

**Minutes
Village of Willow Springs
Combined Committee and Board Meeting of the
President and Board of Trustees
August 16, 2018**

President John Carpino called the meeting to order at 7:03 p.m.

Roll Call: Present: President John Carpino, Trustees: Thomas Birks, Terrence Carr, Michael Kennedy, Fred Posch and Kathy Stanphill.

Absent: Trustee Melissa Neddermeyer

Also Present: Administrator Brent Woods, Clerk Mary Jane Mannella, Attorney Erik Peck, Public Works Director Keith Grantland, Building Commissioner Bruce Zartler, Police Chief James Ritz and Engineer Dan Lynch.

President Carpino led the Pledge of Allegiance.

PRESENTATIONS:

A representative from Leopardo gave a presentation on what projects we can expect coming up from Leopardo to make the village more energy efficient. The board looks to approve the contract in September. The Village plans to revisit where to begin in the next fiscal year.

MINUTES:

Motion by Trustee Kennedy, second by Trustee Carr to approve the minutes of the combined Committee and Board Meeting of July 12, 2018. ROLL CALL: ALL AYES. *Motion Carried.*

PRESIDENT'S REPORT:

Motion by Trustee Birks, second by Trustee Kennedy to approve an employment agreement between the Village of Willow Springs and James D. Ritz. ROLL CALL: ALL AYES. *Motion Carried.*

Motion by Trustee Kennedy, second by Trustee Birks to appoint Maryann Zima to the Beautification Commission for a term expiring on April 30, 2019. ROLL CALL: ALL AYES. *Motion Carried.*

President Carpino thanked everyone who attended the Car Show and Willow Fest this year. He gave an additional thank you to all of the volunteers for the event. He appreciates all of the hours and hard work that they put in. He feels the event was a success.

ADMINISTRATOR'S REPORT:

Administrator Woods reviewed the Personnel Manual. Trustee Stanphill proposed modifications including changing any references from City Manager to Village Administrator. She also requested the addition into Section 2.14 of the manual of a requirement for employees to submit to random drug and alcohol testing.

Motion by Trustee Posch, second by Trustee Stanphill to approve the Village of Willow Springs Personnel Policy Manual with the amendments referenced above. ROLL CALL: ALL AYES. *Motion Carried.*

Administrator Woods and Engineer Lynch met with representatives from MWRD regarding flooding issues at 91st and Orchard. There have been multiple serious flooding issues in that area. MWRD has approved a grant this year for that project and will be covering the bulk of the cost of this project. Details will be given by the engineer.

The Ordinance being presented tonight regarding disturbing the peace was discussed. The ordinance has been modified to clarify the quiet hours to be from 10:00 pm to 7:00 am.

Des Plaines Valley Mosquito Abatement has put out a serious warning to be cautious. The possibility of transmission of West Nile Virus by mosquito to humans is very high at this time. Administrator Woods gave tips for avoidance of breeding mosquitos on your property.

CLERK REPORT:

Willow Fest was very successful. It was very warm but there was a great turnout. The goals of the event were met: the event ran smoothly and turned a small profit. Expenses for the event were \$37,711 while the revenue was \$52,687 so far. The revenue includes a future donation to be made to Special Olympics.

The River Thru History Rendezvous will be taking place on September 8th and 9th. Clerk Mannella reminded the board that the opening ceremony takes place on Saturday, September 8th at 1pm. If your calendar permits, please mark your calendars to attend.

The Lioness Club sent a letter thanking the Village for the renovations done on the community center prior to the Pancake Breakfast Fundraiser. The event raised over \$2500 for the philanthropic work of the organization.

ENGINEER REPORT:

Based on the meeting with the MWRD, they are going to take the lead in flood mitigation handling at 91st and Orchard. MWRD will begin with Alternatives Analysis and Preliminary Engineering. Once those are complete, they will present the alternatives back to the village and the governing board at MWRD. At that point, next steps will be discussed with both parties. In the meantime, Public Works will look into smaller changes that can be made to mitigate some of the day to day issues.

Engineer Lynch gave an update on the progress of this year's road project. Also the bridge inspection on 91st St is almost complete. The documentation will be sent to the state upon completion.

ATTORNEY REPORT:

Motion by Trustee Kennedy, second by Trustee Birks to approve **Ordinance 2018-O-34**, amending Title 1 of the Willow Springs Municipal Code. ROLL CALL: ALL AYES. *Motion Carried.*

Motion by Trustee Carr, second by Trustee Posch to approve **Ordinance 2018-O-37**, amending Title 10, Chapter 1, Section 8 of the Willow Springs Municipal Code regarding disturbances of the peace. ROLL CALL: ALL AYES. *Motion Carried.*

Motion by Trustee Kennedy, second by Trustee Birks to approve **Ordinance 2018-O-38**, entering into an IGA with the Illinois State Toll Highway Authority for the sale of certain Village owned property for the amount of \$10,400. ROLL CALL: ALL AYES. *Motion Carried.*

Motion by Trustee Kennedy, second by Trustee Posch to approve **Ordinance 2018-O-39**, entering into an IGA with the Illinois State Toll Highway Authority for the sale of certain Village owned property for the amount of \$181,300. ROLL CALL: ALL AYES. *Motion Carried.*

Motion by Trustee Kennedy, second by Trustee Posch to approve **Ordinance 2018-O-40**, entering into an IGA with the Illinois State Toll Highway Authority providing a temporary 5-year easement for \$3100. ROLL CALL: ALL AYES. *Motion Carried.*

Motion by Trustee Birks, second by Trustee Kennedy to approve **Ordinance 2018-O-41**, amending Title 9A, Chapter 2, Section 4B of the Willow Springs Municipal Code regarding authorized variations. ROLL CALL: ALL AYES. *Motion Carried.*

TREASURER REPORT:

No report.

BUILDING AND ZONING COMMITTEE:

In July there were 41 permits issued for the construction value of \$1,527,071 and the fees collected were \$22,508.74. Total permits issued for the year are 194 for the construction value of \$3,522,445 and fees collected of \$80,112.95.

FINANCE AND ADMINISTRATION COMMITTEE:

Motion by Trustee Posch, second by Trustee Birks to approve the warrants dated July 26, 2018 as read. ROLL CALL: ALL AYES. *Motion Carried.*

Motion by Trustee Posch, second by Trustee Birks to approve the warrants dated August 9, 2018 as read. ROLL CALL: ALL AYES. *Motion Carried.*

LICENSE AND FRANCHISE COMMITTEE:

No report.

MUNICIPAL BUILDINGS AND GROUNDS COMMITTEE:

No report.

PUBLIC SAFETY COMMITTEE:

Chief Ritz gave a status report. He indicated the community should be proud of the force and he thanked the board for the opportunity.

Chief Ritz recognized Officers Michelle Sipriani and Bill Tobias for their assistance with a 38 unit apartment fire in Justice the night of Willow Fest.

On August 5th, Officers Ed McKinney and George Cancel were called to a residence for an individual choking and the officers were able to save the individual's life. Chief Ritz is reaching out to various organizations to see if we can get these officers life saving awards.

PUBLIC WORKS COMMITTEE:

Trustee Birks indicated his feedback from residents was what a great job public works did for Willow Fest.

OLD BUSINESS:

No report.

NEW BUSINESS:

No report.

OPEN FLOOR:

No report.

ADJOURN:

Motion to adjourn by Trustee Posch, second by Trustee Kennedy. Voice Vote. ALL AYES. *Motion Carried.* 7:56 p.m.

Mary Jane Mannella, Village Clerk