

**Village of Manteno
Committee of the Whole
April 18, 2016
6:30 p.m.**

Roll Call

Present:

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

Absent:

Trustee Todd Crockett
Trustee Timothy Boyce

Also present:

Bernie Thompson: Chief of Police/Acting Village Administrator
Joe Cankar: Village Attorney
Chris LaRocque: Director of Building and Zoning
Jim Hanley: Superintendent of Public Works
Janice Schulteis: Resource Personnel Manager

Press Present:

The Mayor opened the Public Hearing for the 2016-2017 Budget. Janice Schulteis explained that the budget has been available online and at the Village Hall. There have been no questions from the public about the budget at the Village Hall. The notice of the Public Hearing was in the Kankakee Daily Journal on April 6.

The department heads are all on board to get just the necessities this year. There is not a lot they could get off the wish list. They are great at giving Janice projections for the future as well as creating 3-5 year plans, including replacement schedules for equipment. When the department heads are budgeting they prioritize providing responsive public health and safety services to the residents of Manteno. The General Fund has 2-6 months of operating expenses and the sewer fund has 2-3 months of operating expenses in the event of emergencies or economic decline. The FY 2016-2017 budget is balanced.

Trustee Crockett in at 6:40 pm.

Trustee Boyce in at 6:55 pm.

Motion by Gesky, seconded by Phillips to adjourn the meeting and close the Public Hearing at 6:57. Motion approved 6-0.

Minutes respectfully submitted by Alisa Blanchette, Village Clerk.

**Village of Manteno
Board Meeting
April 18, 2016
7:00 p.m.**

Roll Call

Present:

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

Absent:

Also present:

Bernie Thompson: Chief of Police/Acting Village Administrator
Chris LaRocque: Director of Building and Zoning
Joe Cainkar: Village Attorney
Jim Hanley: Superintendent of Public Works
Janice Schulteis: Personnel/Resource Manager
Mike Stone: Village Engineer

Press Present:

Andrew Kriz: Herald

The meeting was called to order by the President, and upon the roll call being called, President Timothy O. Nugent, led those present in the Pledge of Allegiance.

Motion by Crockett, seconded by Gesky, to waive the reading of the minutes and approve the Regular Meeting and Committee of the Whole minutes from April 4, 2016 and the Committee of the Whole minutes from March 21, 2016. Motion approved. Trustees Martin, Crockett, Gesky and Phillips voted aye. Trustees Dole and Boyce abstained.

Public Participation:

None

Reports of Village Officials:

Village President's Report: Tim Nugent

- Dan Dralle and some of his softball players accepted a check from the Manteno Village for \$7,000 for the MYBSL baseball league and to improve the baseball fields at Heritage Park. The Village also had a \$3,000 check for the Village View TV who are in need of some new equipment.
- Consideration re: A motion to approve the Liquor, Amusement and Video Gaming Amusement Licenses for FY 16-17 as submitted by the Village Clerk. (B-#1)

- Ordinance 15-46- An Ordinance amending Title 3, Business Regulations, Chapter 9, Liquor, by changing Section 3-9-4, Fee, and Section 3-9-14, Limitation, and Section 3,9,21, Conditions on Class D license, of the Municipal Code for the Village of Manteno. This allows the class D liquor holders to change their closing time from midnight to two am. (B-#2)
- There has been a change in the e-waste policy. The company has started charging by the pound for e waste pick up. There are no longer any drop offs for e-waste pick up. If a resident has a pick up call the VH or public works department and they will pick up the waste at your house.
- The Village has put up the new street signs and stop signs. Please don't put anything (garage sale signs etc) on these posts as the paint comes off.

Village Administrator's Report: (Acting) Bernie Thompson

- Staci Wilken spoke before the board. She has submitted her resignation and thanked the Board for their support and friendship over the past three years. She will be working for the Kankakee Convention and Visitors Bureau out of the Municipal Bank Building. Congratulations to Staci.

Committee Reports:

Public Works and Utilities- Boyce

- Resolution 15-15, A Resolution for Maintenance of Streets and Highways by Municipality Under the Illinois Highway Code, (2016 MFT Street Maintenance Program) This will be to fix the roads on East Baker and South Watertower and an area on Maple and Park. Public Works looks for the worst roads. They are limited by money every year so have to prioritize which roads are the worst. (B-#7)
- Consideration re: A motion to authorize the village Administrator to advertise for bids for the 2016 MFT Street Maintenance Program. (B-#8)
- Ordinance 15-49, An Ordinance authorizing the Sale of Personal Property (Surplus Municipal Equipment). (B-#9)
- Consideration re: A motion to waive the competitive bidding requirements and authorize the purchase of a TYMCO Model 500 X High Side Dump Regenerative Air Sweeper from EJ Equipment, Manteno, IL for a cost not to exceed \$209,899.00. (Price includes a trade-in value of \$40,000). (C-#1)
- Consideration re: A motion to waive the competitive bidding requirements and authorize the purchase of 2016 TRX-44- Pro Slope Mower from Summit Mowers, New Albany, MS, for a cost to to exceed \$22,500.00. (C-#2)
- The next Public Works and Utilities meeting will be April 26 at 7 am.

Parks and Recreation- Martin

- Thursday May 5 from 4:00-7:00 will be the first farmers market.
- This Saturday is Manteno Community Clean Up Day.
- The next Parks and Recreation meeting will be April 20 at 7 pm. The meeting will start at Eddie Reed Park and move to Lucille Thies Park.

Public Safety and Health- Dole

- The next Public Safety meeting on 4/27 might be cancelled.
- There have been 7 thefts from vehicles this weekend. Lock your car and don't leave valuables in plain view.

- Golf cart inspections will be 5/19 from 4-7 at the Farmers Market or 5/21 fro 8-10 at the police department. You can also call the police department and request an inspection. The Golf cart parade will be June 17 at 6:45 starting at Heritage Park and ending at Main St for Music on Main. Decorate your golf cart and come enjoy the music.
- Sr. Safety meeting will be tomorrow. Sgt Cushman will talk about weather safety. Catholic Charities will also be there to talk about their assistance programs.

Planning and Zoning- Crockett

- The next Planning and Zoning Committee meeting is April 21 at 7 am.
- The next Planning and Zoning Commission meeting is May 10 at 6 pm.

Finance-Gesky

- Ordinance 15-47, An Ordinance to reallocate amounts within Funds between departments and utilize additional amounts from Fund Balances for FY 2015-2016 Budget. (B-#3)
- Ordinance 15-48, An Ordinance approving a Budget for the Village of Manteno for the Fiscal Year beginning May 1,2016 through April 30, 2017. Have discussed at multiple finance meetings along with a public hearing. The budget is balanced. (B-#4)
- Resolution 15-13: A Resolution approving the Declaration and Disbursement of Surplus Monies in Tax Increment Financing (TIF)Area #1. (B-#5)
- Resolution 15-14: A Resolution approving the Declaration and Disbursement of Surplus Monies in Tax increment Financing (TIF) Area #2. (B-#6)
- Payment of the bills in the amount of \$248,977.44(TIF #1 Bills of \$9,100.00) (D-#1)
- The next Finance meeting will be May 12 at 7 am.

General Government-Phillips

- None

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

Old Business: (A)

None

New Business: (B)

1. Consideration re: A motion to approve the Liquor, Amusement and Video Gaming Amusement Licenses for FY 16-17 as submitted by the Village Clerk.
2. Ordinance 15-46- An Ordinance amending Title 3, Business Regulations,Chapter 9, Liquor, by changing Section 3-9-4, Fee, and Section 3-9-14, Limitation, and Section 3,9,21, Conditions on Class D license, of the Municipal Code for the Village of Manteno.
3. Ordinance 15-47, An Ordinance to reallocate amounts within Funds between departments and utilize additional amounts from Fund Balances for FY 2015-2016 Budget.
4. Ordinance 15-48, An Ordinance approving a Budget for the Village of Manteno for the Fiscal Year beginning May 1,2016 through April 30, 2017.
5. Resolution 15-13: A Resolution approving the Declaration and Disbursement of Surplus Monies in Tax Increment Financing (TIF)Area #1.
6. Resolution 15-14: A Resolution approving the Declaration and Disbursement of Surplus Monies in Tax increment Financing (TIF) Area #2.

7. Resolution 15-15, A Resolution for Maintenance of Streets and Highways by Municipality Under the Illinois Highway Code, (2016 MFT Street Maintenance Program)
8. Consideration re: A motion to authorize the Village Administrator to advertise for bids for the 2016 MFT Street Maintenance Program.
9. Ordinance 15-49, An Ordinance authorizing the Sale of Personal Property (Surplus Municipal Equipment).

Awarding of Bids and Authorization to Purchase: (C)

- Consideration re: A motion to waive the competitive bidding requirements and authorize the purchase of a TYMCO Model 500 X High Side Dump Regenerative Air Sweeper from EJ Equipment, Manteno, IL for a cost not to exceed \$209,899.00. (Price includes a trade-in value of \$40,000).
- Consideration re: A motion to waive the competitive bidding requirements and authorize the purchase of 2016 TRX-44- Pro Slope Mower from Summit Mowers, New Albany, MS, for a cost to to exceed \$22,500.00.

Financial Reports: (D)

1. Consideration re: Motion to approve payment of the bills in the amount of \$248,977.44(TIF #1 Bills of \$9,100.00)

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

Motion by Martin, seconded by Gesky, to approve by an omnibus vote those ordinances, resolutions, motions and orders contained on the consent agenda. Motion approved 6-0.

Comments:

Trustee Boyce: Congratulations to Staci, you will be missed.

Trustee Gesky: Congrats to Staci. Typically the Village doesn't give money to baseball every year as they do some other organizations.

Trustee Crockett: Congrats Staci. You were very professional and the events were very successful.

Trustee Dole: Congrats Staci. Bring gloves and a grabber for Clean up day if you have one.

Trustee Martin: Congrats Staci.

Trustee Phillips: Congrats Staci.

President Nugent: Congrats Staci. You made the job and events fun. Good luck.

Motion by Phillips, seconded by Dole to adjourn the meeting at 7:35. Motion approved 6-0.

Minutes respectfully submitted by Alisa Blanchette, Village Clerk.