

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

**September 24, 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, Kraig Kamp(arrived at 7:07 p.m.), and Josh Schmidgall

**Absent:** Trustees Mark Morman and Jerry Peterson

**Also Present:** Police Chief Jack Nieu Kirk, Clerk/Collector Lisa Spencer, Public Works Manager Mike Schopp, Attorney Mark McGrath, Jennifer Leach, Brent Rassi, Beth Wiegand, and Andrea Johnson

**II. CONSENT AGENDA:** The consent agenda consists of approving the September 10, 2018 regular meeting minutes, public works department reports, recurring disbursements, and financial reports.

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

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

NAYS: 0

ABSENT: 3 – Trustees Haynes, Kamp, and Peterson

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

**Trustee Kamp arrived 7:07 p.m.**

**III. PUBLIC COMMENT:**

**Back flow check values** - Jennifer Leach was updated that G.A. Rich has televised the line and will be installing back flow check values at 102 & 104 Kruse St. next week.

**Storm water drainage** – Brent Rassi was informed that the bid results are in. The Board would like the Public Works committee members to review the results before making a decision on a possible project.

**IV. DEPARTMENT REPORTS:**

**POLICE REPORT:** Police Chief Jack Nieu Kirk reported on the activities of the police department. Chief Nieu Kirk updated the Board that he has two audits approaching for the department. UCR statics are being entered to be compliant with State requirements. New department computer server project is complete. The department has been spending extra time in the school zones to slow down traffic before and after school. Tickets and warnings have been issued and seem to helping with speeding. Nieu Kirk stated that Jessica Sidwell submitted grant applications that resulted in \$1500 for the department.

**Resignation of part time officer Thomas Keenan** – Trustee Elmore moved, seconded by Trustee Schmidgall to accept the resignation of part time officer Thomas Keenan effective immediately. On a roll call, the vote was:

AYES: 4 – Trustees Elmore, Haynes, Kamp, and Schmidgall

NAYS: 0

ABSENT: 2 – Trustees Haynes and Peterson

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

**Full Time Officer Position** – Police Chief Nieu Kirk presented a proposal for adding a full time officer for the department. A job description for a Police Sergeant listing appointment, term, compensation, and duties was reviewed by the Board. An estimate for salary and benefit package was included in the proposal. This addition would result in a change of shift scheduling for the department.

Trustee Schmidgall moved, seconded by Trustee Elmore to authorize McGrath Law Office to prepare a draft ordinance to add the position of Police Sergeant to the Village Code. Nieu Kirk is authorized to start the selection process from within the department for a full time position at an hourly rate of \$18.00 with benefits. He will bring his results to the Board for a final vote once the ordinance is passed. On a roll call, the vote was:

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

#### V. TRUSTEES REPORT:

**Garden Gate requesting assistance with improvements** – Trustee Schmidgall reviewed the documents from Beth Wiegand regarding her project costs and the amount of Business District Tax her customers have contributed to the Village. Trustee Schmidgall recommended granting 20% of Business District Tax paid to the Village by Garden Gate and the Tea Room's customers. McGrath stated that an ordinance including a policy on how businesses could be eligible for funds would need to be prepared.

Trustee Schmidgall moved, seconded by Trustee Kamp to have Pat McGrath write an ordinance stating a policy on which local business can seek financial assistance with materials on outdoor projects. The policy is for 20% of business district tax paid to the Village not to exceed \$20,000 and only if funds are available. Business owner must show tax documents stating what was paid in taxes. Business may only apply once in a ten year period. On a roll call, the vote was:

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

Beth Wiegand was asked to contact Attorney Pat McGrath to discuss tax papers needed to determine her assistance amount and policy eligibility. The Board will vote on her assistance amount once the ordinance is written.

#### VI. DEPARTMENT REPORTS: (continued)

**PUBLIC WORKS REPORT:** Public Works Manager Mike Schopp reported on the activities of the public works department. Schopp is preparing for an upcoming audit with the E.P.A. He reported that Public Works worked at 609 Golden Ct. The homeowner recently complained rocks from snow plowing have made it impossible for grass to grow along the curb where snow gets piled from the plow. Public Works removed the 3" from the surface and replaced it with new soil, planted grass seed, and applied straw on Thursday. Monday it was noticed that the straw had been removed and the grass seed had been raked up by the homeowner. Schopp wanted the Board to know the efforts that his department made regarding their issue.

**Bid results and possible awarding of Village various drainage improvement project** – This item was tabled due to committee members being absent.

**Dump truck for Public Works Department** – Schopp stated that him and Brian Lang went to Michigan to inspect a used truck. This like the rest of the used trucks looked at have not met the expectations or needs of the department. Schopp requested that the Board reconsider purchasing a new truck before plowing season begins. He quoted a 2017 Peterbilt for \$138,300 and a 2019 Kenworth for \$137,298. He is waiting to hear from the local rep on whether that price is negotiable. The Board reviewed the funds and if Schopp used all the earmarked funds for vehicles and heavy equipment there is enough available. The Board agreed that a new one would be a better investment for the department and asked to collect some final prices and bring back to the Board for a vote.

**Playground mulch for Veterans Park** – Trustee Haynes moved, seconded by Trustee Elmore to approve the purchase 14,000 lbs. of rubberized playground mulch for Veterans Park at a cost not to exceed \$3,600. On a roll call, the vote was:

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

**Well#6 maintenance and possible repairs** – Well #7 was installed the same time Well # 6 was and has had to be pull and have maintenance and repairs done. Since the Wells were installed the same time as a preventive measure Schopp requested that Well #6 now be pulled and have maintenance and repairs if any. A quote with the all the cost that could need to be done was reviewed.

Trustee Schmidgall moved, seconded by Trustee Kamp to have CAHOY pull Well #6 to have maintenance and possible repairs done at a cost not to exceed \$24,446.00. On a roll call, the vote was:

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

#### **COLLECTOR'S REPORT:**

**Non-recurring disbursements** – Trustee Elmore moved, seconded by Trustee Haynes to approve the non-recurring disbursements. On a roll call, the vote was:

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

#### **VII. PRESIDENT'S REPORT:**

**Village Hall server** – This item was tabled.

**Township Building** – President Friend updated the Board that the Mackinaw Township is looking at purchasing land and building a new Township Building. Friend was going to proposed to the Board a possible property trade but has become award that the Township Board is looking into purchasing farm land just outside the Village limits.

**Appointment of Village Treasurer** – President Friend introduced Andrea Johnson to the Board as his recommendation for Village Treasurer. Johnson grew up in Mackinaw and currently lives in Heritage Lake. She has a degree in business management and has worked at CEFCU for the past ten years.

Trustee Haynes moved, seconded by Trustee Schmidgall to accept President Friend's recommendation and appoint Andrea Johnson as Village Treasurer beginning October 1, 2018 for a term ending April 30, 2019 at a salary of \$500 per month. On a roll call, the vote was:

AYES: 4 – President Friend, Trustees Haynes, Kamp, and Schmidgall  
 NAYS: 0  
 ABSTAIN: 1 – Trustee Elmore  
 ABSENT: 2 – Trustees Morman and Peterson  
 There being a majority of affirmative votes, the **motion carried.**

**Intergovernmental Agreement with Tazewell County for animal and rabies control services** – Trustee Kamp moved, seconded by Trustee Schmidgall to enter into an intergovernmental agreement with Tazewell County for animal and rabies control services for 2019 at a cost of \$139.50 per month. On a roll call, the vote was:

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

**VIII. LOCAL LIQUOR CONTROL COMMISSIONER’S REPORT:** none

**IX. TRUSTEES’ REPORT: (continued)**

**Employee compensation and benefits** – This item was tabled.

**X. ATTORNEY’S REPORT:** none

**XI. NEW BUSINESS:** none

**XII. ADJOURNMENT @ 8:47 P.M.:** There being no further business to come before the Board  
Trustee Elmore moved, seconded by Trustee Haynes 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: 10/11/18