESS:**

- * **1) CONSIDERATION RE:**
A motion to approve the 2024 Village Schedule of Meetings and the 2024 Village Holiday Schedule.
- * **2) ORDINANCE 23-10**
An Ordinance authorizing the Execution of a First Extension and Amendment to the Business Development Agreement between the Village of Manteno and G. Cooper Oil Company, Inc., related to Occupational Taxes Generated at 15 North Main Street, Unit A, Manteno, Illinois.
- * **3) ORDINANCE 23-11**
An Ordinance of the Village of Manteno approving a Redevelopment Agreement between the Village of Manteno and Manteno 319 Industrial Park, LLC, Martin Empire, LLC, and Dietrich Properties I, LLC, for approximately 182 acres of Land in the Village of Manteno, County of Kankakee, State of Illinois, in furtherance of the objectives of the Redevelopment Plan and Project approved for the Industrial Park Redevelopment Project Area

- * **4) ORDINANCE 23-12**
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, 2023 and ending on April 30, 2024.
 - * **5) RESOLUTION 23-05**
A Resolution approving a Professional Services Agreement with HR Green in connection with providing Professional Engineering Services for Legacy Park South Parking Lot Expansion (Design Only).
 - * **6) RESOLUTION 23-06**
A Resolution approving a Professional Services Agreement with HR Green in connection with providing Professional Engineering Services for Thies Park Improvements – Phase II (Design Only).
 - * **7) RESOLUTION 23-08**
A Resolution approving changes to Section 303 (Vacation Leave) and Section 304 (Personal Time) of the Village of Manteno Employee Handbook.
 - * **8) ORIDNANCE 23-13**
An Ordinance granting a Special Use Permit to allow for Installation of a Drive-Up Window at Property owned by Urban Prairie Community Church and located at 393 South Creek Drive, Manteno, IL.
- C) **AWARDING OF BIDS/CONTRACTS AND AUTHORIZATION TO PURCHASE:**
NONE
- D) **FINANCIAL REPORTS:**
- * **1) CONSIDERATION RE:**
MOTION to approve PAYMENT OF BILLS in the amount of **\$604,692.10** (Including: TIF #3 - \$0)

9. COMMENTS

Comments and additional information of general interest to Village residents.

10. ADJOURNMENT

MEETING SCHEDULE

<p>BOARD & COMMISSION MEETINGS VILLAGE BOARD ROOM Village Board:1st & 3rd Mon. 7:00 pm Plan Commission:2nd Tues 6:00 pm</p>
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<p>COMMITTEE of the WHOLE MEETINGS VILLAGE BOARD ROOM As Public Works:4th Tues, 7:00 am As Gen. Govern:As needed As Public Safety:2nd Wed, 7:00 am As Planning & Zoning:4^{rh} Tues. 7:00 am As Finance:2nd Wed, 7:00 am As Properties & Rec:As needed</p>
