

Village of Peoria Heights
Departmental Committee Meeting

March 5, 2019

The meeting was called to order at 6:00 pm.

Everyone stood for the Pledge to the Flag.

Upon roll call, the following Trustees were present: Goett, Dan Mariscal, Diane Mariscal, Reichert, and Carter. Trustee Harn was absent. Others present include: Mayor Phelan, Administrator Sutton, Deputy Clerk Witbracht, Michael Casey, Dave Marfell, and Stephanie Turner.

Trustee Goett made a motion to approve the minutes from February 26, 2019. Trustee Dan Mariscal 2nd the motion which passed 5-0.

Comments from the Audience: There were no comments.

Old Business: No old business was discussed.

New Business:

- Administration: Administrator Sutton explained that the board will review department by department to see if there are any questions. Trustee Diane Mariscal inquired about the Intergovernmental Agreement line item. Under Administration, Trustee Carter inquired about the building's addition line item, which has been deleted and moved to another item. It was noted that there was a huge savings on health insurance. There were also some questions on admin's salaries. There were questions on the increase on economic development which is Houseal Lavigne. It was also discussed the \$5,000 increase for the Chamber of Commerce. Administrator Sutton explained that an audit will have to take place. The trustees would like to see legal services line item get reduced. There were also some questions on health insurance. Under the Fire Department, there were some questions on vehicle maintenance. Under the Police Department, there were some questions on the police station support staff. Trustee Carter inquired about the building's maintenance line and how the squad car is in relation to the line item. There were also questions on equipment and professional services. Mayor Phelan added that he like the direction the Chamber is going but would support a policy for spending if the board wishes to do so. Administrator Sutton reminded everyone about the surplus in the budget. Trustee Deb Reichert inquired if Village Hall needs a new roof, and Administrator Sutton explained that he is working on getting a quote and that it is in the budget. There is a possibility that a long-term solution may need put in place, and he is interested in addressing a short-term issue. Administrator Sutton explained that Telecommunications is related to the Peoria dispatch contract. Under Street, it was pointed out that the garage will need a new roof and that Richwoods Township will help pay a portion. Stephanie cleared up the difference between the street lighting line item and street lighting and traffic control. Michael Casey also explained that Prospect will be seal coated this year. He also

explained that Gardner Ln. is a county highway and that the village does not do road maintenance and maintained by the county. He also explained that he is asking for a mill. Michael Casey also explained to Trustee Mariscal that Katie Kim will be in charge of paying all infrastructure for the PH Samuel project. Stephanie confirmed that there are 2 positions currently budgeted for public works/water for summer interns. Mayor Phelan would like them to work 40 hours and see 4 interns budgeted. Dave Marfell would like to hire a part-time person to take care of the flowers in Tower Park. Michael Casey would like to see the businesses adopt-a-pot. Administrator Sutton will meet with Public Works and Admin to come up with an action plan for summer help for public works and Tower Park. Mayor Phelan added that all summer help will be students of the Heights. Under Tower Park, Stephanie explained that salaries will cover 4 employees. It was questioned why maintenance was so low, however there were no major repairs last year, where the previous year had many more maintenance repairs. Trustee Goett is happy with Kone but would like to see it reviewed. Trustee Carter inquired about parks maintenance which consists of flowers. Stephanie explained that the street department also has a line item for flowers. Trustee Carter also inquired about the Tower Park Event line- item, and Trustee Mariscal would like to see the Chamber of Commerce get involved with helping to sponsor. Under the Business Development District, Stephanie confirmed that the boundaries of these businesses are rich in producing business. Mayor Phelan is pleased with the success of the Business Development Advisory Committee. Under MFT, road maintenance will be completed. Under Police Pension, Stephanie explained that they hit their legal mark which will allow them to invest in high-yield markets. Stephanie explained that they are still underfunded and need the contribution from the tax levy. Under Waterworks, there were no comments. Everyone was encouraged to get ahold of Administrator Sutton with any comments. Trustee Dan Mariscal made a motion to approve a Special Use Approval for Heights Flowers. Trustee Goett seconded which approved 5-0.

- Payment of Bills: Trustee Goett made a motion to approve the payment of bills as presented. Trustee Dan Mariscal 2nd the motion and it passed with a 5-0 vote.

Trustee Goett made a motion for the board to go into Executive Session at 7:22pm. Trustee Diane Mariscal 2nd the motion which passed with a 5-0 vote.

The meeting was adjourned at 8:10pm with a motion by Trustee Goett and a second by Trustee Dan Mariscal. The motion was passed 5-0.

Michael E Phelan, Mayor
Clerk

Sarah Witbracht, Deputy Village

