

April 10, 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  
April 10, 2023 at 6:30PM**

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

**ABSENT: Justin Eggenberger, Trustee**

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

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

The Village Board Minutes from March 27, 2023 were presented for approval. Trustee Irvin made a motion, with a second from Trustee Johnson, to approve the minutes as submitted. Roll call. All voted aye. Motion carries, 5-0.

**FINANCIAL REPORTS**

Payment of the March 31, 2023 bills in the amount of \$69,208.25, were presented for payment from the various funds. Trustee Kinkade made a motion, with a second from Trustee Meister, to pay the bills as submitted. Roll call. All voted aye. Motion carries, 5-0.

**PUBLIC FORUM**

Brian Berta inquired about the status of the OSF Building. President Johnson stated that the potential donation of the building is still with OSF's real estate group pending their research how best to proceed, and he hopes to hear an update within the next few weeks.

Joe Fritsch advised that the new auto-chlorinator system is installed and working well, and they're working on completing their detailed inventory of all service lines. Joe stated the due date is April 15<sup>th</sup>, but they should be done by Wednesday the 12<sup>th</sup> at the latest. Joe also warned that plans to replace any unknown lines would be due by April 15, 2024 – when the new smart meter upgrade project is completed, contractors will identify every service line, and they'll have a better idea of costs then. Joe confirmed there are grants available and President Johnson and the Board unanimously agreed this might be an ideal time to partner with NCICG (North Central Illinois Council of Governments) for assistance.

**PRESIDENT'S REPORT:**

None

**VILLAGE REPORTS:**

Village Administrator Livingston stated the new Village computers have been ordered and should be received and installed within the next few weeks. Livingston stated that the next priority is researching IT

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Security & Monitoring services. President Johnson stated that Village Hall has been a bit neglected since it was built, noting recent leaks, fire alarms, fallen ceiling tiles, etc.; Livingston confirmed that they're working on those as they come up and keeping a list of what needs to be done. She stated that Johnson Controls is scheduled for the repair of five sprinkler heads.

EMS Chief Callahan stated that he's working on a new grant for full sets of gear and that ambulance 1824 was out of service from Friday to Wednesday (low oil issues and repaired under warranty) and that it was great to have the third rig available to keep them in service.

Chief Nolan stated that they've taken possession of the first of two new squads and are working on transitioning that into their main squad and working on a list of what additional equipment will need to be purchased. Chief Nolan also congratulated Officer Maier on completing his 9<sup>th</sup> year with Dwight Police Department.

Public Works Director Scoles stated that the new radar signs have been installed, and confirmed they're not recording, just storing data to show the time frames of offenses so we can determine the best time to have an officer onsite.

Sara stated that Commercial Mechanical was out for a quick overview and that they'll be back within the next few weeks to get the project started.

#### **COMMITTEE MEETING:**

##### ***Ordinance, Judicial, and Licensing Committee, Monday April 10, 2023 at 5:30PM***

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

*ABSENT: Trustees Eggenberger and Butterbrodt*

*Other Village Officials in Attendance: Police Chief Nolan, EMS Chief Callahan, Public Works Director Cory Scoles, Carissa Livingston, Village Administrator, and Whitney Scott, Village Clerk*  
*Committee Chair Irvin called the meeting to order at 5:30PM.*

***Solar Energy Systems – Include in Zoning Book:*** *The Committee discussed the permitting process for Solar Energy Systems and potential liabilities falling back to the Village. It was unanimously agreed that an electrical permit would be required, but that a new Solar Energy System Permit form should be created specifically noting that "roof mounted installations are required to provide an adequate structural engineers report evaluating the roof load calculation" or similar language to ensure that this responsibility remains clearly with the homeowner. This topic was tabled until a future Ordinance meeting could be scheduled to review proposed new permit form with input from Village Attorney Ehergott.*

***Mutual Aid Box Alarm System (MABAS):*** *EMS Chief Callahan explained that the MABAS was originally organized in the northwest and western Chicago suburbs, had been revised to include additional major cities like Milwaukee and St. Louis, and this latest revision to amend is to include almost 1200 Illinois Units and 2200 total Units in Illinois and several adjoining states. Kinkade made a motion, with a second from Johnson, to recommend the board approve the corresponding Ordinance and Resolutions Authorizing an IGA for participation in the MABAS. [MOTIONS below]*

*There were additional discussions regarding the potential need for an Ordinance Officer or similar position to ensure that Village Ordinances are being enforced unbiasedly, and that there's follow up to enforce the fine schedule/recoveries. This topic will also be discussed with Village Attorney Ehergott and added as an agenda item to a future Ordinance, Judicial, & Licensing Committee Meeting.*

*With no further new business to discuss, it was unanimously agreed to adjourn the meeting at 6:25PM.*

#### **ORDINANCES & RESOLUTIONS:**

**ORD 1496 An Ordinance Authorizing an Intergovernmental Agreement for Participation in the**

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**Mutual Aid Box Alarm System (MABAS Master Agreement 2022)** was presented for review. Trustee Johnson made a motion, with a second from Trustee Kinkade, to approve the Ordinance. Roll call. Johnson (aye), Kinkade (aye), Meister (aye), Butterbrodt (aye), Irvin (aye). Motion carries, 6-0.

**ORDINANCE 1496 IS ON FILE IN THE OFFICE OF THE VILLAGE CLERK**

**Resolution 2023-11 Authorizing an Intergovernmental Agreement for Participation in the Mutual Aid Box Alarm System (MABAS Master Agreement 2022)** was presented for review. Trustee Meister made a motion, with a second from Trustee Kinkade, to approve the Resolution as proposed. Roll call. Johnson (aye), Kinkade (aye), Irvin (aye), Meister (aye), Butterbrodt (aye). Motion carries, 5-0.

**RESOLUTION 2023-11 IS ON FILE IN THE OFFICE OF THE VILLAGE CLERK**

**OLD BUSINESS:**

CMI Pay Request #1 for \$5,934.60 was presented for approval. Trustee Kinkade made a motion, with a second from Trustee Butterbrodt, to approve CMI's pay request as submitted. Roll call. All voted aye. Motion carries, 5-0.

**NEW BUSINESS:**

Debbie Warren, on behalf of CCSI Case Coordination LLC, submitted a request to utilize the Village Hall Council Room on Fridays from 8:30 – 11:30am, starting May 5<sup>th</sup> for eight weeks to host a Matter Of Balance class. The Board discussed the need for additional details and insurance information and tabled this vote until the next meeting.

The Greater Livingston County Economic Development Council (GLCEDC) Gold Membership renewal was presented for approval. Trustee Irvin made a motion, with a second from Trustee Kinkade, to approve the renewal membership at an annual cost of \$8,504.00. Roll call. All voted aye. Motion carries, 5-0.

Paul Ferrari, on behalf of Aly Anne's, submitted a request to close Park Street behind Aly Anne's on May 5<sup>th</sup>, 6<sup>th</sup>, and 7<sup>th</sup> from noon until 1:30am each date to host a music fest in their tents. Trustee Irvin made a motion, with a second from Trustee Johnson, to approve the street closures as submitted. Roll call. All voted aye. Motion carries, 5-0.

The Dwight Economic Alliance presented a request to close parking lots and streets for the 2023 Smoke out from Thursday May 4<sup>th</sup> through Saturday May 6<sup>th</sup>. Trustee Kinkade made a motion, with a second from Trustee Johnson to approve the street and parking lot closures as submitted. Roll call. Kinkade (aye), Meister (aye), Butterbrodt (aye), Irvin (abstain), Johnson (aye). Motion passes 4-0-1.

A proposal to purchase the Hach SL1000 Portable Parallel Analyzer Meter for the cost of \$4,645.00 was presented for approval. Trustee Kinkade made a motion, with a second from Trustee Butterbrodt, to approve the proposed purchase as submitted. Roll call. All voted aye. Motion carries, 5-0.

A proposal to purchase a 2023 Ford Explorer Police Utility vehicle from Sutton Ford for \$39,923.00 was presented for approval. Trustee Kinkade made a motion, with a second from Trustee Butterbrodt, to approve the proposed purchase as submitted. Roll call. All voted aye. Motion carries, 5-0.

A proposal to purchase a 2023 Vermeer BC-1200XL Chipper for \$66,535.58, with a 36-month extended warranty and preventive maintenance plan for \$6,009.15 was presented for approval. Trustee Irvin made

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a motion, with a second from Trustee Johnson, to approve the proposed purchase as submitted. Roll call. All voted aye. Motion carries, 5-0.

EMS Chief Callahan presented a proposal to hire Kaila Youngblood as a full-time EMT-Paramedic at Step C of the pay scale on a 12-month probationary period. Trustee Kinkade made a motion, with a second from Trustee Meister, to approve hiring Kaila Youngblood as proposed. Roll call. All voted aye. Motion carries, 5-0.

Police Chief Nolan presented a proposal to hire two officer candidates, Julia Santiago and Tyler Calhoun, effective April 16<sup>th</sup>, at Step A of the pay scale. Trustee Irvin made a motion, with a second from Trustee Kinkade, to approve hiring both officer candidates as proposed. Roll call. All voted aye. Motion carries, 5-0.

Village Administrator Livingston presented a proposal to hire a Hayden Tjelle as the new Financial Services Coordinator; explaining that he'd work three days per week starting May 1<sup>st</sup>, and then full-time starting May 30<sup>th</sup>, at an annual salary of \$57,000.00. Trustee Meister made a motion, with a second from Trustee Irvin, to approve hiring Hayden Tjelle. Roll call. All voted aye. Motion carries, 5-0.

The Dwight Economic Alliance presented a request to close East Main Street on June 24<sup>th</sup> from noon until 10pm for the annual Buzz the Gut event. Trustee Kinkade made a motion, with a second from Trustee Butterbrodt, to approve the request as submitted. Roll call. Roll call. Kinkade (aye), Meister (aye), Butterbrodt (aye), Irvin (abstain), Johnson (aye). Motion passes 4-0-1.

The Dwight Economic Alliance also submitted a request for a sound amplification permit for June 24<sup>th</sup> from noon until 10pm for the annual Buzz the Gut event. Trustee Johnson made a motion, with a second from Trustee Kinkade, to approve the sound amplification permit. Roll call. Kinkade (aye), Meister (aye), Butterbrodt (aye), Irvin (abstain), Johnson (aye). Motion passes 4-0-1.

The Harvest Days Committee submitted their request for street and parking lot closures for 2023 Harvest Days. Trustee Johnson made a motion, with a second from Trustee Kinkade, to approve the street and parking lot closures as submitted. Roll call. Kinkade (aye), Meister (aye), Butterbrodt (aye), Irvin (abstain), Johnson (aye). Motion passes 4-0-1.

The Harvest Days Committee also submitted their request for use of motorized golf carts and UTV's along the parade route and throughout downtown for 2023 Harvest Days. Trustee Johnson made a motion, with a second from Trustee Kinkade, to approve the request as submitted. Roll call. Kinkade (aye), Meister (aye), Butterbrodt (aye), Irvin (abstain), Johnson (aye). Motion passes 4-0-1.

Finding no further business, Trustee Kinkade made a motion, with a second from Trustee Johnson, to adjourn the meeting at 7:28 PM, all voted aye.

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Paul Q. Johnson, President

ATTEST:

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Whitney M. Scott, Village Clerk