

Village of Peoria Heights
Departmental Committee Meeting

September 4, 2018

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: Harn, Goett, Dan Mariscal, Diane Mariscal, Reichert, and Carter. Others present include: Mayor Phelan, Administrator Sutton, Deputy Village Clerk Witbracht, Water Technician David Marfell, and Foreman Michael Casey.

Trustee Goett made a motion to approve the minutes from August 28, 2018. Trustee Dan Mariscal seconded the motion which passed 6-0.

Comments from the Audience:

Old Business: No old business was discussed.

New Business:

- Administration: Chief Sutton gave an update on the Samuel Ave. housing project and stated that we have a Zoning Board of Appeals request that will be scheduled soon. There were some questions on timing of the project and Mayor Phelan explained that everyone will be notified when the meeting is scheduled. Chief Sutton also explained that he has been meeting with HR Fit to finalize the employee handbook and that General Orders have been implemented for the Public Works department.
- Economic Development: Trustee Dan Mariscal gave an update on the RFP's for 4414/4426 Prospect Rd. and waste disposal and recycling. Administrator Sutton explained that one RFP was received for the Greyboy building and that 4 RFP's were received for waste disposal and recycling. He explained that it will be further explained in executive session. Trustee Harn explained that he would like to see a financial report when the bids are opened. Mayor Phelan explained that the documents will be opened as soon as possible and will be sent to the board.
- Building & Maintenance: Trustee Goett explained that he is very pleased with the installation of the new carpet. Trustee Diane Mariscal asked the staff to look into the matching sign to represent the Village of Peoria Heights mirroring Richwood's Township.
- Other: David Marfell explained that the pressure reducing valve was replaced last Tuesday in the Longshore Subdivision. He explained that it mostly went smoothly. He also mentioned that he was nominated for the 2018 Illinois Water System of the Year!
- Other: Sarah Witbracht gave an update on "It Takes our Village"
- Sarah Witbracht passed out a packet to the trustees regarding Administrator Sutton's job review and Mayor Phelan asked everyone to turn them back in.

- Trustee Goett made a motion to pay the bills and Trustee Harn seconded which was approved 6-0.
- Trustee Dan Mariscal made a motion to enter executive session and Trustee Harn seconded the motion which was approved 6-0.

The meeting was adjourned at 6:38pm with a motion by Trustee Goett and a second by Trustee Dan Mariscal. The motion was passed 6-0.

Michael E Phelan, Mayor
Clerk

Sarah Witbracht, Deputy Village