

February 14, 2022

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

**Held in the Public Services Complex
209 South Prairie Avenue, Dwight Illinois
February 14, 2022, at 6:30PM**

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

ABSENT: Chuck Butterbrodt, Trustee; Pete Meister, Trustee; and Justin Eggenberger, Trustee

Other Village Officials in Attendance: Kevin McNamara, Village Administrator; Police Chief Tim Henson, EMS Chief Mike Callahan, Austin Haacke, Finance Director and Whitney Scott, Village Clerk

With the absence of three trustees, President Johnson provided the fourth vote for each agenda item to ensure a majority of the quorum was met.

The Village Board Minutes from January 10, 2022 were presented for approval. Trustee Kinkade made a motion, with a second from Trustee Johnson, to approve the minutes as submitted. Roll call. All voted aye. Motion carries, 4-0.

The Special Village Board Minutes from January 31, 2022, were also 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 February 14, 2022 bills in the amount of \$165,856.38 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 December 2021 was presented for review. Trustee Kinkade made a motion, with a second from Trustee Johnson, to approve the report as presented. Roll call. All voted aye. Motion carries, 4-0.

The Treasurer's Report for January 2022 was also presented for review. Trustee Kinkade made a motion, with a second from Trustee Irvin, to approve the report as presented. Roll call. All voted aye. Motion carries, 4-0.

Finance Director Austin Haacke presented a Fund Transfer request of \$67,171.31 from the Sewer Fund (52) to the Sewer Reserve Fund (33) for the purpose of paying principal and interest on IEPA Loan L17-1046; however, it was determined the requested amount did not match up to the dollar amount posted in the agenda (\$61,171.31) due to a typo, so this will be tabled until a future meeting.

Haacke also presented a Fund Transfer request of \$116,038.76 from the General Fund (01) to the Capital Expenditures Fund (38) for the purpose of paying multiple invoices.

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- 2,741.70 for equipment transfer to 2017 Chevrolet Traverse
- 43,510.00 for new police squad
- 2,257.00 for Depot Rehab project
- 28,279.58 for 20% share of Pinecone Path project
- 19,555.24 for Backstop at Renfrew Park
- 9,478.75 for a Lawn Mower
- 9,297.00 for Pool design Invoices
- 919.49 for range and hood in Ambulance Department

Trustee Johnson made a motion, with a second from Trustee Irvin, to approve the fund transfers as requested. Roll call. All voted aye. Motion carries, 4-0.

PUBLIC FORUM:

Leslie Gingery addressed the board expressing her concerns that Dwight is not dog friendly. She explained that she doesn't have the best-behaved dog neighbors in her part of town, making walking along her neighborhood sidewalks less than ideal. She does not enjoy having to load up her dog to drive out to Lion's Lake for a walk and would much prefer to be able to walk her dog in Renfrew Park. She further expressed her disappointment in all the 'DON'T' signs as you enter Renfrew Park, asking if 'Don't have fun' will be added next?

President Johnson responded, explaining that there has been discussion of a dog park in Dwight's future. He advised that while Renfrew is really our only park in town, not everyone is a dog person and there are also liability and insurance concerns, as the park is village property. He confirmed that her concerns would not go unwarranted and that it already on the board's radar to further discuss.

PRESIDENT'S REPORT:

President Johnson explained that we've spent the last almost year cleaning up a lot of policy/personnel/equipment issues that needed to be handled, including hiring the new EMS Chief and staff, a new Police Chief, and additional officers. He thanked the board for working collectively to shore up the "foundation" and that it will soon be time to turn our focus to Economic Development to ensure that local businesses, as well as new businesses and attracting prospective businesses, are getting adequate representation. He explained that it was time to pivot the mindset towards economic growth and working with existing businesses on how to take Dwight to the next level and how the Board could assist.

VILLAGE REPORTS:

Public Works Director Cory Scoles expressed his thanks to the Village Crew for a job well done throughout the snowstorm – and to the citizens, and the Police Department for their assistance and reminders to residents, for not parking on streets so that snow removal could run smoothly. He also advised that a valve that had been ordered back in September was finally received and will be installed in the downtown water tower this week. Cory also wanted to remind residents if they see/hear the alarms at any of the lift stations, to please contact the Village, or the non-emergency number after-hours, to report.

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Chief Henson advised was that he'd be inviting officers, including those who had recently retired, to the February 28th meeting for a five-minute presentation, as "one last hurrah!"

RESOLUTIONS/ORDINANCES:

The 2022 Keeley Trust Resolution providing for the expenditure of the sum of \$25,000 for labor to be done and materials furnished in building and repairing sidewalks, alleys, and roads within the Village of Dwight, Illinois, during the calendar year 2022 was submitted for approval. Trustee Kinkade made a motion, with a second from Trustee Johnson, to approve the Resolution as submitted. Roll call. All voted aye. Motion carries, 4-0.

RESOLUTION 2022-1 IS ON FILE IN THE OFFICE OF THE VILLAGE CLERK

COMMITTEE MEETINGS:

ADMINISTRATION & FINANCE COMMITTEE met January 31, 2022, at 5:00 pm.

PRESENT: Village President Paul Johnson, Trustees Eggenberger, Irvin, Johnson, Kinkade, Meister, Admin McNamara, and Chief Henson.

The purpose of the meeting was to interview six candidates for the Police Chief position. Services Chair Eggenberger conducted the interviews. Trustee Eggenberger made a motion with a second from Trustee Kinkade to enter Executive Session regarding Personnel; Section 2 (c) (1) at 5:02 p.m. All voted aye- Mr. Thomas Logan was the first interview. Mr. Gary Beier was the second candidate to interview. After the two interviews those present briefly discussed the candidates. The Committee re-entered Open Session at 6:48 P.M. and the meeting recessed until Wednesday, February 2 at 4:30 P.M. on a motion from Johnson, seconded by Kinkade. All Voted aye by voice vote at 6:49 P.M., Motion carries.

The February 2, 2022, meeting was rescheduled to Monday February 7, 2022, at 4:30 P.M. due to weather conditions.

CONTINUATION OF RECESSED ADMINISTRATION & FINANCE COMMITTEE MEETING, Monday February 7, 2022, 4:30 P.M. PRESENT: Village President Paul Johnson, Trustees Eggenberger, Johnson, Kinkade, Meister, Admin McNamara, and Chief Henson.

Trustee Eggenberger called the recessed meeting from January 31, 2022, to order at 4:30 P.M. The purpose of the meeting is to interview candidates for Police Chief. Candidates to be interviewed tonight are Mr. Ben Martinez, Mr. Tim Ogan, Mr. Mike Nolan, and Mr. Greg Whalen.

Trustee Eggenberger made a motion with a second from Trustee Johnson to enter Executive Session regarding Personnel; Section 2 (c) (1) at 4:31 P.M. All voted aye- Motion carried 4-0.

After the interviews concluded those present discussed the candidates. Tim Henson exited the session at 8:30 P.M. Trustee Johnson made a motion to re-enter Open Session at 8:55 P.M. with a second from Trustee Kinkade. All voted aye by voice vote, Motion carries. 4-0.

Trustee Johnson made a motion to adjourn with a second from Trustee Kinkade at 8:55 P.M. All voted aye by voice vote, Motion carries.

SERVICES, HEALTH & FINANCE COMMITTEE met January 25, 2022, at 4:30 pm

PRESENT: Trustees Eggenberger, Irvin, Johnson, and Kinkade.

Others in Attendance: Tim Henson, Mike Callahan, Austin Haacke, Gary Beier, McNamara

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Trustee Eggenberger called the meeting to order at 4:30 P.M. Eggenberger noted that part-time police officers Graham Haley and Blake Krewer has resigned their positions. Letters was received from John Hoy stating his intent to retire as a Dwight Police Officer effective March 2, 2022, and Glenn Peters stating his intent to retire as Dwight Police Sergeant effective August 3, 2022.

Henson stated there is an opening at the Macon County Police Training Institute beginning April 24 with the next opening July 29. The Committee recommends that an ad be placed in the local paper advertising for interested police candidates.

There was lengthy discussion on establishing a formal lateral transfer program. Eggenberger instructed McNamara to develop a proposal. Items to be included is the need to have two years' experience and be State certified, allow service time to be credited maxing out at five years, no seniority, vacation time to follow current Village policy, a mandatory physical exam.

In discussion the Committee recommends the full Board look into changing the current Village probationary period for new hires from six months to twelve months.

Henson also reported: New guns are in, officers need to become certified on them; New squad is in house. There is a backlog at Ragan Communications to do the switchover and in receiving items going into the squad; Officer Larsen is in the Shadow Phase of Training; Officer Sheldon will be in the Shadow Phase in two weeks. He was off due to the birth of his child.

Eggenberger read the resignation letter of EMT B Amelia Netherton effective January 19, 2022. She is moving to Tennessee. Mike Callahan has posted the need for part-time employees on Facebook and will post on Indeed.

Callahan reviewed Proposals for MTS Power load Stryker cots. The current Stryker cots were purchased in 2008. Cots have a life span of seven years although Chief noted that would be for usage in larger cities with numerous calls per day. Also now would be the time to purchase cots while two ambulances are being re-chassied because tracks in the box would need to be installed and wiring upgrades would be needed. Cost per Power Load cot is \$22,415.39 plus an additional \$20,548.14 for the Power Pro XT MTS High accessory equipment on the cot. Annual onsite preventive maintenance per Power Load is \$7,761.12 and \$4,120.00 for the Power-Pro. The Village would receive a \$2,500 credit per trade-in. The total price of the package for two cots is \$104,689.30. Callahan also stated the price was increasing February 1. A LUCAS Chest Compression system was also quoted at \$14,587.19 per system. Since Dwight Fire District recently received a grant for one chest compression unit the Committee determined that would be sufficient at this time. Discussion turned to purchasing, leasing, or financing the cots. Stryker has a lease program. Callahan is to ask Stryker if the Village can get an extension until the February Board meeting on the price increase. Callahan was also advised to get a second quote from another cot company. Austin Haacke was requested to contact the four local banking institutions to check on a rate and terms to finance the purchase.

Callahan also reported; The three new medics are currently on training status; He is applying for grants through many agencies/companies; EMS responded to calls 31 in Odell in the 4th quarter, and Odell Fire District has been invoiced. McNamara and Callahan were instructed to work on the contract and financing from Odell Fire. To make up for the loss of income from Duffy Ambulance Service the VCOM 911 Board is charging Dwight an additional 10% in service fee. The meeting was adjourned the meeting at 6:38 pm.

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February 14, 2022, at 6:00 pm. Present were Village President Paul Johnson, Trustees Irvin, Johnson, and Kinkade, as well as Chief Henson, Officer Nolan, EMS Director Callahan, Cory Scoles, Austin Haacke, Kevin McNamara, and Whitney Scott. Trustee Eggenberger was absent.

EMS Director Callahan advised that they had originally posted one full-time basic position, and after several interviews he suggested hiring two part time EMS Employees to help fill the open hours and cut down on overtime. Kaila M Youngblood has moved to Dwight from Virginia and would be hired as a part-time paramedic. Joel J Rivera, who is currently in medic school and doesn't have full-time availability, would be hired as a part-time basic. Trustee Irvin made a motion to recommend to the board the hiring of both, pending testing and licensing requirement, with a second from Trustee Johnson.

Trustee Johnson made a motion, with a second from Trustee Kinkade to hire both Kaila M Youngblood (paramedic) and Joel J Rivera (basic) as part-time EMS employees pending all required testing and licensing requirements. Roll call. All voted aye. Motion carries, 4-0.

The Committee also reviewed the recent interview process for the soon-to-be vacant Police Chief position. Trustee Irvin explained that he wasn't able to attend the second round of interviews but had spoken with all other trustees and that the committee had unanimously agreed on their decision. Trustee Irvin made a motion, with a second from Trustee Johnson, to recommend the board hire Officer Mike Nolan as Chief of Police effective Saturday, March 4, 2022.

Trustee Johnson made the motion, with a second from Trustee Kinkade, to hire Officer Mike Nolan as the new Chief of Police effective March 4, 2022, at Step A of the Police Chief's schedule with all of his other current benefits. Roll call. All voted aye. Motion carries, 4-0.

EMS Director Callahan and Police Chief Henson both spoke on the final agenda item, Chiefs Reports. Callahan advised that the 1814 ambulance has been out of service six days this month; the running boards had completely rotted off the bottom and Coleman & Son Garage was able to cut off the braces and remount those. Then, after only about a day and a half back in service the siren went out. It was determined that the siren was so corroded from salt that it had fused itself to the metal bracket and will need to be completely replaced. Callahan also advised that the cot motor had gone out due to a battery failure, and because the new cot mounts, he had just ordered will come with a new battery, he was able to source a used battery from Coal City until the new cots arrive. Callahan also provided an update on the re-chassis project, explaining that they're currently running about one week ahead of schedule, and he'll keep a close eye on that to ensure it is retitled, plates are transferred, and the inspections are scheduled to align, as the second ambulance will head to Crossroads Ambulance Sales & Services LLC as soon as they've completed the first ambulance. Callahan closed his report with a summary of call volume; January 2022 had more than double the number of calls received in January 2021. Callahan also mentioned wrapping up the contract process with Odell Fire.

Chief Henson shared that they currently have twelve applicants for the March 5th police testing and that Dwight has two spots for the April – July academy, but that he'll leave that up to Mike. Henson also expressed his appreciation for both internal candidates for the police chief position, stating that the candidate not chosen has continued to be a "rock star" for the department and he has no doubt things will continue smoothly. With no further business to discuss, Trustee Irvin made a motion, with a second from Trustee Johnson, to adjourn the meeting at 6:23 pm.

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OLD BUSINESS:

Trustee Irvin inquired if there were any updates on the light poles or the water meters? No new updates on the light poles available currently. The water meter project is pending RFP, Cory and Kevin had drawn that up and submitted to Farnsworth Group for their guidance and approvals, they'll get the final draft completed and meet with the Public Properties/Utilities Committee for approvals and will then advertise.

The Billing Clerk position was also discussed, Kevin advised he had eleven applicants narrowed down to five and that he'd coordinate interviews.

NEW BUSINESS:

Due to Jim Reed's upcoming retirement, the position for Water Operator needs to be advertised. Trustee Irvin made a motion to advertise, with a second from Trustee Kinkade, to post the job opening in The Paper. Roll call. All voted aye. Motion carries, 4-0.

The Class A liquor license application for Tio Tino's Tacos Inc, 114 S. Franklin Street was reviewed. Mr. Tino Flores was present to answer any questions. Trustee Kinkade made a motion to approve the Class A Liquor License, with a second from Trustee Johnson, pending all inspections, permits, and proof of Dram Shop Insurance. Roll Call. All voted aye. Motion carries, 4-0.

VCOM Board Village Appointments were the last new business agenda item. President Johnson explained that both he and Chief Henson were retiring from the VCOM Board, and he recommends new Police Chief Nolan and Captain Josh Jahn with the Fire Department take their spots, with EMS Chief Callahan as their backup. Trustee Irvin made a motion to accept those recommendations, with a second from Trustee Kinkade. Roll call. All voted aye. Motion carries, 4-0. Kevin will type of the official letter of recommendation as needed.

Finding no further new business, President Johnson asked for a motion to adjourn. A motion to adjourn was made by Trustee Kinkade, with a second from Trustee Irvin to adjourn the meeting at 7:14 PM, all voted aye.

Paul Q. Johnson. Village President

ATTEST:

Whitney M. Scott, Village Clerk