

Village of Peoria Heights
Departmental Meeting
April 7, 2020

The meeting was called to order at 6:04 p.m.

Everyone stood for a moment of silence and the Pledge to the Flag.

Upon calling roll, the following Trustees were present: Sherryl Carter, Diane Mariscal, Beth Khazzam, Jeff Goett, Brandon Wisenburg, and Sarah DeVore. Trustees Carter, Mariscal, Khazzam, and DeVore attended by phone. Others present included Mayor Michael Phelan, Village Administrator and Chief of Police Dustin Sutton, Village Clerk Stephanie Turner, and Village Counsel Attorney Mark Walton.

Mayor Phelan opened the meeting to public comment. Hearing no public comments, Mayor Phelan moved on to the next agenda item. Trustee Goett made a motion to approve the minutes from meetings on Tuesday, February 18, 2020, Tuesday, February 25, 2020, Tuesday, March 3, 2020, and Thursday, March 19, 2020. Trustee Wisenburg seconded the motion. The minutes passed 6-0.

Trustee Goett made a motion to approve the Village and Library FY 2020-2021 budget, and Trustee Wisenburg seconded the motion. Trustee Mariscal asked about the employee public relations budget line and if nonunion staff bonuses were in that line. Clerk Turner explained the line item was used for employee appreciation most often the holiday party. Trustee Mariscal asked about the revenue received for the rental of the pumphouse. Chief Sutton explained that the lease agreement required additional work. Attorney Walton explained that there was no clear commencement for the lease agreement. Chief Sutton explained significant improvements had been made to the building at the tenant's expense. He noted there were discussions to lease it, but it would require additional Board action. Mayor Phelan noted that the building had life safety issues which have been addressed. Trustee Wisenburg noted his desire to see public infrastructure improvements in coming years. Trustee Goett stated the Village previously had a sidewalk program, but there was a lot of area to cover. Chief Sutton stated Trustee Wisenburg had a good point and spoke about the broken windows theory. He stated code enforcement had improved, and the Village was researching grants to help fund sidewalk improvements. Mayor Phelan said the Village had been working to set aside funding for capital improvements but had to delay that because of the pandemic. Trustee Wisenburg asked about the budget's relation to property taxes, and Clerk Turner explained the budget reflects the previous year's levy. Mayor Phelan stated agreement with Trustee Wisenburg's desire to keep property tax lows. The Board briefly discussed the possibility that Peoria County would extend the deadline to pay property taxes. Clerk Turner noted that would impact the Village's cash flow but stated reserves were sufficient to cover expenses. The Board of Trustees voted 6-0 to approve the budget.

Trustee Carter made a motion to approve an MFT resolution in the amount of \$206,222.92 for road salt, sealcoating, spray patching, and engineering. Trustee Goett seconded the motion. Trustee Carter explained the resolution was necessary to approve MFT purchases for the upcoming year. The motion to approve the expenditure passed 6-0.

Superintendent of Water Mr. David Marfell updated the Board on procedures during the state of emergency. He noted that water was currently reactive to complaints rather than proactive. Trustee Mariscal asked if the laborers were issued protective gear. Chief Sutton stated that the laborers weren't going into homes, but gear was available if they needed it.

Trustee Goett made a motion to approve Ordinance 2020-1622: an Ordinance Authorizing Imposition of a Residential Waste Collection and Disposal Fee. Trustee Mariscal seconded the motion. Chief Sutton asked for clarification, and Attorney Walton stated the item should be discussion. Trustee Goett modified the motion to move Ordinance 2020-1622 to the next agenda for action. Trustee Mariscal seconded the motion again. Trustee Goett stated the charges were necessary and are reviewed annually. Trustee Wisenburg emphasized the need to review the fees annually to the reduce cost of living for families. The motion to move the item to the next meeting passed 6-0.

Trustee Goett made a motion to approve Ordinance 2020-1623: an Ordinance Amending the Liquor License Provisions of the Village Code for the Village of Peoria Heights, Illinois During Period of Disaster Declaration, and Trustee Wisenburg seconded the motion. Attorney Walton stated that the Village's liquor code is not as clear as it could be. He stated that he interprets the Village's liquor code to allow restaurants to sell of packaged liquor, but Ordinance 2020-1623 would clarify the issue. Chief Sutton stated that all restaurants were in compliance. Trustee Wisenburg asked if the policy only applied during the pandemic. Attorney Walton repeated his previous statement that the sales were already legal, but stated the ordinance only applied during the governor's period of emergency. Attorney Walton stated if the Board wanted to allow such sales indefinitely then the liquor code should be revised. Ordinance 2020-1623 passed 6-0.

Trustee Goett made a motion to approve Ordinance 2020-1624: an Ordinance Amending Village Code for the Purpose of Establishing a Quorum for Village Board Meeting. Trustee Khazzam seconded the motion. Attorney Walton explained that state statute counted the mayor toward the total necessary for a quorum, but Village ordinance did not count the mayor. Attorney Walton noted the difference was legal, as the Village is home rule, but it complicated matters. Attorney Walton stated that the Board doesn't have to adopt the ordinance, but the Village must remain aware that the Village's rules for quorum differ from state statute. Ordinance 2020-1624 passed 6-0.

Clerk Turner opened the sole bid received for elevator maintenance from Kone Elevators and read the bid. The bid was as follows: for 2021 \$2,998.00, for 2022 \$3,056.96, for 2023 \$3,119.20, for 2024 \$3,181.50, and for 2025 \$3,245.13. Administration will send a copy of the bid to the trustees, and it will be moved to the next meeting for action.

Trustee Goett made a motion to approve Ordinance 2020-1625: a Special Ordinance Authorizing the Ceding of Private Activity Bonding Authority. Trustee Wisenburg seconded. Mayor Phelan asked Attorney Walton to explain the ordinance, and Attorney Walton stated the Village has private bonding authority which it can combine with the authority of other communities. The aggregate is then parceled out to member communities in order to cover large projects. He explained that the bonding authority doesn't obligate the Village to pay any debts. Ordinance 2020-1625 passed 6-0.

Trustee DeVore explained that the Board had previously discussed changing the speed limit on Terrace View Lane, and the item was brought back for further discussion. Trustee Wisenburg noted that the next step had been to speak to neighbors, but he hadn't made additional progress. Mayor Phelan asked Chief Sutton to speak about previous policy. Chief Sutton stated that sometimes Board members have contacted the neighbors, and sometimes he has contacted residents if he knew them. Chief Sutton noted that the speed trailer had been placed on the road. Trustee DeVore expressed she had previously wanted to see an ordinance drafted that would lower speed limits all over the Village, but she thinks it should now wait. Trustee Khazzam asked if speed limits would be something incorporated in the comprehensive plan. Mayor Phelan agreed that was the right process. He noted that speeding was

brought up at the comprehensive plan meeting. He noted that if there was a particular neighborhood that had a problem then the Board should act. Mayor Phelan also stated he had only received one phone call about the issue, and it was from a citizen who was not in favor of reducing the speed limit. Mayor Phelan instructed Trustees Wisenburg and DeVore to consider the issue and bring it back to the Board when it was appropriate.

Chief Sutton thanked the residents for complying with the governor's stay at home order and said he was very proud of the community. He noted there were very few incidents, and most were not problems. Trustee Wisenburg asked Chief Sutton about a specific incident, and Chief Sutton noted he had spoken to both parties and was working on a compromise.

Mayor Phelan introduced the items of routine business by noting the items were similar to a consent agenda. He asked Attorney Walton if the items should be listed on the agenda as such in the future. Attorney Walton agreed. Trustee Goett made a motion to approve the items listed on the Routine Village Business for Mayoral Approval (attached to the end of minutes). Trustee Wisenburg seconded. Trustee DeVore asked if the event items listed on the document would be subject to compliance with the governor's orders. Attorney Walton agreed they would be. The Board voted 6-0 to approve the routine business.

Trustee Carter asked if open burning could be banned until the shelter in place is lifted. Attorney Walton stated that it was possible, and he recommended that be done with an ordinance similar to the liquor license ordinance. Trustee Wisenburg noted he was concerned about limiting use of fire pits. Mayor Phelan asked if there were complaints. Trustee Mariscal noted that COVID-19 was a respiratory disease which could be compromised by smoke. Mayor Phelan asked that trustees speak to Chief Sutton about their concerns. Chief Sutton asked Trustee Carter if she meant a temporary or permanent ban. Trustee Carter stated she intended only a temporary ban. Trustee Wisenburg asked about recreational fires. There was language clarification, and Attorney Walton agreed he could distinguish between landscape waste and recreational burning in an ordinance. Mayor Phelan stated to it would be on the next agenda for discussion.

Trustee Goett made a motion to pay the bills. Trustee Wisenburg seconded the motion. The bills were approved 6-0.

Clerk Turner read the Treasurer's Report for February 2020. There was \$2,670,786.96 in the Village controlled accounts, and \$1,105,523.43 in the Water controlled accounts. Trustee Wisenburg made a motion to approve the Treasurer's Report, and Trustee Goett seconded the report. The Board voted 6-0 to approve the Treasurer's Report.

Trustee Goett made a motion to adjourn, and Trustee Wisenburg seconded. The Board voted 6-0 to adjourn at 7:10 pm.

Michael Phelan, Mayor

Stephanie Turner, Village Clerk



Village of Peoria Heights
Routine Village Business for Mayoral Approval
Removed from Departmental Meeting Agenda:
Tuesday, April 7, 2020
6:00 PM

Under the emergency powers granted by Ordinance 2020-1621, and with the knowledge and consent of the Village of Peoria Heights Board of Trustees, the President of the Village of Peoria Heights has approved the following items of routine business on this 7th day of April, 2020.

- Approval for Use of Tower Park for American Cancer Society's Night of Hope on June 12, 2020
- Approval for Use of Tower Park for National Cancer Survivors Day on June 7, 2020
- Approval for Use of Tower Park for Public Worship Concerts on May 31, 2020 and September 19, 2020
- Approval for Use of Tower Park for Strides for Justice 5K on September 26, 2020
- Approval of Payment to Hermann and Associates for Samuel Avenue Engineering in the Amount of \$12,602.40
- Approval of Payment to Alexis Fire for Repairs in the Amount of \$5,827.75
- Approval for Stop Sign Fundraising Event for Lion's Club on October 10, 2020
- Approval for Stop Sign Fundraising Event for Peoria Leathernecks Marine Corps League on October 17, 2020
- Approval for Stop Sign Fundraising Event for Peoria Heights Fire Department on April 11, 2020 with backup date of July 25, 2020
- Approval Quarterly Review of Chuck's Auto Sales Special Use Permit
- Approval Heights Flowers Special Use Permit



Mayor

Attest:



Village Clerk