

Village of Peoria Heights
Board of Trustees
June 20, 2023

The meeting was called to order at 5:30 p.m.

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

Upon calling roll, the following Trustees were present: Sarah DeVore, Jeff Goett, Elizabeth Khazzam, Mark Gauf, Matthew Wigginton, and Brandon Wisenburg. Others present included Mayor Michael Phelan, Village Administrator and Chief of Police Dustin Sutton, Village Clerk Stephanie Turner, and Village Counsel Attorney Mark Walton.

Trustee Khazzam made a motion to approve the minutes from the Board of Trustees meeting on June 6, 2023. Trustee Gauf seconded the motion. The Board approved the minutes 6-0.

Mayor Phelan opened the meeting to public comment.

Mr. Partee came forward to speak about the event proposed by Speak Out Illinois LLC for Friday, July 28, 2023.

Hearing no additional public comment, Mayor Phelan closed the meeting to public comments and moved on to old business. Hearing no old business, the Board moved on to new business.

Mayor Phelan explained local food pantries are in dire need of food and donations. Representatives from the St. Thomas Food Pantry came forward and explained the history of the organization. They noted the food pantry has had difficulty keeping up with demand over the last few months. The pantry services primarily the Village providing self-stable items and demand has increased more than 40%. Trustee Wisenburg noted food pantries are an important lifeline, and he would be honored to organize a food drive. He asked the Board to consider a \$1,000 donation. Mayor Phelan noted the donation wasn't an agenda item, but the amount was within the Administrator's purview. Trustee Wigginton agreed with Trustee Wisenburg and suggested a matching donation be made to the Peoria Heights Congregational Food Pantry. Trustee Gauf suggested the Board make an additional donation toward the cost of the cooler. The Board agreed with both suggestions.

Trustee DeVore made a motion to approve use of Tower Park on Friday, July 28, 2023 for Speak Out Illinois LLC. Trustee Wisenburg seconded the motion. Trustee DeVore explained the organization speaks out against violence and are planning a resource fair. The event was approved 6-0.

Trustee DeVore made a motion to approve Resolution 2023-08: a Resolution Approving an Agreement Between the Tri-County Regional Planning Commission, METEC, and the Village of Peoria Heights for Administration of the HUD Healthy Homes Production Grant. Trustee Khazzam seconded the motion. Trustee DeVore deferred to Community Development Director Wayne Aldrich. Director Aldrich explained the funds are provided through HUD to help improve health concerns for qualifying homes. The project will cover up to 15 homes, and the Village will be responsible for a matching portion. The agreement will help formalize the agreement between each of the agencies. After approval, the Village will advertise and begin accepting applications. METEC will evaluate the applications. Trustee Khazzam asked Director Aldrich about the specifics of improvement costs and eligible items. Director Aldrich

explained the details. He noted that staff would be meeting very soon to establish a schedule, but the process would take some time. Trustee Wigginton clarified the Village's local ordinance required prevailing wages, and Director Aldrich agreed. He noted the Village hadn't selected contractors yet. Trustee Khazzam asked if the Village would be providing a list of qualifying contractors. Director Aldrich agreed. Trustee Wigginton expressed concern over requiring prevailing wage be paid out for the projects. He noted it was in the agreement, but he disagreed with the requirement. Mayor Phelan expressed disagreement with Trustee Wigginton noting the importance of quality work. Trustee DeVore noted the difference between prevailing wage and responsible bidder requirements. Trustee Wigginton agreed with Trustee DeVore the line is blurred, but noted the federal government didn't require prevailing wage requirement while the Village had. Trustee Wisenburg asked Director Aldrich if there were other areas which didn't require prevailing wage for the projects and Director Aldrich stated there were. Trustee Wisenburg asked if there was concern that prevailing wage might price some of the projects outside the scope of the grant. Director Aldrich stated there were options for changing the scope of the projects. Trustee Khazzam noted there were also options for working with the tradespeople. Director Aldrich spoke to the importance of securing well qualified contractors for the projects. The resolution passed 6-0.

Trustee Gauf made a motion to approve the award of FY 23-24 MFT Spray Patching Contract to Midstate Asphalt Repair in the amount of \$43,710.40. Trustee Khazzam seconded the motion. Trustee Gauf explained spray patching is good, long term repair for streets that are breaking and need to be sealed. The bids for the project came in under the estimate from the engineers. The project is an annual expense paid for by MFT and has been budgeted. Trustee Khazzam asked what areas would be repaired. Superintendent of Public Works, Mr. Chris Chandler, explained it would primarily be the north part of Prospect and areas of Glen. Trustee Wigginton asked if the company had worked for the Village previously, and Superintendent Chandler noted they had, and they did good work. Trustee Gauf explained spray patching extends the life of the road. The contract was approved 6-0.

Trustee Gauf made a motion to approve Resolution 2023-09: a Resolution Accepting a Proposal from Woodard and Curran for the Completion of a Lead Service Line Inventory in the Amount of \$40,000. Trustee DeVore seconded the motion. Trustee Gauf explained it was a grant, and Woodard and Curran had been selected to review information and provide a report of lead services lines to the Village in March 2024. Superintendent Chandler explained Woodard and Curran will help with the reports required by the grant as well as help organization of the information. The resolution was approved 6-0.

Trustee Gauf made a motion to approve Resolution 2023-10: a Resolution Accepting a Proposal from Woodard and Curran for Water Treatment Design Basis and State Revolving Fund (SRF) Funding Application in the Amount of \$30,000. Trustee Goett seconded the motion. Trustee Gauf explained the money would be to get a grant application ready for funding for a filtration system. Trustee Wisenburg asked if the project was part of the capital improvement plan. Trustee Khazzam noted it was the next step. Director Aldrich explained the importance of applying for funding through the SRF and how the process would prepare the Village for future steps. The Board approved the resolution 6-0.

Trustee Gauf made a motion to cancel the Departmental Meeting on Tuesday, July 4, 2023. Trustee Goett seconded the motion. The Board approved the cancellation 6-0.

Trustee Khazzam asked when ice pigging would begin. Superintendent Chandler stated it'll be the end of August or early September. Trustee Wisenburg asked if the Board could receive a map of the area to be serviced. Superintendent Chandler noted he was currently working on that.

Trustee DeVore shared she had heard from Discover Peoria that Yeni's had won a maker's award.

Superintendent Chandler noted work on Forest Park Drive had been completed early so it was open. The hill will be closed on Friday, June 23, 2023 for striping.

Trustee Goett complimented the painting of the bird on the side of the Observation Tower. He also shared he had been contacted by a school board member who expressed concern that the school resource officer was not present and the school was paying for the service. Chief Sutton noted the Deputy Chief was President of the School Board and the issue had never been raised to him. He explained the school had only been paying for an officer for 4 year and the amount paid is not even the full amount of the officer's salary. For 22 years, the Village paid the entirety of the school resource officer's salary. Chief Sutton stated police cars are down at the school regularly, and he is always available if anyone has any issues. He stated he offered to prorate the cost to Superintendent Heath, and the offer was declined. Trustee Goett shared Don Gorman had expressed the concern. Chief Sutton noted the school and the children have always been a priority for him.

Mayor Phelan asked for miscellaneous business.

Trustee Wigginton asked Trustee DeVore about the events being advertised on the Discover Peoria's website for the Village which are actually the City of Peoria's events. He requested Discover Peoria remove the events from the Village's page. Trustee DeVore noted she hadn't had a chance to correct the issue, but she will make it a priority.

Clerk Turner read the Treasurer's Report for the end of May. There was \$7,053,493.45 in the Village controlled accounts, and \$2,082,051.10 in the Water controlled accounts. Trustee Wigginton made a motion to approve, and Trustee Gauf seconded the motion. The Board approved the report 6-0.

Trustee DeVore made a motion to approve payment of the bills, and Trustee Khazzam seconded the motion. The Board voted 6-0 to approve payment of the bills.

Trustee Wisenburg made a motion to enter executive session under 5 ILCS 120/2(c)1 to discuss personnel. Trustee Gauf seconded the motion. The motion to enter into executive session passed 6-0, and the Board left open session at 6:29 pm. Mayor Phelan noted the Board may come back for discussion, but there would be no action taken.

The Board of Trustee reconvened regular session at 6:47 pm.

Trustee Wisenburg proposed discussion of the Peoria Heights Fire Department and suggested the Board needed to make a decision noting it had been a topic of discussion since 2019. Trustee Wigginton noted as chair of Public Safety he had reached out to the Board to have discussions about the resignation of Fire Chief Thompson. He summarized past discussions which included a duty crew, contracting with the City of Peoria, and establishing a fire protection district. He noted the urgency. Trustee Wisenburg noted the Board had been provided information from the City of Peoria regarding charges. He questioned if the price was an introductory rate. Chief Sutton noted the City had offered to come answer questions and that was still an option. He also noted that the City now had a different Fire Chief which might explain the difference. Trustee Wisenburg also expressed concern that the City of Peoria Fire Department might not have the capacity to cover the Village. Trustee Wisenburg asked questions

regarding charging and call designations. Chief Sutton explained the dispatching of calls. The Board briefly discussed the amount of ALS calls to the Village with Trustee DeVore providing additional financial information based on the estimates provided by Assistant Fire Chief Matt Schadt. She noted the cost would increase over the current budget. Trustee Wisenburg questioned the cost of a duty crew as compared to that number. Assistant Fire Chief Schadt explained the PHFD was getting by but would need to add paid staff sooner. Trustee Wisenburg questioned if a hybrid model might work. Assistant Fire Chief Schadt explained the situation in Dunlap and Limestone. Trustee Gauf noted he was hearing that for comfortable life saving coverage the Village would need to either pay the City or hire more paid staff. Trustee Khazzam questioned the cost of hiring staff. Chief Sutton noted the cost of pensions, insurance, and payroll taxes. Trustee Gauf asked Assistant Fire Chief Schadt how many would need to be added. Assistant Fire Chief Schadt explained timing of calls affects responses. Trustee Wisenburg noted volunteerism is down, and Trustee Gauf agreed it wasn't likely to improve. The Board discussed the PHFD call volume and the response to ALS call by AMT and the PHFD. Mayor Phelan noted whether to have the fire department respond to ALS calls was a policy decision. Attorney Walton agreed noting there was no requirement by the State. Trustee Khazzam questioned when the City of Peoria could come to answer questions. Chief Sutton suggested a special meeting. The Board requested information on fire protection districts, salary costs, call volume and response time information, and budgets from other communities. Trustee Wigginton noted the importance of reviewing all options and keeping in mind that the Village is unique. The Board asked Administration to work on setting a meeting date.

Trustee Goett made a motion to adjourn, and Trustee Khazzam seconded the motion. The Board of Trustees voted 6-0 to adjourn at 7:37 pm.

Michael Phelan, Mayor

Stephanie Turner, Village Clerk