

February 13, 2023

**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 13, 2023 at 6:30PM**

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

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

Other Village Officials in Attendance: Police Chief Nolan, Cory Scoles, Public Works Director; EMS Director Callahan; Whitney Scott, Village Clerk

President Johnson called the meeting to order at 6:30PM.

The Village Board Minutes from January 23, 2023 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 Village Board Minutes from January 31, 2023 were also presented for approval. Trustee Kinkade made a motion, with a second from Trustee Meister, to approve the minutes as submitted. Roll call. All voted aye. Motion carries, 4-0.

FINANCIAL REPORTS

Payment of the February 13, 2023 bills in the amount of \$94,126.18 were presented for payment from the various funds. Trustee Johnson made a motion, with a second from Trustee Kinkade, to pay the bills as submitted. Roll call. All voted aye. Motion carries, 4-0.

McNamara had submitted a request for approval to transfer \$69,752.27 from the Sewer Fund (52) to the Sewer Replacement Reserve (33) for the purpose of paying interest and principal on a loan. Trustee Irvin made a motion, with a second from Trustee Meister, to approve the transfer as requested. Roll call. All voted aye. Motion carries, 4-0.

PUBLIC FORUM

Michael Haerr, Superintendent with Veterans' Assistance Commission of Livingston County, was in attendance to provide information on the 2022 Pact Act. He explained that they provide transportation assistance to VA appointments, emergency assistance to veterans with severe financial need, and assist veterans with accessing their State and Federal Benefits. Haerr explained they're going back to all eligible veterans dating back to Vietnam, and hoping to get everyone enrolled that isn't currently being seen or treated by the VA. He provided several business cards and fliers with additional information, and asked that the EMS and Police Departments share the information wherever they saw fit. Haerr also stated that they're planning a Veteran Outreach event the Sunday of Labor Day Weekend at the Elks Club in Pontiac for additional information.

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PRESIDENT'S REPORT:

President Johnson provided an update on the hiring process for the open Village Administrator and Finance Director positions. He confirmed that the first round of interviews for the Village Administrator position was completed and whittled down to their top three candidates for in-person interviews and hopes to have a recommendation at the February 27th Meeting. Johnson also explained that filling the Finance Director position was temporarily placed on hold until the Village Administrator role is filled, so they could be part of that hiring process.

VILLAGE REPORTS:

Chief Nolan stated that they'd be posting their "Help Wanted" ad soon, with applications due by March 3rd, written and physical testing the week of March 11th, and an academy start date May 7th.

EMS Chief Callahan stated that he went up for final inspections of the new ambulance, but left it there to finish up a handful of cosmetic issues with the paint and vinyl; he hopes to have it back by the end of next week. Callahan confirmed that the AFG grant was submitted Friday; \$111,500 for two cardiac monitors, 5% would be responsibility of the Village, and advised that it would be about a year before that would be awarded. Callahan also advised that communication devices for the four tornado sirens throughout town will need to be upgraded within the next year.

Public Works Director Scoles advised that the school zone signage had been received, they're just waiting on the poles and hopes they arrive by the end of the month. He confirmed they'd be installed as soon as they're received. He stated that he does have the proposed locations marked for JULIE and asked the Board to check those out and let him know if they had any feedback.

COMMITTEE MEETING:

Administration & Finance Committee Meeting, held Monday February 13, 2023 at 6:00pm

PRESENT: Village President Paul Johnson, Trustees Irvin, Kinkade, Johnson, and Meister

ABSENT: Trustee Eggenberger and Butterbrodt

Other Village Officials in Attendance: Police Chief Nolan, EMS Chief Callahan, Cory Scoles, and Whitney Scott

President Johnson called the meeting to order and requested a roll call.

Grundy County Intergovernmental Agreement: President Johnson presented a proposed IGA related to the Transportation Master Plan that would include part of Dwight from Northbrook Drive and Rt 47 north of town. He explained that 80% of the funds would be covered by DOT but the remaining 20% would be split between the participating communities; our portion is quite a bit smaller than others because it is based on per capita of population in Grundy County of Dwight. The total cost of the project is estimated to be \$400,000.00, IDOT has committed to funding \$320,000.00 and Dwight's would agree to pay \$3,254.64. Trustee Meister made a motion, with a second from Trustee Johnson, to recommend the Board approve the proposed agreement.

Trustee Johnson made a motion, with a second from Trustee Kinkade, to approve the Grundy County IGA Transportation Master Plan. Roll call. All voted aye. Motion carries, 4-0.

Flexible Spending Accounts: EMS Chief Callahan explained that he, Sarah, and Gary have been working together to research options for health plans. He stated that their current plan does not support a HSA, so they've been looking into options for FSAs. Callahan advised that the Envision Healthcare FSA would be fully funded by the employees with pre-tax dollars, and administered by the employee directly. He

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advised there are some administrative costs that would be passed along to the Village, but confirmed those would be minimal, and would be offset by savings of not paying into FICA. Bob Weller was also in attendance to answer any questions and confirmed that the expense to the Village would be a wash, as we'd be saving on workers compensation and unemployment fees. Callahan and Weller will research to clarify resolutions or repayment of funds if an employee were to quit prior to the repayment of those funds, and any specific carry-over policies. The committee unanimously agreed to recommend the Board approve the addition of the FSA for interested employees and absorb the administrative costs to do so.

Trustee Irvin made a motion, with a second from Trustee Meister, to approve the addition of the FSA and absorb the administrative costs. Roll call. All voted aye. Motion carries, 4-0.

With no further new business to discuss, it was unanimously approved to adjourn the meeting at 6:21PM.

OLD BUSINESS:

Trustee Irvin inquired about the update on water meters; Trustee Kinkade and Scoles will get together this week to ensure the project continues moving forward.

NEW BUSINESS:

Pete Miner of 215 Andrew Ave submitted a curb cut application; the Board discussed and confirmed that it was originally cut but had been filled when the road was repaired. Scoles confirmed that there are no issues with approving the curb cut request. Trustee Irvin made a motion, with a second from Trustee Johnson, to approve the curb cut request. Roll call. All voted aye. Motion carries, 4-0.

Two bids were received for the WWTP Upgrades; Chamlin and McNamara provided recommendations to accept the low bid from Commercial Mechanical, Inc. for \$225,000.00. Trustee Irvin made a motion, with a second from Trustee Kinkade, to award the project to Commercial Mechanical Inc. Roll call. All voted aye. Motion carries, 4-0.

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 Johnson, to adjourn the meeting at 6:50 PM, all voted aye.

Paul Q. Johnson, President

ATTEST:

Whitney M. Scott, Village Clerk