

December 13, 2021

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

**Held in the Public Services Complex
209 South Prairie Avenue, Dwight Illinois
December 13, 2021 at 6:30PM**

PRESENT: Paul Johnson, Village President; Marla Kinkade, Trustee; Randy Irvin, Trustee; Pete Meister, Trustee; Jenny Johnson, Trustee

ABSENT: Chuck Butterbrodt, Trustee and Justin Eggenberger, Trustee

Other Village Officials in Attendance: Austin Haacke, Finance Director; Cory Scoles, Public Works Director; Kevin McNamara, Village Administrator; Whitney Scott, Village Clerk

Also in attendance was Village Paramedic Samantha Marshall by phone due to COVID quarantine.

The Village Board Minutes from November 22, 2021 were presented for approval. Trustee Johnson made a motion, with a second from Trustee Kinkade, to approve the minutes as submitted. Roll call. All voted aye. Motion carries, 4-0.

FINANCIAL REPORTS

Payment of the December 13, 2021 bills in the amount of \$259,796.09 were presented for payment from the various funds. Trustee Irvin made a motion, with a second from Trustee Kinkade, to pay the bills as submitted. Roll call. All voted aye. Motion carries, 4-0.

The Treasurer's Report for November 2021 was presented for review. Trustee Meister made a motion, with a second from Trustee Kinkade, to approve the report as proposed. Roll call. All voted aye. Motion carries, 4-0.

PUBLIC FORUM

NONE

PRESIDENT'S REPORT:

President Johnson said that everything through the holidays went really well – Operation S.O.S, the DEA Christmas Parade and Breakfast with Santa, Love Boxes and the Backwards Christmas Parade – and that he appreciated all of the volunteers and their efforts.

President Johnson also reported that he, Kevin, and Austin have finished the FEMA Grant Application for the \$295,000 towards a new ambulance (of which we would only have to match \$14,000) and that the applications will be computer- and peer-reviewed with grants being awarded this spring.

VILLAGE REPORTS:

Kevin reported that Phoenix Acquisition LLC of Milwaukee, WI is purchasing the LSC Plant. They have not yet disclosed who they're leasing the building to. That could be announced later this week. Per the

December 13, 2021

realtor, the new business will create more and better paying jobs than the Pallet company that had backed out.

Kevin also reported that last week's Zoning Board Meeting was cancelled due to Mr. Wollgast withdrawing his variance request as he'd decided to place the shed in the rear yard. His application fee was refunded to him (noted in the December 13, 2021 bills as a variance refund).

Cory Scoles advised he didn't have much to report, other than the Water Filtration Plant Repairs to be discussed as New Business. He reported that they've had a few trucks out for repairs, as seen in the December 13, 2021 Bills, and that another is at Huffman's today. He also reported that they've received three loads of salt and he's getting organized to know how much will be needed to have on-hand as the new company has a 7-day lead on salt deliveries.

Cory also reported on behalf of Sara Tutterow, advising that one pump had been pulled and was an insurance claim and another has been pulled for budgeted repairs, but no additional updates.

Officer Beier reported on behalf of the Police Department in Chief Tim Henson's absence, expressing the department's gratefulness for the hazard pay issued. The only other thing of note was the recent issues they've been having with their computers (touch screens not working properly) – they're troubleshooting those issues now and hope to have a resolution soon.

ORDINANCE / RESOLUTIONS:

Five Ordinance Resolutions were presented for the Boards' review:

ORD 1471 Tax Levy Ordinance in the amount of \$954,300.00. Trustee Kinkade made a motion, with a second from Trustee Johnson, to approve the Tax Levy Ordinance. Roll call. Johnson (aye), Kinkade (aye), Meister (aye), Butterbrodt (absent), Eggenberger (absent), Irvin (aye). Motion carries, 4-0.

ORDINANCE 1471 IS ON FILE IN THE OFFICE OF THE VILLAGE CLERK

ORD 1472 G.O. Waterworks Bond Abatement Series 2021A abating the tax heretofore levied for the year 2021 to pay the principal and interest on \$1,995,000. Trustee Kinkade made a motion, with a second from Trustee Meister, to approve the General Obligation Waterworks Bonds. Roll call. Kinkade (aye), Meister (aye), Butterbrodt (absent), Eggenberger (absent), Irvin (aye), Johnson (aye). Motion carries, 4-0.

ORDINANCE 1472 IS ON FILE IN THE OFFICE OF THE VILLAGE CLERK

ORD 1473 G.O. Tax Increment Bond Abatement Series 2016B abating the tax heretofore levied for the year 2021 to pay the principal and interest on \$1,970,000 General Obligation Bonds. Trustee Kinkade made a motion with a second from Trustee Irvin, to approve. Roll call. Meister (aye), Butterbrodt (absent), Eggenberger (absent), Irvin (aye), Johnson (aye), Kinkade (aye). Motion carries, 4-0.

ORDINANCE 1473 IS ON FILE IN THE OFFICE OF THE VILLAGE CLERK

ORD 1474 G.O. Tax Increment Bond Abatement Series 2021B abating the tax heretofore levied for the year 2021 to pay the principal and interest on \$600,000 General Obligation Tax Increment Bonds. Trustee Kinkade made a motion with a second from Trustee Johnson, to approve. Roll call. Butterbrodt (absent), Eggenberger (absent), Irvin (aye), Johnson (aye), Kinkade (aye), Meister (aye). Motion carries, 4-0.

ORDINANCE 1474 IS ON FILE IN THE OFFICE OF THE VILLAGE CLERK

December 13, 2021

ORD 1475 G.O. Sales Tax Bond Abatement Series 2021C abating the tax heretofore levied for the year 2021 to pay the principal of and interest on \$4,150,000 General Obligation Sales Tax Bonds. Trustee Irvin made a motion with a second from Trustee Meister. Roll call. Eggenberger (absent), Irvin (aye), Johnson (aye), Kinkade (aye), Meister (aye), Butterbrodt (absent). Motion carries, 4-0.

ORDINANCE 1475 IS ON FILE IN THE OFFICE OF THE VILLAGE CLERK

OLD BUSINESS:

Kevin recommends the board extend the \$1,000.00 flat fee permit for new construction through 2022. Dwight has only had one permit for a new home in 2021 due to cost of materials, labor shortages, and COVID. However, two additional permits are expected within the next few weeks. Trustee Irvin made a motion, with a second from Trustee Johnson, to extend the \$1,000 flat permit fee. Roll call. All voted aye. Motion carries, 4-0.

NEW BUSINESS:

Samantha Marshall, by phone, requested that President Johnson read the email that Acting EMS Director Tim Henson had sent Samantha on December 9, 2021 referencing Disciplinary Action 8.16 of the Village of Dwight Policy & Procedure Manual. On December 7, 2021 Paramedic Rachel Keller advised that her mom is COVID positive and had infected her Grandmother, who Rachel resides with. Rachel received a phone call from her mother, advising her that she was in route to Dwight EMS because she was having medical issues. Henson's email states that Samantha, as the most senior Paramedic, did not adequately prepare for the patient knowing their one and only operational ambulance was out on another call, and met a known COVID patient without appropriate PPE. Henson's email also states that a used needle, not put into a sharp's container, was found during the clean-up of the situation. In summary, Henson recommends to the Village Administrator that Samantha Marshall did not fulfill the minimum standards of the position of Paramedic while being a probationary employee.

Samantha explained that she has been a paramedic for over eleven years with no history of issues, that she's in good standing with Morris Hospital and has a great working relationship with her department and area agencies and hospitals. She stated that she had worked for over 10 years in Coal City and several years alongside the Grundy County Coroner and has worked more hours than any other part-time village employee. She also questioned why she was the only one being punished for this situation. President Johnson advised that further discussion would be held in executive/closed session.

Dawn Trizna was in attendance to speak to the above situation, explaining that she is Rachel Keller's mother, and that she and Samantha Marshall are close family friends for over 20 years. She explained that she tested positive on Friday November 26th and that her 10-day quarantine ended Sunday December 5th. She also advised she has a doctor's note stating she would not have been contagious on the December 7 situation. Dawn explained that Rachel and Samantha were very worried about her health and not concerned about proper PPE, they were trying to keep her from going into respiratory arrest. She asked that the board show compassion towards the situation, she doesn't want Sam to lose everything she's worked for. President Johnson thanked her for her comments.

Water Filtration Plant Repairs, third item of new business, was presented by Cory Scoles. He shared the quote from All Service for the necessary repairs and explained that though the total cost is just under \$40,000.00, this was actually good news – there is not a hole in the tank as originally thought, just several fractures of the welding needing repairs. It was found that it was only tacked on two sides but will be

December 13, 2021

tacked on all four sides as part of the repair. Trustee Kinkade made a motion, with a second from Trustee Irvin, to move forward with the repairs as quoted for the lump sum cost of \$39,545.00. Roll call. All voted aye. Motion carries, 4-0.

2022 Village Board Meeting Dates were presented for review and discussed, everyone in favor of continuing meetings on the 2nd and 4th Mondays of each month despite the Valentine's and Columbus/Indigenous People's holidays falling on proposed meeting dates. Trustee Kinkade made a motion, with a second from Trustee Meister, to approve the proposed dates as presented. Roll call. All voted aye. Motion carries, 4-0.

2022 Plan Commission and Zoning Board Meeting Dates were also presented for review. Trustee Irvin made a motion, with a second from Trustee Johnson, to approve the proposed dates, the third Tuesday of each month, as presented. Roll call. All voted aye. Motion carries, 4-0.

Confirming no further new business on the agenda, President Johnson requested a motion to leave Regular Session to enter into Executive Session. Trustee Kinkade made a motion, with a second from Trustee Meister, to leave Regular Session at 7:23 pm. Roll call. All voted aye. Motion carries, 4-0.

The Village Board entered into Executive Decision to further discuss Section 2(c) Personnel regarding the December 7, 2021 EMS situation.

A motion to adjourn the Executive Decision at 8:28 pm was unanimously approved, and the Board returned to Regular Session at 8:29 pm.

In Regular Session, Trustee Irvin made a motion, with a second from Trustee Johnson, to terminate Samantha Marshall effective December 13, 2021. Roll call. All voted aye. Motion carries, 4-0.

COMMITTEE MEETINGS:

SERVICES COMMITTEE met 12/13/21 at 6:00pm. Present were Mayor Johnson, Trustees Irvin, Johnson, Kinkade, Gary Beier, Cory Scoles, Austin Haacke, Whitney Scott, and Kevin McNamara. Mayor Johnson, Acting EMS Director Tim Henson and Kevin McNamara interviewed several candidates for full and part-time paramedic positions available. The Committee reviewed their recommendation to offer Kevan Mitchell and Rachel Andreina Paramedic positions pending physical checks and testing into the Morris Hospital system at Step C of the Paramedic salary schedule, \$50,874, on a six-month probationary period.

Trustee Irvin made a motion, with a second from Trustee Johnson to employ Kevan Mitchell and Rachel Andreina as Paramedics pending physical checks and testing into the Morris Hospital system at Step C of the Paramedic salary schedule, \$50,874, on a six-month probationary period. Roll call. All voted aye. Motion carries, 4-0.

The Committee also reviewed the recommendations to offer Crista Confiliano, Ryan Januszewski, and Matthew Kaplan part-time paramedic positions pending physical checks and testing into the Morris Hospital system at \$20.50 per hour, on a six-month probationary period.

Trustee Irvin made a motion, with a second from Trustee Kinkade to hire Crista Confiliano, Ryan Januszewski and Matthew Kaplan for the part-time paramedic positions pending physical checks and testing into the Morris Hospital system at \$20.50 per hour, on a six-month probationary period. Roll call. All voted aye. Motion carries 4-0.

December 13, 2021

The second agenda item, Future Committee Meetings, was specifically in regard to the hiring process for the EMS Director and Chief of Police positions. The committee discussed and recommends that the Board of Trustees, in their entirety, are present to interview the three EMS Director candidates (priority). The committee also discussed the interview process for filling the soon-to-be vacant Chief of Police position and recommends that Chief Woolford of Pontiac, Chief Steffes of Morris, the Services chair, Mayor and Kevin McNamara narrow the 29 candidates down to two internal and two external candidates, and then the Board of Trustees, in their entirety, are present for those four/final interviews. It was determined to schedule the three EMS Director candidates as soon as possible, and then the four Chief of Police candidates in early January.

The third agenda item was Department Updates – Kevin advised that COVID has hit quite a few employees, Officer Larsen just returned to work Friday 12/11 and Officer Sheldon, who is vaccinated was quarantined for 5 days with his baby due any day. Officer Houch, Leslie Houch, Rachel Keller and Sara Tutterow are also on COVID quarantine. Kevin also advised that there is only one ambulance in service, The Village is waiting on final Illinois Dept. of Public Health approval after Kathy from Morris Hospital inspected the rig this past Friday. The meeting was adjourned the meeting at 6:30 pm.

Finding no further new business, President Johnson asked for a motion to adjourn. A motion to adjourn was made by Trustee Irvin, with a second from Trustee Kinkade to adjourn the meeting at 8:34 PM, all voted aye.

Paul Q. Johnson. Village President

ATTEST:

Whitney M. Scott, Village Clerk