

VILLAGE OF PEOTONE
REGULAR VILLAGE BOARD
MINUTES OF SEPTEMBER 28, 2020

THE PLEDGE OF ALLEGIANCE WAS LED BY THE ACTING VILLAGE PRESIDENT, PETER MARCH.

PLEDGE OF ALLEGIANCE

THE REGULAR MEETING OF THE PEOTONE VILLAGE BOARD OF TRUSTEES WAS CALLED TO ORDER AT 6:00 P.M. AT THE MUNICIPAL COMPLEX HALL, 208 E. MAIN STREET, PEOTONE, ILLINOIS; THE ACTING VILLAGE PRESIDENT, PETER MARCH, PRESIDING. THE FOLLOWING BOARD MEMBERS ANSWERED ROLL CALL: MS. MAREVKA, MR. JONES, MS. SLUIS, MR. PARKER, MR. HAMM, AND MR. BOWDEN. ALSO PRESENT WERE THE VILLAGE CLERK, VILLAGE ADMINISTRATOR, ATTORNEY, ENGINEER, CHIEF, MR. HENNKE, MS. HAMANN, MS. MEILS, MR. STANKUS, FIRE CHIEF SCHREIBER AND MEMBERS OF THE PEOTONE FIRE DISTRICT.

CALL TO ORDER

ROLL CALL

MOTION BY MAREVKA, SECONDED BY HAMM, TO APPROVE THE MINUTES OF THE SEPTEMBER 14, 2020, REGULAR VILLAGE BOARD MEETING AS WRITTEN. MAREVKA, HAMM, BOWDEN, PARKER, SLUIS, AND JONES VOTING AYE; MOTION CARRIED.

MINUTES

MOTION BY PARKER, SECONDED BY MAREVKA, TO APPROVE THE PAYROLL AND TO APPROVE THE ACCOUNTS PAYABLE IN ALL CATEGORIZED FUNDS AS PRESENTED. PARKER, MAREVKA, JONES, SLUIS, HAMM AND BOWDEN VOTING AYE; MOTION CARRIED.

PAYROLL & ACCTS. PAYABLE

PUBLIC COMMENT - THE AQUA UPDATE WAS GIVEN BY TRACEY AND ANGIE. RAILROAD COMMENTS FOR THE PERMIT HAVE BEEN ANSWERED. THE WATER SAMPLES HAVE PASSED AND SERVICE TRANSFERS WILL BE DONE THIS WEEK. THE VILLAGE REPAVING PROJECT BEGAN WITH SAW-CUTTING TODAY AND AQUA IS STAYING OUT OF THEIR WAY.

PUBLIC COMMENT

ADMINISTRATOR REPORT - THE ADMINISTRATOR REPORTED ON THE NEW BUSINESS ACTIVITY, THE MEETINGS ATTENDED, AND THE GRANTS WHICH HAVE BEEN APPLIED FOR AND FUTURE GRANTS, AND THE DOWNTOWN REVITALIZATION.

REPORTS

POLICE CHIEF REPORT - NONE

ENGINEER REPORT - THE ENGINEER REPORTED THAT THE CONCRETE WORK FOR THE CORNING AVENUE REPAVING PROJECT HAS BEGUN.

PUBLIC WORKS REPORT - MR. HENNKE REPORTED THAT LEAF COLLECTION WOULD BEGIN OCTOBER 19th AND BRANCH PICK-UP WOULD END THE LAST WEEK OF OCTOBER. HE REPORTED THE CONTINUED WORK ON THE FENCE SLATS AND LANDSCAPING AT THE NEW PUBLIC WORKS BUILDING. THE FOAM INSTALLATION WOULD BEGIN FRIDAY ON THE DPW BUILDING. NICOR WAS WORKING ON THE GAS LINE INSTALLATION LAST WEEK.

TREASURER REPORT - MS. HAMANN REPORTED THAT VIDEO GAMING REVENUE BEGAN AGAIN IN AUGUST. WE HAVE A POSITIVE REVENUE OF 20% THIS MONTH. INVESTMENT INTEREST IS DOWN AND WE NEED TO TRANSITION INTO SOMETHING BETTER.

FIRE CHIEF SCHREIBER HAS ANNOUNCED HIS OCTOBER RETIREMENT FROM THE PEOTONE FIRE PROTECTION DISTRICT. A PROCLAMATION WAS READ BY THE VILLAGE PRESIDENT ACKNOWLEDGING CHIEF SCHREIBER FOR HIS MANY YEARS OF SERVICE TO THE VILLAGE OF PEOTONE.

**PROCLAMATION
SCHREIBER**

MOTION BY MAREVKA, SECONDED BY SLUIS, TO APPROVE THE PROCLAMATION ACKNOWLEDGING FIRE CHIEF SCHREIBER'S MANY YEARS OF SERVICE TO THE VILLAGE OF

PEOTONE. MAREVKA, SLUIS, PARKER, HAMM, BOWDEN, AND JONES VOTING AYE
MOTION CARRIED.

JACKE MEILS, A CPA WITH SKDO, PC – THE VILLAGE AUDITING SERVICE, PRESENTED THE 2019/2020 VILLAGE AUDIT. MS. MEILS EXPLAINED THE AUDIT REPORT IN DETAIL AND STATED THAT EVERYTHING LOOKED FINE. ONE NOTE THAT WAS MADE WAS THAT THERE WAS A LACK OF SEGREGATION OF DUTIES IN THE BOOKKEEPING FUNCTION AND INADEQUATE CHECKS AND BALANCES TO MITIGATE THE LACK OF SEGREGATION OF DUTIES THROUGHOUT THE FISCAL YEAR. THE RECOMMENDATION WAS TO CONSIDER HAVING MANAGEMENT REGULARLY REVIEW THE BANK RECONCILIATIONS AND FINANCIAL REPORTS AND DOCUMENT SUCH REVIEW. THE MANAGEMENT’S RESPONSE WAS TO HAVE A MEMBER OF MANAGEMENT, SUCH AS THE VILLAGE ADMINISTRATOR, REVIEW AND SIGN OFF ON THE BANK RECONCILIATIONS AND FINANCIAL REPORTS.

MEILS / AUDIT

MOTION BY BOWDEN, SECONDED BY JONES, TO ACCEPT THE AUDIT AS PRESENTED. BOWDEN, JONES, MAREVKA, SLUIS, PARKER, AND HAMM VOTING AYE; MOTION CARRIED.

MR. CASTILLO JOINED THE MEETING BY TELEPHONE TO SPEAK REGARDING THE CHICAGO METROPOLITAN PANNING COUNCIL / PEOTONE PRIORITIES PLAN. HE STATED THAT HE HAD BEEN WORKING WITH THE ADMINISTRATOR AND THE PRESIDENT ON THE PRIORITIES PLAN. HE EXPECTED A DRAFT DOCUMENT BY THE END OF DECEMBER AND AN END DATE FOR THE PROJECT BY MARCH OF 2021.

PEOTONE PRIORITIES PLAN

THE ADMINISTRATOR GAVE AN UPDATE ON THE CARES GRANT WHICH WAS APPLIED FOR TO REIMBURSE THE VILLAGE FOR COVID-19 RELATED EXPENSES. SOME ITEMS ON THE FIRST LIST SUBMITTED WERE NOT ALLOWABLE. NOW WE CAN SUBMIT POLICE SALARIES. THE GRANT TOTAL OF COVID RELATED EXPENSES WHICH CAN BE SUBMITTED IS \$173,000.00. THE ADMINISTRATOR STATED THAT FEMA HAS A PROGRAM WE CAN TRY FOR ALSO.

CARES GRANT

THE RESOLUTION IS IN SUPPORT OF SUBMITTING AN APPLICATION TO THE ILLINOIS DEPARTMENT OF TRANSPORTATION FOR FUNDING FOR THE ILLINOIS TRANSPORTATION ENHANCEMENT PROGRAM FOR THE PEOTONE-WILMINGTON ROAD PEDESTRIAN FACILITY.

**RES. 20-R08
ITEP**

MOTION BY JONES, SECONDED BY HAMM, TO PASS RESOLUTION 20-R08 – A RESOLUTION SUPPORTING SUBMISSION OF AN APPLICATION TO THE ILLINOIS DEPARTMENT OF TRANSPORTATION (IDOT) FOR FUNDING FOR THE 2020/2021 ILLINOIS TRANSPORTATION ENHANCEMENT PROGRAM (ITEP). JONES, HAMM, PARKER, BOWDEN, SLUIS AND MAREVKA VOTING AYE; MOTION CARRIED.

OSHA HAD INSPECTED THE VILLAGE FACILITY A FEW WEEKS AGO AND HAVE REQUIRED SEVERAL PLANS TO BE IMPLEMENTED BY THE VILLAGE; 1. A HAZARD COMMUNICATIONS PLAN, 2. A RESPIRATORY PROTECTION PLAN, AND 3. AN EMERGENCY MANAGEMENT PLAN.

PUBLIC WORKS PLAN

MOTION BY MAREVKA, SECONDED BY SLUIS, TO APPROVE THE PUBLIC WORKS DEPARTMENT PLANS FOR HAZARD COMMUNICATIONS, RESPIRATORY PROTECTION, AND EMERGENCY MANAGEMENT PLAN. MAREVKA, SLUIS, PARKER, HAMM, BOWDEN, AND JONES VOTING AYE; MOTION CARRIED.

THE CHRISTMAS IN THE VILLAGE EVENT COMMISSION RECOMMENDS THAT THE 2020 DOWNTOWN CHRISTMAS IN THE VILLAGE EVENT BE CANCELLED. A DECISION FOR THE PARADE SHOULD BE MADE IN NOVEMBER.

**XMAS IN THE VILLAGE
ACTIVITIES CANCELLED**

MOTION BY JONES, SECONDED BY BOWDEN, TO CANCEL THE 2020 CHRISTMAS IN THE VILLAGE DOWNTOWN EVENT AND REVISIT THE PARADE EVENT IN NOVEMBER. JONES, BOWDEN, HAMM, PARKER, SLUIS, AND MAREVKA VOTING AYE; MOTION CARRIED.

MOTION BY JONES, SECONDED BY MAREVKA, TO SET THE DATE FOR THE 2021 CHRISTMAS IN THE VILLAGE EVENT FOR DECEMBER 11, 2021. JONES, MAREVKA, BOWDEN, HAMM, PARKER, AND SLUIS VOTING AYE; MOTION CARRIED.

2021 XMAS IN THE VILLAGE

MOTION BY MAREVKA, SECONDED BY HAMM, TO APPOINT NANCY CROSS, PETER MARCH, MIKE JONES, STEVE STEIN, AND TAMMY COWGER TO SERVE UNTIL THE END OF 2021 ON THE CHRISTMAS IN THE VILLAGE EVENT COMMISSION. MAREVKA, HAMM, PARKER, BOWDEN, SLUIS, AND JONES VOTING AYE; MOTION CARRIED.

COMMISSION APPOINTMENT

THE CANDIDATE ELECTION PACKETS ARE AVAILABLE.

LEAF PICK-UP OCTOBER 19th THROUGH DECEMBER 4th (WEATHER PERMITTING)

BRANCH PICK-UP ENDS THE LAST WEEK OF OCTOBER.

THE NEW BEAUTIFICATION COMMITTEE WILL SPONSOR A SCARECROW BUILDING ACTIVITY ON OCTOBER 8th AT THE OLD MILL.

THE CAPITAL IMPROVEMENT FUND WAS DISCUSSED AS IT RELATED TO ONLY AVAILABLE FOR BUILDING A VILLAGE HALL. THE PRESIDENT REQUESTED THAT THE ADMINISTRATIVE OVERSIGHT COMMITTEE START WORKING ON NEXT YEAR'S BUDGET NOW AND TO INCLUDE THAT ITEM ON THE AGENDA.

THE PRESIDENT STATED THAT HE WAS GOING TO MEET WITH SENATOR JOYCE AND CONGRESSMAN KINZINGER.

ANNOUNCEMENTS

MOTION BY JONES, SECONDED BY PARKER, TO ADJOURN THE REGULAR MEETING OF THE PEOTONE VILLAGE BOARD OF TRUSTEES AT 7:11 P.M. JONES, PARKER, HAMM, BOWDEN, SLUIS, AND MAREVKA VOTING AYE; MOTION CARRIED.

ADJOURNMENT

Donna Werner
Village Clerk