

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

**March 22, 2021**

**President 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 BY:**

**Present:** President Craig Friend and Trustees Carolyn Elmore, Candy Haynes, Kraig Kamp, Mark Morman, and Jerry Peterson

**Absent:** Trustee Schmidgall

**Also Present:** Police Chief Brandon Reese, Clerk/Collector Lisa Spencer, Public Works Manager Mike Schopp, Treasurer Andrea Johnson, Attorney Mark McGrath, Kevin Sauder, and Dustin & Keri Schmidgall

**III. CONSENT AGENDA:** The consent agenda consists of approving the March 8, 2021 regular meeting minutes, public works department report, police department report, non-recurring disbursements, account balance, and payroll report.

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

AYES: 5 – Trustees Elmore, Haynes, Kamp, Morman, and Peterson

NAYS: 0

ABSENT: 1 – Trustee Schmidgall

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

**IV. PUBLIC COMMENT:**

**Dustin and Keri Schmidgall** – Dustin and Keri Schmidgall came before the Board with a proposal that would be mutuality beneficial for them and the Village. They have purchased land on the south side of Route 9 and would like to annex it into the Village and develop an industrial park. They are requesting help from the Village to create a TIF district and contact IDOT to lower the speed limit along Route 9 through the Village. They showed examples of how TIF districts have help other towns acquire funds to assist with the cost of infrastructure improvements and development. This would also give opportunities to explore and apply for potential grant funds. Attorney McGrath stated that he has worked with other communities on setting up TIF districts and listed some of the items that would need to be done. The Board was in agreement that this would be beneficial for the Village and asked Attorney McGrath to bring back to the Board a check list of everything that would need to be done to start the process. The item will be brought back to the Board for further discussion and a vote.

**V. DEPARTMENT REPORTS:**

**POLICE CHIEF'S REPORT:** Police Chief Brandon Reese reported on the activities of the police department. Chief Reese and Officer Bohnker attend a 40hr training course relating to crisis intervention at Illinois Central College. Officer Pawlak will be attending the training course next week. The training teaches officer to learn how to safely handle mental health consumers in crisis. Reese discussed a quote for Starcom for portable radios to be used with the new updates being made to the TC3 dispatching system. The new system will be have better clarity and eliminate dead zones. Reese was asked to find out how often TC3 will be reviewing their billing rates. He was told that the billing rates will be reviewed annually.

**Purchase of new squad vehicle for the department** – Chief Reese presented a quote for a 2021 Dodge Charger from Thomas Dodge Chrysler Jeep of Highland, Inc. at a cost of \$27,676.00. This price does not include the transferring of equipment and decaling which would be an additional \$9,169.00. Reese would like to purchase this and sell the impala. Trustee Morman asked questions regarding the cost difference of the Dodge Charger verse the Dodge Ram and why he chose the Charger over the Ram. Morman was also curious if there was a trade in option for the impala. Trustee Kamp stated that he does not believe there is enough money in the budget to purchase this right now and feels that Chief Reese needs to focus on hiring officers. Reese assured him that his focus is on hiring officers. Trustees Haynes and Elmore stated that they do not think that new vehicle is needed at this time. Trustee Morman stated that the accumulating of funds for a new vehicle is on a four year plan but thinks that it should pushed back to 5 year. President Friend asked the Board to consider how much has been spent on repairs on the impala. Trustee Peterson agreed that Board should think about the repair costs the impala has had in the last couple of years.

Trustee Morman moved, seconded by Trustee Elmore to table this item until the next Board meeting. **motion carried**

**PUBLIC WORKS MANAGER'S REPORT:** Public Works Manager Mike Schopp reported on the actives of the department. Westwood Park bathrooms will be opened this week. The department is picking up yard waste on the second and fourth Monday of the month. Rock was added to the boat ramp at Brock Lake and routine maintenance will be done to the dock this week.

**Resolution#21-1 for 2021 MFT maintenance** – Trustee Elmore moved, seconded by Trustee Haynes to adopt resolution #21-1 to appropriate the sum of \$90,000 of Motor Fuel Tax funds for the purpose of maintaining streets and highways under the applicable provisions of the Illinois Highway Code ending April 30, 2022. The projects include spray patching and seal coating for a few areas in the Village. The project will be placed out for bid. Schopp will update the Board on the bid process. On a roll call, the vote was:

AYES: 5 – Trustees Elmore, Haynes, Kamp, Morman, and Peterson  
 NAYS: 0  
 ABSENT: 1 – Trustee Schmidgall  
 There being five affirmative votes, the **motion carried.**

**Use of BDT funds for First St. project** – Trustee Elmore moved seconded by Trustee Morman to use First St Business District Tax funds for sealcoating upgrades to First St. The project is estimated to be \$20,000 and will be placed out for bid. Schopp will update the Board on the bid process. On a roll call, the vote was:

AYES: 5 – Trustees Elmore, Haynes, Kamp, Morman, and Peterson  
 NAYS: 0  
 ABSENT: 1 – Trustee Schmidgall  
 There being five affirmative votes, the **motion carried.**

#### **CLERK'S REPORT:**

**Intergovernmental agreement with Tazewell County for community recycling grant for 2021** - Trustee Morman moved, seconded by Trustee Elmore to authorize President Friend to enter into an agreement with Tazewell County to grant the Village of Mackinaw the amount of \$22,774.04. The grant is to support a County approved recycling collection program. The County will monitor the recycling program to ensure it remains in compliance with the County's IEPA approved solid waste management plan. On a roll call, the vote was:

AYES: 5 – Trustees Elmore, Haynes, Kamp, Morman, and Peterson  
 NAYS: 0  
 ABSENT: 1 – Trustee Schmidgall  
 There being five affirmative votes, the **motion carried.**

**TREASURER'S REPORT:**

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

AYES: 5 – Trustees Elmore, Haynes, Kamp, Morman, and Peterson

NAYS: 0

ABSENT: 1 – Trustee Schmidgall

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

**Ordinance to establish waste removal & disposal service for Village of Mackinaw** – This item was tabled to give Attorney Pat McGrath time to review the draft ordinance.

**VI. PRESIDENT'S REPORT:**

**Work week for salaried employees** - President Friend asked the Board to consider allowing salaried employees to be able to use a time card period of 80 hours within a 2 week period before having to use benefits for time off. He used Chief Reese as an example. Reese worked 35 hours in the first week of the time card and then worked 45 hours in the second week. The way the code is written he had to use five hours of benefits to make the first week of the time card equal 40 hours. Since he is salary he does not get overtime for the second week when he worked 45 hours. Trustee Kamp asked that if it was changed he would not want him working 10 hours in the first week of the time card and 70 in the second week. President Friend assured him that it would be only for items such as doctor appointments or sick children and must be within the same time card it would be carried over to a different time card period. The Board was in agreement as long as it is not taken advantage of and asked Clerk Spencer to draft an ordinance for the salaried employees to be on a 2 week period of a time card before having to use benefits for taking time off. The ordinance will be brought back to the Board for a vote.

**VII. LOCAL LIQUOR CONTROL COMMISSIONER'S REPORT: none****VIII. TRUSTEES' REPORT:**

**Maintenance of mailboxes** – Trustee Kamp wanted to discuss with the Board and the Police Chief the maintenance of mailboxes. The Village Codes states that whoever owns a mailbox shall be solely responsible for maintaining their mailbox. There is also a penalty listed for whoever violates this provision of the code. Kamp stated that there are mailboxes in the Village that are leaning and in need of maintenance. Trustee Morman asked that Clerk Spencer give the Board a copy of this portion of the Code in their next Board packet and to show the police chief where it is listed in the Code. Chief Reese stated that he was aware of that section of the Village Code.

**Tenant lease agreement for 103 S. Orchard St.** – The residential lease agreement for 103 S. Orchard St. is approaching the end of its one year term. Clerk Spencer had sent an email for the Board to decide if they would like any changes made to the lease. Trustee Kamp asked for it to be on the agenda so the Board could discuss the matter. Attorney McGrath stated that he believed the agreement had a holding over clause which would convert the lease to a month to month agreement after the expiration of the term. Due to the current executive order made by the governor it may be best to leave the lease as a month to month until the order is no longer in effect. The Board asked Clerk Spencer to see if this clause is included in the lease agreement and report back at the next meeting.

**Walking trail grant application** – Trustee Kamp stated that IDOT is not accepting applications for assistance with walking trails until 2022. Kamp asked that the office assist with updating the Board with grant listings to assure that the Board has the opportunities to apply for upcoming projects that may benefit the Village.

**Greenview lawn fertilization proposal for law care at the ball diamonds at Brock Lake and soccer field at Westwood Park** – Trustee Elmore moved, seconded by Trustee Peterson to authorize President Friend to sign the 2021 turf fertilization program contract with Green View Landscaping Company for Brock Lake and Westwood Park. Brock Lake diamonds 1, 2, & 3 cost is \$1,560.00. Westwood Park soccer field cost is \$638.00. Fertilizing these areas is listed as a responsibility of the Village in the intergovernmental agreement with Mackinaw Township Recreational Group. On a roll call, the vote was:

AYES: 5 – Trustees Elmore, Haynes, Kamp, Morman, and Peterson

NAYS: 0

ABSENT: 1 – Trustee Schmidgall

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

**Amend Stout grant application to include fencing to the previous submitted pickle ball court at Brock Lake application** - Schopp spoke to the Board regarding a recommendation he received stating that a fence is needed for the pickle court. The Stout Foundation Board was contacted on whether the Village's application could be amended to include a fence. They will accept an amended application as long as it's received by April 15<sup>th</sup>. The additional fence is estimated to cost \$5000. The grant is for matching funds so this would add an additional expense to the Village if the grant is awarded.

Trustee Elmore moved, seconded by Trustee Kamp to amend the Stout grant application to include the cost of fencing. The total project expense with fencing is \$18,000. If awarded the Village is to contribute half of the funds needed to install a pickle ball court with fencing at Brock Lake. On a roll call, the vote was:

AYES: 6 – Trustees Elmore, Haynes, Kamp, Morman, Peterson, and Schmidgall

NAYS: 0

ABSENT: 0

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

**IX. ATTORNEY'S REPORT:** none

**X. NEW BUSINESS:** none

**XI. ADJOURNMENT @ 8:17 P.M.:** There being no further business to come before the Board Trustee Elmore moved, seconded by Trustee Kamp 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.

---

Lisa Spencer, Village Clerk/Collector  
Posted: April 14, 2021