

October 13, 2020

**MINUTES OF A  
REGULAR MEETING  
OF  
THE DWIGHT VILLAGE BOARD OF TRUSTEES**

**Held via Teleconference  
Number: 351-999-3046  
October 13, 2020 at 7:30PM**

President Anderson called the meeting to order at 7:30PM.

**PRESENT: Jared Anderson, Village President; Marla Kinkade, Trustee; Jenny Johnson, Trustee; Jerry Curtis, Trustee; Randy Irvin, Trustee; Chuck Butterbrodt, Trustee**

**ABSENT: Justin Eggenberger, Trustee**

**Others in Attendance: Jill Haacke, Village Clerk; Irv Masching, Village Attorney; Austin Haacke, Finance Director; Tim Henson, Police Chief; Kevin McNamara, Village Administrator; Corey Scoles, Public Works; Jane Anderson, Dwight Economic Alliance; Midge Fogarty, The Paper; Megann Horstead, WCSJ.**

According to Section 6 of the Executive Order specifically suspends, for the duration of the Gubernational Disaster Proclamation, the Open Meeting Act requirement that public officials be physically present at public meeting. Public bodies are “encouraged” to : (1) postpone consideration of public meetings whenever possible; (2) provide video, audio, and/or telephonic access to meetings to ensure member of the public can monitor the meetings; and (3) update their websites and social media to keep the public apprised of changes to their meeting and of activities related to COVID-19.

The Village Board Minutes of September 28, 2020 were presented for approval. Trustee Kinkade made a motion with a second from Trustee Irvin to approve the minutes as submitted. Roll call. All voted aye. Motion carries, 5-0.

**FINANCIAL REPORTS**

Payment of the October 13, 2020 bills in the amount of \$129,548.56 were presented for payment from the various funds. Trustee Curtis made a motion, with a second from Trustee Irvin to pay the bills as submitted. Roll call. All voted aye. Motion carries, 5-0.

Trustee Curtis made a motion with a second from Trustee Kinkade to approve the August 2020 Treasurers Report as presented. Roll call. All voted aye. Motion carries, 5-0.

**PUBLIC FORUM**

None

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## VILLAGE REPORTS

President Anderson congratulated Route 66 Family Restaurant on their grand re-opening and commented how beautiful the building is.

Corey reported that the end of October will be the end of brush pickup.

Jane Anderson from the Dwight Economic Alliance reported they had a ribbon cutting ceremony for the Route 66 Family Restaurant. She also made note of their new and extended Route 66 section of sale items in the store. The Cat's Meow piece this year will be the post office and they are coming soon. She has been conducting weekly trivia on Facebook and the winner receives a gift card to a business in town. Finally, she is working with Sanken Sole Realty on welcome packets.

## COMMITTEE MEETINGS

*The Ordinance, Judicial and Licensing Committee met on October 7, 2020 at 5:00PM in person. Those present were Trustees Curtis, Johnson, Irvin and Kinkade. Those also present were Administrator McNamara, Police Chief Henson, Jane Anderson, and Jennifer Connor. Chairman Curtis called the meeting to order at 5:00PM.*

*Discussion began on West main Street parking. After discussion and with input from Chief Henson and Jennifer Connor, the committee agreed to recommend to the Board that 2 hour parking signs will be installed on the north side of West Main at the west end in conjunction with moving and freeing up a like amount of parking spaces on the south side of West Main from 2 hour parking to non-restricted parking.*

A motion was made by Trustee Curtis with a second by Trustee Irvin to approve the parking sign changes for West Main Street as presented. Roll call. All voted aye. Motion carries, 5-0.

*The committee next reviewed and updated Village Fine Rate schedule. They recommend that the Standard Fine Penalty would increase:*

*First Offense: \$100 plus all costs*

*Second Offense: \$200 plus all costs*

*Third Offense: \$300 plus all costs*

*Parking offenses would increase to \$25, \$50, \$75 plus all costs with no reduction for early payment. Littering in public parks would change to \$500 per offense to coincide with State standards. All other proposed changes were indicated in the Proposed Fine Rate Revision.*

A motion was made by Trustee Curtis with a second from Trustee Kinkade to accept the Fine Rate revisions as presented. Roll call. All voted aye. Motion carries, 5-0.

*Discussion began on Mobile Food Vendors. Jane Anderson of the Dwight Economic Alliance has had numerous inquiries about village regulations of mobile food vendors. The Committee began review of Proposed changes to Chapter 17 of the Dwight Municipal Code regarding Canvassers, Solicitors and Peddlers. The committee reviewed the City of Morris regulations. McNamara talked to the Livingston County Health Department regarding county guidelines. The Village would designate areas where mobile food vendors/ food trust would be allowed. Suggested locations would be the Village lot downtown on east Chippewa, Renfrew Park, Lions Lake and possibly Garrett Park. Depending on the location the proposed hours of operation in Village Parks would be from dawn to dusk, at other location would be from 6AM to 10PM seven days a week. McNamara was instructed to compile everything together for review at a future Ordinance Committee Meeting. The meeting adjourned at 6PM.*

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**OLD BUSINESS**

Trustee Butterbrodt made a motion with a second from Trustee Curtis to accept the final pay request of \$32,954.82 to SKC Construction INC. Roll call. All voted aye. Motion carries, 5-0.

Trustee Irvin made a motion with a second from Trustee Curtis to accept the three-year audit proposal from Mack & Associates. Roll call. All voted aye. Motion carries, 5-0.

**NEW BUSINESS**

Administrator McNamara inquired on direction from the board on how to proceed with the open lot on Chippewa street near downtown. He has had some inquiries on the property. He also informed the board that Superior Excavating is coming to do some re-seeding on the James Street project and D Construction will be back to finish adding stone after paving streets.

Finding no further business, President Anderson asked for a motion to adjourn. A motion to adjourn was made by Trustee Curtis with a second by Trustee Kinkade. Roll call. All voted aye. Motion carries, 5-0. The meeting adjourned at 6:52PM.

APPROVED:

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Jared Anderson, Village President

ATTEST:

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Jill V. Haacke, Village Clerk