

**VILLAGE OF MACKINAW**  
**PRESIDENT AND BOARD OF TRUSTEES**  
**REGULARLY SCHEDULED MEETING MINUTES**

**October 28, 2019**

**President Craig Friend called the meeting to order at 7:00 p.m.**  
**This was a regular meeting of the Village of Mackinaw.**

**I. PLEDGE OF ALLEGIANCE**

**II. ROLL CALL:**

**Present:** President Craig Friend, Trustees Carolyn Elmore, Jerry Peterson, and Josh Schmidgall

**Absent:** Trustees Candy Haynes, Kraig Kamp, and Mark Morman

**Also Present:** Interim Police Chief Brandon Reese, Clerk/Collector Lisa Spencer, Public Works Manager Mike Schopp, Brad Venzon, Attorney Mark McGrath, and Treasurer Andrea Johnson

**III. CONSENT AGENDA:** The consent agenda consists of approving the October 14, 2019 regular meeting minutes, public works department reports, non-recurring disbursements, account balance, and payroll report.

Trustee Elmore moved, seconded Trustee Schmidgall to approve the above listed consent agenda items. On a roll call, the vote was:

AYES: 4 – President Friend and Trustees Elmore, Peterson, and Schmidgall

NAYS: 0

ABSENT: 2- Trustees Haynes, Kamp, and Morman

There being four affirmative votes, the **motion carried.**

**IV. PUBLIC COMMENT:** none

**V. DEPARTMENT REPORTS:**

**POLICE REPORT:** Interim Police Chief Brandon Reese reported on the activities of the police department. Reese stated that he had lunch with the 1<sup>st</sup> graders for the PTO's walk-a-thon fund raiser at the primary school. October 18, 2019 was the annual evacuation drill for the school. The drill went well. K-9 drill was also done and went well.

Reese asked the Board to consider hiring Jack Nieu Kirk as a department IT consultant since he is the person that set up the system. He has asked Nieu Kirk to submit a proposal.

**Westwood Park vandalism** – Interim Police Chief Reese reported on vandalism at Westwood Park. A juvenile has been questioned and admitted to the damages. The Board discussed the situation and decided that the person may work off the cost of the damage through community service and juvenile probation.

**Resignation of part time officer Drake Hart** – President Friend moved, seconded by Trustee Schmidgall to accept the resignation of part time officer Drake Hart effective October 12, 2019. On a roll call, the vote was:

AYES: 4 – President Friend and Trustees Elmore, Peterson, and Schmidgall

NAYS: 0

ABSENT: 2- Trustees Haynes, Kamp, and Morman

There being four affirmative votes, the **motion carried.**

**Change salary positions to hourly positions** – This item was tabled.

**Ordinance regarding residency requirement for Police Chief** – This item was tabled.

**Appointment of Police Chief** - This item was tabled.

**PUBLIC WORKS REPORT:** Public Works Manager Schopp reported on the activities of the department. Schopp stated that GA Rich & sons will be installing the solid waste basket for the lift station at the trailer park next week. The display case that was donated by the Methodist Church was installed at the Community Center. The case will be used to display Mackinaw historical items. Brock Lake and Westwood Park bathroom will be winterized and closed for the season this week.

**N. Orchard Street utility relocation project contracts** – Attorney Pat McGrath is preparing the contract and will be ready for the Board at the next meeting.

#### VI. TREASURER'S REPORT:

**Non-Recurring Bills** - Trustee Peterson moved, seconded Trustee Elmore to approve the non-recurring bills. On a roll call, the vote was:

AYES: 4 – President Friend and Trustees Elmore, Peterson, and Schmidgall  
 NAYS: 0  
 ABSENT: 2- Trustees Haynes, Kamp, and Morman  
 There being four affirmative votes, the **motion carried**.

**2020 ICRMT liability insurance renewal** – Treasurer Johnson presented the 2020 ICRMT liability insurance renewal to the Board. The overall increase for the year was \$30 and the Board felt that with the current ongoing claims it would be best to stay with the same company.

Trustee Elmore moved, seconded by Trustee Schmidgall to authorize President Friend to sign the 2020 ICRMT liability insurance renewal acceptance form. Policy year: December 1, 2019 – December 1, 2020. On a roll call, the vote was:

AYES: 4 – President Friend and Trustees Elmore, Peterson, and Schmidgall  
 NAYS: 0  
 ABSENT: 2- Trustees Haynes, Kamp, and Morman  
 There being four affirmative votes, the **motion carried**.

**Annual Treasurer's publication report** - Trustee Peterson moved, seconded by Trustee Elmore to approve the Treasurer's annual publication report for fiscal year 2019 and have copy of it filed with the County Clerk. On a roll call, the vote was:

AYES: 4 – President Friend and Trustees Elmore, Peterson, and Schmidgall  
 NAYS: 0  
 ABSENT: 2- Trustees Haynes, Kamp, and Morman  
 There being four affirmative votes, the **motion carried**.

#### VII. PRESIDENT'S REPORT:

**Update employee handbook with regards to policy against discrimination, harassment, and sexual misconduct** – Our liability insurance has prepared an update for the employee handbook regarding the Illinois Workplace Transparency Act going into effect January 1, 2020.

Trustee Schmidgall moved, seconded by Trustee Elmore to approve the update to the employee handbook with regards to policy against discrimination, harassment, and sexual misconduct. Village office will make sure that employees are given the update to add to their employee handbook. On a roll call, the vote was:

AYES: 4 – President Friend and Trustees Elmore, Peterson, and Schmidgall  
 NAYS: 0  
 ABSENT: 2- Trustees Haynes, Kamp, and Morman  
 There being four affirmative votes, the **motion carried**.

**Review economic development loan program and determine if changes to the requirements are needed** – This item was tabled.

#### VI. LOCAL LIQUOR CONTROL COMMISSIONER'S REPORT: none

#### VIII. TRUSTEES' REPORT:

**Sponsor electronic recycling day** – This item was tabled.

**Place 305 E. Franklin St. for sale** – This item was tabled.

**Appraisal for 102 E. Madison St.** – This item was tabled.

**IX. ATTORNEY’S REPORT:** Attorney McGrath asked that the tax levy ordinance be added to the next agenda.

**X. NEW BUSINESS:**

**Lights and cameras at Westwood Park** - Trustee Schmidgall was asked by Trustee Morman to have the Board discuss adding lights and cameras at Westwood park due to vandalism happening there. The item will be placed on the next agenda.

**XI. ADJOURNMENT @ 8:08 P.M.:** There being no further business to come before the Board Trustee Elmore moved, seconded by Trustee Peterson to adjourn. **motion carried.**

I, Lisa Spencer, Village Clerk/Collector of the Village of Mackinaw, Illinois do hereby certify that the foregoing minutes are a true and correct copy of the regular meeting held on the above date, as the same appears on the records of the Village now in my custody and keeping.

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Lisa Spencer, Village Clerk/Collector  
Posted: 11/12/19