

Village of Peoria Heights
Departmental Meeting
February 22, 2022

The meeting was called to order at 6:00 p.m.

Everyone stood for a moment of silence and the Pledge to the Flag.

Upon calling roll, the following Trustees were present: Sarah DeVore, Jeff Goett, Beth Khazzam, David Marfell, Matthew Wigginton, and Brandon Wisenburg. Others present included Mayor Michael Phelan, Village Administrator and Chief of Police Dustin Sutton, and Village Clerk Stephanie Turner.

Mayor Phelan explained there was a clerical issue with the minutes. Trustee Goett made a motion to defer approval of the minutes. Trustee Wisenburg seconded the motion. The Board voted 6-0 to defer approval of the minutes.

Mayor Phelan invited members of the Stimeling and Hillyer families to come forward for presentation of a proclamation. Mayor Phelan extended his sympathies on the family's loss. He noted the family of Jeanine and Jeanette, the Weaver twins, both Stimelings and Hillyers, were an inspiration to him, and he thanked them for their service to the community. He read the proclamation detailing the families' history in the community and many contributions. Ms. Hillyer thanked the Village Board on behalf of herself and her nephews. She stated they've loved living in the community noting it was a great place to live and do business.

Mayor Phelan opened the meeting to public comment.

Mr. Chris Reis, Treasurer of the Peoria Heights Chamber of Commerce, came forward to request the Village allocate \$11,600 toward the Chamber for events in 2022. The funds would be split with \$6,600 toward the Taste of the Heights and \$5,000 toward costs for the Peoria Heights Kris Kringle Mart. Mr. Reis noted that the Chamber will be contributing funds toward the costs of the events as well. Mayor Phelan asked Mr. Reis to stay for the discussion of the budget.

Hearing no other public comments, Mayor Phelan closed the meeting to public comments and moved into new business.

Trustee DeVore began the presentation of the fiscal year 2022-2023 budget. Clerk Turner provided an overview of the Village's budget. The Village is projected a surplus in the General Fund and Waterworks Fund through the end of the 2021-2022 fiscal year. All of the Village's funds, except one, will have balanced budgets or surpluses into the following fiscal year. Clerk Turner explained the one fund budgeted a deficit, the INF Fund, is merely for accounting purposes to provide the Waterworks Company flexibility in paying for any emergencies. Staff fielded questions after Clerk Turner discussed the highlights of each department's spending. Trustee DeVore complimented Fire Chief Donovan Thompson on PHFD's accomplishments within its budget and pursuing grants. Trustee Khazzam expressed her appreciation that the budget was giving attention to the Village's sidewalks. Trustee Wisenburg asked how the sidewalk maintenance program would be set up noting he had concerns about sidewalks along Galena. Trustee Khazzam stated the Village could consult its engineers on the condition of sidewalks. Superintendent of Public Works, Mr. Chris Chandler, explained the sidewalks along Galena belonged to the State. Trustee Wigginton requested setting aside funds in the Tower budget to begin preparation

for the Village's quasiquintennial, or 125, anniversary in 2023. The Board discussed the possibility of holding an event but noted expenditures would primarily fall within the 2023-2024 FY budget. Chief Sutton stated cosmetic preparation of Tower Park could begin in the coming fiscal year, and he'll review the budget. Trustee Marfell questioned if salaries for groundskeeping were included. Clerk Turner stated they were and were split between the Street and Tower departments. Trustee Wigginton noted he'd like to increase the Chamber's budget to \$11,600. Trustee DeVore asked Mr. Reis if the Chamber had completed the financial review the Village requested. Mr. Reis explained the Chamber has engaged a firm to complete the review but it wasn't finished. Trustee DeVore noted she was in favor of the events, but the Chamber must complete a financial review prior to receiving any funding. Mayor Phelan agreed with Trustee DeVore and noted the expense could be included in the budget but no reimbursements would be made until it was complete. Trustee Khazzam agreed. Mayor Phelan noted the importance of financial review of public funds. Mr. Reis asked if the 2021 review would be sufficient. The Board agreed it would for the coming year, but Trustee DeVore stressed that financial reviews must be completed annually to receive funds. Trustee Wisenburg noted the Kris Kringle Mart was magical, and he was happy to fund the events, but he didn't agree to fund marketing for the Chamber. Trustee Wigginton stated he thought requiring a financial review was reasonable, but he didn't want to single out the Chamber. He stated he wanted to see everyone held to the same standard including anyone requesting BDD, TIF, or donation funds. Trustee Wisenburg agreed. Trustee Khazzam noted she anticipated the Board would be having policy discussions regarding how the Village handles BDD and TIF funds going forward. Trustee DeVore asked Trustee Wigginton for clarification of his position. Trustee Wigginton explained he believed any organization requesting funding should have a financial review. Trustee Wisenburg noted the difference between donations and purchasing services. Mayor Phelan stated the Village expected accountability for spending of public funds.

Mayor Phelan asked for miscellaneous business. Hearing none, he moved on to payment of the bills.

Trustee Goett made a motion to approve payment of the bills. Trustee Khazzam seconded the motion. Trustee Wisenburg noted he'd had questions regarding public expense to demo property. The Board voted 6-0 to approve the bills.

Trustee Goett made a motion to adjourn, and Trustee Khazzam seconded the motion. The Board voted 6-0 to adjourn at 6:56 pm.

Michael Phelan, Mayor

Stephanie Turner, Village Clerk