

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

**June 11, 2018**

**Village 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**

**ROLL CALL:**

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

**Absent:** none

**Also Present:** Police Chief Jack Nieu Kirk, Clerk/Collector Lisa Spencer, Public Works Manager Mike Schopp, and Attorney Pat McGrath

**II. CONSENT AGENDA:** The consent agenda consists of approving the May 14, 2018 regular meeting minutes, E.S.D.A. department report, public works department reports, recurring disbursements, and financial reports.

Trustee Peterson moved, seconded Trustee Morman to approve the above listed consent agenda items. 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.**

**III. PUBLIC COMMENT:** none

**IV. DEPARTMENT REPORTS:**

- a. POLICE REPORT:** Police Chief Jack Nieu Kirk reported on the activities of the police department. Nieu Kirk stated that recent burglaries have resulted in extra hours worked by his department.

**TC3 (Tazewell County Consolidated Communications) agreement** – Trustee Elmore moved, seconded by Trustee Haynes to authorize President Friend to enter into agreement with TC3 to furnish the police department access to all computerized law enforcement information, the ability to transmit and receive from other terminals bona fide law enforcement messages, and police dispatch and telephone answering service twenty four hours a day seven days a week. 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.**

- b. PUBLIC WORKS REPORT:** Public Works Manager Mike Schopp reported on the activities of the public works department. Schopp stated that they are preparing the walking trail to be resurfaced by spraying weeds and trimming trees. The swing in Veterans Park had to be re anchored as part of adding an extra bay for an infant/adult swing. Sacha's Sashay donated money to the Village to fund this swing project along with a slide for Westwood Park.

**Award 2018 MFT maintenance project** – Schopp explained the tally sheet of the 2018 MFT maintenance project bid opening. The project is for seal coating various streets throughout the Village.

Trustee Morman moved, seconded by Trustee Peterson to award the 2018 MFT maintenance project to McLean County Asphalt at a cost of \$60,956.75. 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**.

**Approve Tazewell County Asphalt to pave section of Orchard St.** – Trustee Morman moved, seconded by Trustee Kamp to authorize Tazewell County Asphalt to repair the dip on Orchard Street caused by a water main leak at a cost of \$2500. 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**.

**c. COLLECTOR’S REPORT:**

**Non-recurring disbursements** – Trustee Morman moved, seconded by Trustee Elmore to approve the non-recurring disbursements. 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**.

**V. PRESIDENT’S REPORT:**

**Hunter Safety Class** - Trustee Morman moved, seconded by Trustee Elmore to sponsor a hunter safety class to be held at the community center. IDNR will be contacted to schedule the class and the Village will provide the food. The Board will be updated when a date is provided by IDNR. 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**.

**Public Works back up** - President Friend stated that Public Works Manager Schopp commented at a previous meeting that no one can do his duties when he takes time off. Friend wanted to make sure that his duties are able to be covered if an issue would ever arise. Schopp stated that in that event his department could handle the department. Manuals have been constructed just in case of such an issue.

**VI. LOCAL LIQUOR CONTROL COMMISSIONER’S REPORT:**

**Change time to packaged liquor sales** – Local Liquor Control Commissioner Friend updated the Board with the recommendation of the Local Liquor Control Commission to change hours to sell package liquor for Class B license holders for Monday-Saturday to allow sales to begin at 7:00 a.m. Casey’s has requested that the time be changed to 6:00 a.m. to accommodate customers that work third shift.

Trustee Kamp moved, seconded by Trustee Morman to authorize an ordinance be prepared to change the hours to sell package liquor for Class B license holders for Monday-Saturday to allow sales to begin at 6:00 a.m. 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**.

**Haynes on Main LLC class G license for June 30<sup>th</sup> street fest** – Local Liquor Control Commissioner reported that Haynes on Main LLC applied for a class G license for a street fest

on June 30, 2018. The event will follow all special restrictions on Class G license issued in accordance with section 113.081 of the Village Liquor Code. It is the recommendation of the Local Liquor Control Commission to approve this class G special event license to Haynes on Main LLC.

Trustee Schmidgall moved, seconded by Trustee Kamp to approve the Local Liquor Commissioner to issue a Class G license to Haynes on Main LLC for a street fest on June 30, 2018 upon receiving license fee and signed agreement of special restrictions on Class G license issued in accordance with section 113.081 of the Village Code of the Village Liquor Code. 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.**

## VII. TRUSTEES' REPORT:

**Employee contribution to health insurance costs** – will be discussed later in meeting.

**Employee compensation** – will be discussed later in meeting.

**Alley vacation request to vacate the east/west alley between 405 and 407 S. Monroe** – Trustee Elmore would like to request to start the process to vacate the east/west alley between 405 and 407 S. Monroe. Public Works Manager Schopp will check to see if any water or sewer lines are in the alley. If there are no issues she can submit the \$600 alley vacation fee to start the process.

**Ordinance #962 relating to accessory structures** – Trustee Morman moved, seconded by Trustee Kamp to adopt ordinance #962 to provide amendments relating to accessory structures. The current code does not allow an accessory structure to exceed 12 feet by 24 feet. This amendment will change the code to state that an accessory structure may not exceed 1,200 square feet or 8% of the lot area. If a contiguous tract or property contains 1 ½ acres or more then no accessory structure shall exceed 3,600 square feet or 3% of the lot area. 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.**

**107 Leopold St.** - The Board discussed annexing 107 Leopold St. Trustee Kamp stated that at the Zoning Board of Appeals meeting the owners asked what the benefits are of annexing into the Village. Attorney McGrath stated that double water rates for rural customers is one incentive for annexing along with the Village Zoning Code is much easier to follow than Tazewell County's if they are looking at building on the property. The Board felt that it would be best to have a meeting with the owner to discuss and answer any questions that they may have regarding the matter before the issue is voted on by the Board.

**Rural water/sewer rates** – Trustee Kamp asked to have explained the reason for rural water rates and why Heritage Lake paid Village rates. The Village Code states that except for users with a written agreement for property outside the Village limits shall pay two times the Village rate. May 1, 2000 the Village entered into an agreement with Heritage Lake to purchase their water works system. Stated in this agreement is that Heritage Lake will pay the same rates as the Village for their water. The Village has no other written agreement regarding

**Garden Gate/business Grants for maintenance of existing buildings for local business owners by sales tax or business district tax** - Trustee Schmidgall started a discussion on assisting local business owners that need help with the expense of maintenance to their business. Recently Beth Wiegand asked for assistance with expenses on the roof and parking lot at the depot. Schmidgall would like to grant her back part of the sales tax received by the Village from her customers to assist her with the expense. It was the consensus of the Board to have him talk with her and find out the amount of sales tax her customers have paid to the Village to determine an amount to grant her. Schmidgall would like to use sales tax and business district tax revenue as a fund source to assist local businesses when needing assistance on maintenance projects.

**VIII. ATTORNEY'S REPORT:**

**Ordinance #963 regarding prevailing wage law and bonding requirements** – Trustee Elmore moved, seconded by Trustee Morman to adopt ordinance #963 ascertaining the prevailing rate of wages for laborers, workmen and mechanics employed on public works of the Village. 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**.

**Ordinance #964 authorizing a portion of Homer Street to be annexed to the Village of Mackinaw** - In the plat of Miller's First Addition to the Town, now Village of Mackinaw a street known as Homer Street was dedicated along the East boundary of the platted subdivision. When the Village of Mackinaw vacated Homer Street that portion of Homer Street that is south of the north half of lot 1 in Miller's First Addition was conveyed by the vacation to the Village of Mackinaw. Questions have previously arisen concerning whether Miller's First Addition to the original Town was annexed to the Town of Mackinaw by reason of the fact that the original annexation records, which were filed with the Town of Mackinaw at the time of the platting of Miller's First Additions were either lost or misplaced by the original Town. The Trustees of Mackinaw have determined that the property to be annexed fulfills the statutory requirements of the Illinois Municipal Code, 65 ILCS 5/7-1-9 regarding the annexation of property that is owned by the annexing municipality.

Trustee Haynes moved, seconded by Trustee Elmore to adopt ordinance #964 authorizing a portion of Homer Street be annexed to the Village of Mackinaw. 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. EXECUTIVE SESSION:**

Executive session – At 8:23 p.m. Trustee Elmore moved, seconded by Trustee Peterson to enter into executive session to discuss employee insurance benefits and compensation per section 2(c) (5) of the open meeting act. Village Board and Attorney to be present during the meeting. 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**.

**X. ROLL CALL@ 9:45 P.M. – RETURN TO REGULAR SESSION:**

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

**Also Present:** Clerk/Collector Lisa Spencer and Attorney Pat McGrath

**XI. TRUSTEES REPORT (continued):**

**Employee compensation** – Trustee Peterson moved, seconded by Trustee Elmore to raises as follows:

**Full Time Employees** – 3% increase of wages

**One-time bonus** - Mike Schopp in the amount \$1,000 for extra hours while on salary pay

**Part Time Employees** -

**Public Works:** Christian Smith - .75 increase per hour

**Beautification:** Stephanie Schmidgall - .25 increase per hour

Patty Butterfield - .50 increase per hour

**Crossing Guards:** Barb James – 1.00 increase per hour

Becky Vincent – 1.00 increase per hour

**Police:** Chris Haines - .50 increase per hour

Greg Hampton - .50 increase per hour

**Cleaning Staff:** Allison Martens - .30 increase per hour  
**Office:** Jessica Sidwell - .38 increase per hour

**Meeting pay** – increase pay for taking minutes at Board meetings to \$50.00 per meeting

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**.

Trustee Elmore moved, seconded by Trustee Haynes to give part time officer Doug Bohnker a wage increase of .50 per hour. 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**.

**Employee contribution to health insurance costs** – Trustee Elmore moved, seconded by Trustee Peterson to raise the cost employee contribution from 25% to 30% for family coverage. The employee contribution portion is calculated by taking the total family cost minus \$650 for single coverage. The employee then pays 30% of the difference. On a roll call, the vote was:

AYES: 4 – President Friend and Trustees Elmore, Haynes, and Peterson  
 NAYS: 3 – Trustees Kamp, Morman, and Schmidgall  
 ABSENT: 0

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

## **XII. NEW BUSINESS:**

**Summer classes at the Community Center-** Last year the Community Center hosted summer painting and science classes at the center. There have been requests by residents to continue these classes. There are supplies left over from last year but would need to purchase some additional supplies in the estimated amount of \$250 for classes this summer. Trustee Morman stated that he has no problem with Jessica Sidwell teaching these classes this year but wanted the Board to approve the cost before scheduling. The cost of supplies would be purchased by the Clerk as per the employee spending policy.

Trustees Kamp and Morman requested that a list of proposed events be presented to the Board for a vote before scheduling preferably 6 months at a time.

## **XIII. ADJOURNMENT @ 10:07 P.M.:** There being no further business to come before the Board Trustee Morman moved, seconded by Trustee Elmore 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: 06/26/18