

**VILLAGE OF MACKINAW**  
**PRESIDENT AND BOARD OF TRUSTEES**  
**REGULARLY SCHEDULED MEETING MINUTES**

**November 26, 2018**

**Village President Craig Friend called the meeting to order at 7:00 p.m.**  
**This was a regular meeting of the Village of Mackinaw.**

**I. PLEDGE OF ALLEGIANCE**

**II. ROLL CALL:**

**Present:** Village President Craig Friend and Trustees Carolyn Elmore, Candy Haynes, Mark Morman, and Jerry Peterson

**Absent:** Trustees Kraig Kamp and Josh Schmidgall

**Also Present:** Police Chief Jack Nieu Kirk, Clerk/Collector Lisa Spencer, Public Works Manager Mike Schopp, Attorney Mark McGrath, Treasurer Andrea Johnson, and Brent Rassi

**III. CONSENT AGENDA:** The consent agenda consists of approving the November 12, 2018 regular meeting minutes, police department report, public works department report, recurring disbursements, and financial reports.

Trustee Peterson moved, seconded Trustee Morman to approve the above listed consent agenda items. On a roll call, the vote was:

AYES: 4 – Trustees Elmore, Haynes, Morman, and Peterson

NAYS: 0

ABSENT: 2 – Trustees Kamp and Schmidgall

There being four affirmative votes, the **motion carried.**

**IV. PUBLIC COMMENT:**

**Drainage project in alley between Fourth St. and Susan Ln.** - Brent Rassi asked if a start date has been given for the drainage project in the alley between Fourth St. and Susan Ln. Public Works Manager Schopp stated that he called and left a message but with the holiday he has not received a reply yet. He noticed some stakes in the alley so thinks it may mean that Miller & Son Construction will be starting soon. Schopp will let Rassi know when he hears back from Miller & Son Construction with a start date.

**V. DEPARTMENT REPORTS:**

- a. **POLICE REPORT:** Police Chief Jack Nieu Kirk reported on the activities of the police department. Chief Nieu Kirk reported that he is yet to receive the report from Tazewell County Dispatch showing the amount of calls from the month of October. He is hoping to have the report before the next meeting. Nieu Kirk thanked Public Works Manager Schopp for replacing the front brakes, rotors, and right front wheel bearing on the 2015 Impala squad.

**Officer Dorn resignation** - Nieu Kirk notified the Board that he received a call from Officer Dorn stating that he has accepted a job offer and will be leaving the department effective immediately. Nieu Kirk has posted a hiring notice for the department. He will be considering certified officer applications only for the part time officer position.

- b. **PUBLIC WORKS REPORT:** Public Works Manager Schopp reported that Well #6 repair and maintenance is complete. The well has passed all Bac T testing and is back on line. Christmas decorations are up. Parking ban was issued with the November 25, 2018 winter storm. Snow plowing went well, only a few people were parked on the street. Today was the last yard waste pick up for 2018. Pick up will begin again in March 2019.

**Front Door at the Community Center** – Schopp received a quote with two options for replacing the main entrance door at the community center with a 3' x 7' aluminum store front door with outswing to meet code. He stated that he requested quotes from multiple contractors but Chris Nunley's is the only quote that was submitted. Nunley proposed two options one with the cost if the brick around the door is block for \$6,610 and if the brick is not block for \$5,150. Schopp stated that the previous idea of having a vestibule will not work due to the structure of the building; it may lead to water leak issues.

Trustee Elmore moved, seconded by Trustee Haynes to approve Chris Nunley to purchase and install a 3' x 7' aluminum store front door with outswing to meet code. The cost for the door and installation is not to exceed \$7000. On a roll call, the vote was:

AYES: 4 – Trustees Elmore, Haynes, Morman, and Peterson

NAYS: 0

ABSENT: 2 – Trustees Kamp and Schmidgall

There being four affirmative votes, the **motion carried**.

### c. TREASURER'S REPORT

**Non-Recurring Bills** -- Trustee Morman moved, seconded Trustee Elmore to approve the non-recurring bills. On a roll call, the vote was:

AYES: 4 – Trustees Elmore, Haynes, Morman, and Peterson

NAYS: 0

ABSENT: 2 – Trustees Kamp and Schmidgall

There being four affirmative votes, the **motion carried**.

**Letter from John Grimes C.P.A.** – A letter was received from John Grimes C.P.A. stating that he will no longer be performing audits. Treasurer Johnson has been working the Clerk Spencer to receive proposals from other firms used by other local communities to find a new C.P.A. to perform the annual audit.

**Review Audit proposals and select a new CPA to preform annual audits for the Village** – The Board reviewed proposal costs from four firms for consideration to preform annual audits for the Village. Upon discussion and checking on-line reviews the Board made a decision.

Trustee Elmore moved, seconded by Trustee Haynes to authorize President Friend to enter into a three year agreement with Ginoli & Company Ltd. to perform the annual audit for the Village of Mackinaw. 2019 year end cost will be \$7,750 plus a one-time audit system set up fee. 2020 year end cost will be \$7,950. 2021 year end cost will be \$8,100. On a roll call, the vote was:

AYES: 4 – Trustees Elmore, Haynes, Morman, and Peterson

NAYS: 0

ABSENT: 2 – Trustees Kamp and Schmidgall

There being four affirmative votes, the **motion carried**.

## VI. PRESIDENT'S REPORT:

**Cancel December 24, 2018 Village Board of Trustees Meeting** – Trustee Haynes moved, seconded by Trustee Elmore to cancel the December 24, 2018 Village Board of Trustees meeting due to it being on Christmas Eve. On a roll call, the vote was:

AYES: 4 – Trustees Elmore, Haynes, Morman, and Peterson

NAYS: 0

ABSENT: 2 – Trustees Kamp and Schmidgall

There being four affirmative votes, the **motion carried**.

**Appraisal for the sale of real estate owned by the Village of Mackinaw** – This item was tabled due to President not receiving the finished appraisal of 305 E Franklin St. in time for this meeting.

## VII. LOCAL LIQUOR CONTROL COMMISSIONER'S REPORT:

**Thanksgiving Eve Extended Hours** – Local Liquor Commissioner Friend stated that he did grant Haynes on Main LLC permission to extend their hours of operation by one hour on Thanksgiving Eve. Friend had the consensus of the Board before granting the request from the business.

**Letter of Notice** - It was the consensus of the Board to have a letter drafted and sent to Haynes on Main LLC that all requests for extended hours or permits must be made at least 30 days in advance. This will allow plenty of time for both the Local Liquor Control Commission and the Village Board to review the request before voting on the matter. The Board felt setting a 30 day advance notice is the best way to eliminate the need for any extra expense to the Village to conduct a special meeting.

**VIII. TRUSTEES' REPORT:**

**New Pavilion in Veterans Park** – This item was tabled.

**102 E. Madison St. 3D drawing to assist with possibly adding a basketball court and sprinkler park to the empty lot** – This item was tabled.

**IX. ATTORNEY'S REPORT:**

**Approve Wayne Litwiller Excavating Inc. proposal for demolition of 512 E. Madison St.** – This item was tabled.

**Ordinance #975 to approve 2018/2019 tax levy** – Attorney McGrath reviewed information regarding the proposed tax levy ordinance. The ordinance is for a total levy of \$295,191.00. The levy allocated the levy proceeds on a transactional line item among the various appropriation entries. The taxing district's aggregate levy did not exceed a 5% increase over the prior year's extension. Therefore, a notice and hearing were not necessary.

Trustee Morman moved, seconded by Trustee Peterson to adopt ordinance # 975 for the levy and assessment of taxes for the corporate purposes of the Village of Mackinaw. President Friend will vote on street lighting portion due to it requiring a super majority vote of the Trustees. On a roll call, the vote was:

AYES: 5 – President Friend (street light portion only) Trustees Elmore, Haynes, Morman, and Peterson

NAYS: 0

ABSENT: 2 – Trustees Kamp and Schmidgall

There being four affirmative votes and five affirmative for street light portion of the ordinance requiring a super majority vote, the **motion carried**.

**X. NEW BUSINESS:** none

**XI. ADJOURNMENT @ 7:50 P.M.:** There being no further business to come before the Board Trustee Elmore moved, seconded by Trustee Peterson to adjourn. **motion carried**.

I, Lisa Spencer, Village Clerk/Collector of the Village of Mackinaw, Illinois do hereby certify that the foregoing minutes are a true and correct copy of the regular meeting held on the above date, as the same appears on the records of the Village now in my custody and keeping.

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Lisa Spencer, Village Clerk/Collector  
Posted: 12/17/18