

Village of Chadwick
225 Main Street
PO Box 385
Chadwick, IL 61014

Meeting Minutes of the Board of Trustees
Held on June 5, 2017 at 7:30pm

The Village Board of Trustees met in regular session at 7:30 being called to order by Village President Kim Hinrichs.

Hinrichs asked that Janice Parish please take notes for the meeting.

The meeting was opened with Roll Call. Board members present Lief, Maddalone, Morgan, Nelson, Newstrand and Williams. Village President Kim Hinrichs presiding over the meeting.

Pledge of allegiance ensued and led by the Village President Kim Hinrichs.

Minutes from the May 1, 2017 meeting were presented. After review, Morgan stated that on page four the last paragraph was opinions and opinions do not belong in the minutes. Morgan then motioned to approve the minutes with the last paragraph page 4 stuck out. Maddalone second. Roll call taken:

Ayes: Morgan and Madelone

Nays: Leif, Nelson, Newstrand and Williams

Motion Failed

Leif Motioned to approve the May 1, 2017 minutes excluding the bills listed. Williams seconded. Roll call taken:

Ayes: Leif, Williams, Nelson and Newstrand

Nays: Maddalone and Morgan

Motion Passed

Minutes from the May 4, 2017 meeting were presented. After review, Leif then motioned to approve the minutes as presented. Newstrand seconded. Roll call taken:

Ayes: Leif, Newstrand, Nelson and Williams

Nays: Maddalone and Morgan

Motion Passed

Minutes from the May 16, 2017 meeting were presented. After review, Leif then motioned to approve the minutes as presented. Newstrand second. Roll call taken:

Ayes: Leif, Newstrand, Maddalone, Nelson, and Williams

Nays: Morgan

Motion Passed

Morgan presented a list of bills for approval. Leif asked when the finance meeting was held. Morgan stated there was not finance committee. Leif asked how can the Board approve bills without a finance meeting and without a budget. Mitchell stated that the Village is not required to have a budget and they could still present the bills for payment. Morgan read the bills presented. They are as follows:

Chadwick Oil and Ag \$494.13

Chadwick Oil and Ag \$174.80

Inez Meier	\$500.00
Chadwick Special Events	\$300.00
Fred Bergman	\$1,720.00
Fred Bergman	\$5,000.00
Scott Marth	\$5,000.00
Scott Marth	\$1,600.00
Scott Marth	\$640.00
Scott Marth	\$2,300.00
Mark Hinrichs	\$967.50
Byvick Lawn Care	\$75.00
Company One	\$147.00
Company One	\$235.10
JoCarroll Energy	\$165.76
Mediacom	\$81.04
Nicor	\$83.65
HD Waterworks Supply	\$518.27
Health Alliance	\$887.61
Milledgeville Farmers Elevator	\$47.52
Moring Disposal	\$2,539.20
USA Blue Book	\$279.35
Fred Bergman	\$1,720.00
Mark Hinrichs	\$847.50

Leif asked why the Village would be paying Scott Marth \$5,000 for retirement when did not sign his contract. Morgan motioned to approve the bills as presented. Maddalone second.

Leif stated that Marth only worked for two weeks into May and since he did not sign a contract he should not receive the \$5000.00 for retirement. Newstrand stated that the fiscal year runs from May 1 to April 30. Henrich stated that since Marth did not have a signed contract he would fall under the employee handbook. It was discussed to remove Marth's (not include the regular payroll) for further review. Leif stated that Bergman's should be removed also. The retirement was to be paid in two increments, half in the first quarter and half in the forth quarter. Maddalone Seconded. Roll call taken:

Ayes: Morgan and Maddalone

Nays: Leif, Nelson, Newstrand and Williams

Motion Failed

Hinrichs then copied the list of bills and handed them out to the Board. After review it was questioned why only 1 JoCarroll Electric bill was presented and found discrepancies with some of the bills on the list having already been paid or approved. Nelson then read out of the code book stating that employees will not be paid any unused vacation. She also read that personal days must have been used prior to May 1. It was also stated that Marth did not received vacation pay because he had less than one year of service. Nelson questioned the cost for Health Alliance. Leif stated that the Village needs to at least approve payment for payroll. After discussion, Leif motioned to pay:

Chadwick Oil and Ag	\$494.13
Chadwick Oil and Ag	\$174.80
Fred Bergman	\$1,720.00
Scott Marth	\$1,600.00
Mark Hinrichs	\$967.50

Company One	\$147.00
Company One	\$235.10
JoCarroll Energy	\$165.76
Mediacom	\$81.04
Nicor	\$83.65
HD Waterworks Supply	\$518.27
Health Alliance	\$887.61
Milledgeville Farmers Elevator	\$47.52
Moring Disposal	\$2,539.20
USA Blue Book	\$279.35
Fred Bergman	\$1,720.00
Mark Hinrichs	\$847.50

Nelson second. Roll call vote:

Ayes: Leif, Nelson, Maddalone, Morgan, Newstrand and Williams

Nays: None

Motion Passed

There was no Treasure's Report to present. Leif asked why Wipfli would not send one out. Hinrichs stated that she did not know.

Hinrichs told the Board she would like to appoint Jean Matheson as Village Treasurer. Questions were asked about Matheson's qualifications. Hinrichs then stated she would like to appoint Amanda Promenschenkel. Lief asked if Dawn Holland could be considered for Treasurer. Hinrichs stated that she had spoken with Holland and that she was not interested. Holland stated that she would help the Village if needed but if they had someone that was qualified and willing to take the position to please move forward. Hinrichs stated that Promenschenkel has previously worked at a CPA's office and has bank experience. Newstrand asked that if Promenschenkel needed help if she could ask Holland. All agreed. Morgan motioned to appoint Promenschenkel as the Village Treasurer. Maddalone seconded. Roll call vote:

Ayes: Morgan, Maddalone, Nelson, and Newstrand

Nays: Leif and Williams

Motion Passed

Hinrich's stated that she has spoken with Amiee Marruffo about the Village Clerk position and that she would possibly be interested in the future. She is currently taking an EMT class and is not available on Monday nights. Hinrich's then asked Holland if she would be willing to help by filling the Village Clerk position. Holland said she would help. Hinrichs then appointed Dawn Holland as Village Clerk. Leif motioned to appoint Dawn Holland as Village Clerk to fill a two year term. Newstrand Seconded. Roll call vote:

Ayes: Leif, Newstrand, Maddalone, Morgan, Nelson and Williams

Nays: None

Motion Passed.

At this point Dawn Holland replaced Janice Parish for taking the minutes.

The next item on the agenda was the appointment of the Liquor Commissioner. It was stated that normally the Mayor would be the Liquor Commissioner but because the Mayor has a Liquor License she is not able to be the Liquor Commissioner. If the Mayor can not be the Liquor Commissioner by state statute it needs to be an attorney. Morgan motioned to utilize the Village Attorney as the Village

Liquor Commissioner. Newstrand seconded.

Williams stated that the village should appoint an attorney before they appoint him as the Liquor Commissioner. Hinrichs appointed Ed Mitchell as the Village Attorney. Morgan motioned to appoint Ed Mitchell as Village Attorney. Maddalone seconded. Mitchell express concern that the village is planing to reduce the attorney position to \$200.00 per month and with the two cases that are still active that it takes a lot of extra time so his bill for this quarter is going to be substantial. If in the future the village wants to scale down that it is fine. He then asked if having the large bill is going to be an issue. Leif stated the her issue is the amount of time it has taken to work on the Schmitt and Nelson cases and nothing gets finished. She doesn't think he works in the Village's best interest. Williams stated that he agreed with Leif. He feels that Mitchell could have better informed the Board. Newstrand stated that he did not want to have to pay a new attorney to catch up on the pending cases.

Roll call vote:

Ayes: Morgan, Maddalone, and Newstrand

Nays: Leif and Williams

Abstain: Nelson

Motion Passed

Morgan motioned to utilize the Village Attorney as the Liquor Commissioner for the Village of Chadwick. Maddalone Seconded.

Williams motioned to amend the motion to include it be revisit the Liquor Commissioner appointment in three months. Leif Seconded. Roll call vote: Roll call vote:

Ayes: Willams, Leif, Nelson, and Newstrand

Nays: Maddalone and Morgan

Motion Passed

The Board then voted on the original motion as amended of appointing the Village Attorney as the Liquor Commissioner and revisiting in three months. Roll Call vote:

Ayes: Morgan, Maddalone, Nelson, Newstrand and Williams

Nays: Leif

Motion Passed

The next items on the agenda are the Committee Reports.

Williams reported on Parks and Trees. He state that one resident has two ash trees. One needs to be taken down but the resident would like to remove the smaller tree and treat the larger tree at his expense not the village's. The diamond at Handel park will continue to be mowed until there is a need. William's said that Fred and Mark can start the removal of trees. They will start to ID the trees for removal. Leif has a list of trees.

Newstrand reported on Economic Development. Newstrand motioned, rewording the Beautification Project policy to include past employees and past board members not be eligible to receive funds from the Beautification Program payout for 2 years past the last date of employment or removal. Nelson Seconded. Roll call vote:

Ayes: Newstrand, Nelson, Leif Maddalone, Morgan and Williams

Nays: None

Motion Passed

Police, License & Liquor was the next committee discussed. It was stated that the committee did not have a meeting. There was discussion about the Police Chief position and if it should be a full or part time position. Morgan stated that the board needs to post the job opening and that he does not want to violate the 1972 Equal Employment Opportunity Act. The Police Committee will get together this month and make a recommendation. Williams Stated that he feels some of the Board members are being left out of the committee meetings. Officer Randy Craft informed the Board that they could take applications and appoint an interim Police Chief until a decision has been made. When asked if he would be interested in the position, he said that he would but would not be able to guarantee the Village hours due to his other commitments. Nelson motioned to appoint Randy Craft as interim Police Chief for 60 days. Newstrand seconded. Roll call vote:

Ayes: Nelson, Newstrand, Leif, Maddalone, Morgan and Williams

Nays: None

Motion Passed

Morgan motioned that the Interim Police Chief receive equal pay as John Looney (\$16.00 per hour) for 60 days. Newstrand seconded. Roll call vote:

Ayes: Morgan, Newstrand, Leif, Maddalone, Nelson, and Williams

Nays: None

Motion Passed

Morgan stated that he would put a committee meeting together. Williams stated that he has talked to Jim Bibler with the Lions club about the vote to approve a liquor license last month. Williams stated that after review of the code that the motion was improper. Williams made a motion to rescind the motion made at the previous meeting approving the issuance of the liquor license for the Lions Club. This item to be address under old business.

Water and Sewer Committee did not have a meeting. Morgan will post meeting notice. Williams asked why the hydrant at the corner of Plummer and 40 is not temporarily out of use. Mark Hinrichs stated that it is not working and someone is coming to fix it on June 26th @ 10:30.

Morgan stated that there was no Finance Meeting. A meeting will be schedule to look at the budget that was presented by Nelson.

Streets and sidewalk Committee did not have a meeting. Leif stated Meador needs to come and finish his work that he was already paid for. Morgan stated that Meador was only paid for the work that has been completed.

Under Old Business Hinrichs asked Craft if the background check had been completed on Bibler. Craft stated that it had. Williams said that Jim Bibler on behalf of the Lions Club would like to be put on the agenda for the committee meeting. He will have all of the documents ready for the liquor license at the July 3th meeting. He will have the signed lease, bond, insurance and the BASSET certificate signed. Williams moved to rescind the motion that was made to approve the application for the liquor license at the last meeting because it was illegal. He was not aware of it at the time but has looked into it further. Leif seconded. Roll call vote:

Ayes: Williams, Leif, Nelson & Newstrand

Nays: Morgan

Abstain: Madelone

Motion Passed

Morgan stated that field water had been draining into the lagoon and that about 6 feet of storm sewer

has been repaired.

Williams stated that he had asked the village employees not to mow the waterway (on village property along route 40). He said that Rahn's have always done it in the past for the FFA. The lawn mower is a \$9,000.000 piece of equipment and mowing the waterway will damage it and leave ruts in the ground. He then stated that after he asked the employees not to mow it that Hinrichs told them to continue to mow it and that the employees take instruction from her. Hinrichs stated that she had spoken with Anette Rahn. Morgan stated the the waterway needs to be kept mower to help prevent the overflow of water from running into the manhole. Williams has 1st and 2nd offense letters letters for Fred and Mark. Mark was given his. Hinrichs stated that they did not have to worry about Fred's because he quit and his last day will be Friday June 9, 2017.

No update on sidewalk repairs.

The proposed budget will be discussed at the next finance meeting. No action taken.

Hinrichs stated that Promenschenkel needs to get with Wipfli. Leif said that she will need to get bonded and have her name put on the bank accounts first. Newstrand motioned that the paperwork be returned from Wipfli to the Village Hall within 7 days. Williams seconded. Roll call vote:

Ayes: Newstrand, Williams, Leif, and Nelson

Nays: Maddalone and Morgan

Motion Passed

Hinrichs stated that MSA submitted a bill for \$43,000.00 and asked who approved it? Morgan said it was for services in January through April. Hinrichs will call MSA and request a breakdown of the bill. Newstrand motioned to table the bill. Nelson Seconded. Roll call vote:

Ayes: Newstrand, Nelson, Leif Maddalone, Morgan and Williams

Nays: None

Motion Passed

Barb Welch introduced herself to the Board and presented a petition to hold a community meeting on June 12, 2017 @ 6:30. The meeting will be held and the Lions Club Building. She asked that everyone be at the meeting to answer questions from the public. Leif expressed concerns that the meeting would need to be posted if they were to discuss village business. Welch stated that the Board needed to work together and not have such animosity toward each other. That they needed to love one another. Leif said that the animosity started when committee assignments were handed out and not everyone was on a committee. Hinrichs stated that she would post the meeting notice.

Newstrand questioned who authorized changing the lock on village hall. Hinrichs stated that she asked Morgan to purchase and install the lock. Morgan stated that no other communities let people Board members inside where chemicals are stored. Hinrichs stated that supplies and stuff have been taken and that is why she authorized him to purchase the lock. Hinrichs stated she does not have the code for the building. Morgan stated if certain chemicals mate it would clear anything in its path. Mayor Carl Bates of Mt Carroll stated that in Mt Carroll that Aldermen and the Mayor have keys to the village hall but the situation is a little different because the village hall in Mt Carroll is staffed during the day so it is open. People are not in the building after hours. He stated that he feels it is important to for everyone to get along to help the community. Bates stated he is here to help. Everything is public record. The Board needs to look forward. The hardest part is trying to manage with what we have. Money is always an issue. When asked how he does committee assignments he stated that everyone

has a part and as a general rule he does not assign new person as a committee chair.

Annual Appropriation Ordinance # 543 was presented to the board for review. Mitchell stated that it 105% increase across the board. Leif asked if the line item is listed in the appropriation form if it must be used. Mitchell stated that it did not. The Annual Appropriation in a tool used to calculate real estate taxes. When doing the budget the appropriation line items can be removed. Newstrand asked if it was just a max for any line item from any source and Mitchell said that it was that you do not have to use the all the money in the line item but you can not exceed it. Nelson motioned to approve the Annual Appropriation Ordinance #543 as written. Leif seconded. Roll call vote:

Ayes: Nelson, Leif, Maddalone, Morgan, Newstrand and Nelson
Nays: None
Motion Passed

The next ordinance that was handed out by Mitchell was the Prevailing Wage Act #544. After review Leif motioned to pass the ordinance as presented. Nelson seconded. Roll call vote:

Ayes: Leif, Nelson, Maddalone, Morgan, Newstrand and Williams.
Nays: None
Motion Passed

Maddalone asked if the Clerk can sign prior to being bonded. Mitchell stated she can sign but he will will hold/not file the ordinances until Holland has been bonded.

Mitchell updated the Board on the status of the Schmitt building lawsuit. A claim was filed against Schmitt and Schmitt filed a counter claim against the Village. The Village insurance then filed a motion that the counter claim should be dismissed and there was an oral argument a few days ago and it has been continued to June 30, 2017 @ 1:30. The Village has since received a letter from Schmitt to settle. Schmitt agreed to take the front building down but leave the back two remaining. It was stated that Schmitt drove on the church lawn and over the water stem and drove it into the ground. Leif motioned to accept the letter from Schmitt. Williams seconded. Roll call vote:

Ayes: Leif, Williams, Maddalone, Morgan, Nelson and Newstrand
Nays: None
Motion Passed

Mitchell stated that on the Nelson matter Nelson's attorney filed an appeal. Our brief is due tomorrow and then Nelson's will have until June 20th to reply to that.

Newstrand motioned to go into executive session to discuss pending litigation. Leif seconded. Roll call vote:

Ayes: Newstrand, Leif and Williams
Nays: Maddalone and Morgan
Abstain: Nelson
Motion Passed

The Board reconvened into regular session. Newstrand motioned to table the discussion for the Nelson appeal until Nelson's attorney (Lester Weinstein) could come to the table. Leif seconded. Roll call vote:

Ayes: Newstrand, Leif, Morgan and Williams
Nays: Maddalone
Abstain: Nelson
Motion Passed

Discussion on the livestock ordinance was tabled.

Leif motioned to go into executive session to discuss personnel. Newstrand seconded. Whitney stated that to go into executive session you would have to give a valid reason, not just to discuss personnel. Mitchell stated that they could go into executive session under 5ILCS120/2. Kim stated that Bergman has quit and his last day will be Friday June 9, 2017. Questions were asked about Nancy Gable and it was unsure if she is an employee of the village or if she is a subcontractor. Newstrand stated when talking with Gable she said that she does not work for the Board she works for Kim.

Leif rescinds motion.

Leif stated that per the code book, the Public comment should be moved up in the agenda.

Williams stated that he has been reviewing things and he had a few concerns he would like addresses. They are:

- He noticed that the village approved a payment to Bushmans on February 1, 2016 and then again on April 4, 2016 in the amount of \$1,245.51. He would like to see a copy of the invoice.
- He asked about a no gun sign posted outside of village hall. Hinrichs said she has it and it just needed to be put up.
- When employees are operating the mower, the roll bar should be up. It is a safety issue.
- He has seen the mower being driven down Route 40. He asked that alternate routes be taken and only cross 40 when needed. This is also a safety issue.
- He would like city employees to wear seat belts when working

Leif stated that when reading meters, rather than to drive and stop at every house to park and walk the block and then park on the next block.

Under public report Mark Hinrichs became vocal toward Lief and Nelson of the board members. He was asked to leave and followed out by Police Chief Randy Craft.

Maddalone asked about Nancy Gable. Leif stated that Miller brought Gable's name to the Board and that the Village Board voted and hired her. It is also in the minutes.

Leif brought up the code for the door again. Hinrichs stated the committee chairs could have the code. Lief stated that Morgan is superseding his authority. Morgan purchased the lock and that she authorized it. Morgan stated that if Board members would like to have access to village hall that they could give Morgan 4 numbers for a code and he would program the lock. Then they would know who was in the building and when.

OMA/FOIA training was brought up by Bates. He just wanted to make sure each new official knew they needed to complete the online training.

Morgan will set up a water/sewer committee this week.

Leif motioned to adjourn at 10:25pm

Minutes respectfully submitted by Dawn Holland