

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

**May 11, 2020**

**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 BY:**

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

**Absent:** Trustee Candy Haynes

**Also Present:** Police Chief Brandon Reese, Clerk/Collector Lisa Spencer, Public Works Manager Mike Schopp, Attorney Pat McGrath, Treasurer Andrea Johnson, and EMA Coordinator Bob Davies

**III. CONSENT AGENDA:** The consent agenda consists of approving the April 27, 2020 regular meeting minutes, public works department report, EMA department report, non-recurring disbursements, account balance, and payroll report.

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

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

NAYS: 0

ABSENT: 1 – Trustee Haynes

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

**IV. PUBLIC COMMENT:** none

**V. DEPARTMENT REPORTS:**

**POLICE REPORT:** Police Chief Brandon Reese reported on the activities of the police department. Reese announced that Dee-Mack's graduation parade will be May 15<sup>th</sup> with a rain date of May 19<sup>th</sup>.

**IT computer support contract** - Chief Reese asked the Board if they had any questions regarding the IT computer support contract quotes from Heart Technologies, Inc. and Pearl Technology. The Board questioned if there is a need for remote daily monitoring support and wondered if support can be on an as need basis. He said that he was able to get them to quote a 1 year contract instead of their normal 3 year contract. Attorney McGrath reminded the Board that a contract cannot be issued for longer than the Village President's term. The contract would need the term to end on April 30, 2021 or be a month to month. The Board would like to have a quote for support for the all Village computers and not just the police department. Attorney McGrath offered a couple of companies that he knows offer month to month service contracts. Reese will get new quotes and bring back to the Board.

**EMA COORDINATOR'S REPORT:** EMA Coordinator Bob Davies reported on the activities of the department. Davies is continuing to offer pharmacy and food pick up for residence and is still attending on-line meetings with the Health Department regarding COVID-19. Davies said that the move to the new EMA office located at 105 Orchard St. is progressing well. Davies thanked public works for assisting with painting the space and moving furniture along with moving the antenna to the new office.

**PUBLIC WORKS REPORT:** Public Works Manager Mike Schopp reported on the activities of the department. Schopp stated that water loss this month was up due to hydrant flushing. There was a water leak at 205 Third St. which caused the shut off at Third St. and Orchard St. to also be repaired. Schopp would like to see the money that was put back monthly for the water plant loan payment continue to be put back so that improvements to the water mains can be funded. Minier Christian Church is preparing for their annual outreach project offering volunteers to assist local communities. They are planning a day in July in which 500 volunteers will assist local communities with small projects that can be completed on that day. Schopp asked the Board to think about it and let him know if they have any ideas for volunteer projects.

**VI. TREASURER'S REPORT:**

**IL EPA loan for the water plant** – Treasurer Johnson reported that the loan for the water plant will be paid in full on May 15<sup>th</sup>. Collector Spencer added that the loan is paid off 3 ½ years early which saved the Village almost \$38,000. The monthly payment placed in a money market will continue to assist with funding future water main improvements.

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

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

NAYS: 0

ABSENT: 1 – Trustee Haynes

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

**VII. PRESIDENT'S REPORT:**

**Mackinaw Community Center Food Pantry order** – President Friend updated the Board that there was a communication mix up on who ordered the food pantry order from Garden Gate's food distributor. Beth Wiegand had thought that Josh was the last person to contact her regarding the order but was wrong. The invoice for the order has been paid by the Food Pantry.

**Office 2019 software** – President Friend tabled this item until the Board determines how they are handling the Village's IT support.

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

**Fiscal Year 2021 budget** – Trustee Schmidgall asked the Board and department heads to really look at the budget and be aware of the revenue decrease that is expected to happen due to Covid-19. Trustee Elmore stated that this will need to be considered when determining employee raises. President Friend stated that he will be doing annual appointments at the first meeting in June.

**IX. ATTORNEY'S REPORT:** none**X. NEW BUSINESS:**

**Letter to Governor** - Another letter has been sent to the Governor regarding the Tri-County region phases for reopening Illinois. President Friend stated that he signed the first letter on behalf of Mackinaw and will continue to keep the Board updated regarding this matter.

**11<sup>th</sup> annual clay shoot for hunger** - President Friend was approached regarding the clay shoot for hunger being held at Oak Ridge Sportsman's club located outside of town on Weishaupt Rd. They wanted to inform the Village since they will be close enough to be heard in Village limits. The event is a fund raiser for Midwest Food Bank and is being held June 13, 2020.

**Memorial Day meeting cancelation** – Bob Davies asked the Board if the second board meeting in May will be canceled due to it being Memorial Day. It was the consensus of the Board to cancel this meeting.

**First responders' cookout** - Chief Reese stated, as a community outreach idea, he would like to coordinate a cook out for local first responders including the police department, fire department, and rescue squad once the stay in order is lifted. The event could be held at the fire house. He asked if anyone had any objections. No members of the Board stated any objections.

**XI. ADJOURNMENT @ 7:55 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: 6-9-20