

Village of Peoria Heights
Board of Trustees
May 18, 2021

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, and Brandon Wisenburg. Trustee Matthew Wigginton was absent. Others present included Mayor Michael Phelan, Village Administrator and Chief of Police Dustin Sutton, Village Clerk Stephanie Turner, and Village Counsel Attorney Mark Walton.

Trustee Goett made a motion to approve the minutes from the meeting held on April 20, 2021 and the motion was seconded by Trustee Khazzam. The Board voted to approve the minutes 5-0.

Mayor Phelan announced it was National Public Works Week. Superintendent of Streets, Mr. Michael Casey, noted that this year's theme was "Stronger Together". Mr. Casey thanked all the employees of Public Works for their hard work.

Trustee Matthew Wigginton entered at 6:02 pm. He attended via telephone.

Mayor Phelan opened the meeting to public comment. Hearing no comments, Mayor Phelan moved on to trustees' reports.

Trustee DeVore reported that the Village had applied for a grant to repair infrastructure on Prospect Road. She noted that the Village is optimistic about receiving funds from the grant request and thanked Chief Sutton for his hard work on the application.

Trustee Goett had nothing to report for Facilities.

Trustee Khazzam reported that the Village has continued its discussions with IDOT about the road development on Galena Road. IDOT has been very amenable to listening to the Village's needs and wants for the development.

Trustee Wisenburg reported that he had met with Mr. Casey, the Lion's Club, and an equipment vendor regarding new equipment for the Lion's Club Park. He stated that the Village was working on getting bids to replace equipment. He also stated that the group from St. Thomas which is working to getting universally accessible equipment for Tower Park has been made a finalist for the Build Peoria project for next year. He encouraged individuals to vote for the project. He noted that the Village is continuing to work on its grant application for the neighborhood block grant which is due in August.

Trustee Marfell reported Forest Park Drive would be closed on Thursday, May 20 for maintenance. He also stated that two local high schoolers have been hired as Public Works assistants over the summer as well as a local college student to assist the groundskeeper. The landscaping responsibilities are ongoing.

Trustee Wigginton reported that the Peoria Heights Fire Association would be seeking to hold a couple of "pass the boot" fundraiser drives. Fire Chief Thompson explained that the PHFD would set up the

aerial truck with the American flag over Prospect Road as part of the September 11 fundraiser. Trustee Wigginton also reminded residents to lock their property, especially at night, though the PHPD continue to patrol. Chief Sutton announced that Prospect Road would be closed, similar to the St. Patrick's Day detour, for the Peoria Heights Fine Art Fair. He emphasized the decrease in speed along the detour route. He also stated residents would see an increase in proactive code enforcement as part of spring clean up efforts. He asked that residents keep their property clean and address any issues.

Mayor Phelan asked for old business. Hearing none, he moved on to new business.

Trustee DeVore invited Mr. Josh Koonce from Houseal Lavigne forward to speak about the Peoria Heights comprehensive plan. Mr. Koonce gave an overview of the comprehensive plan process including community involvement. He explained the document was to provide a vision for the future of the Village and, thus, could be helpful to securing grants.

Trustee DeVore made a motion to approve the Village of Peoria Heights Comprehensive Plan. Trustee Khazzam seconded the motion. The comprehensive plan was approved 6-0.

Trustee DeVore made a motion to approve consultation fees for a strategic planning session not to exceed \$12,000. Trustee Khazzam seconded the motion. Trustee DeVore explained that the workshop session would allow the Board to speak together with guidance from Mr. Scott Sorrell in order to decide how to proceed in implementing the comprehensive plan. She noted it would be a good way to set and prioritize goals. Chief Sutton noted that the cost of the workshop was likely to be lower as some of the offered services weren't necessary. Trustee Khazzam noted the importance of the Board setting short term goals, and she thought it would be wonderful for the Village. The purchase was approved 6-0.

Mayor Phelan noted there was an executive session if anyone wanted to discuss personnel raises in detail. Trustee DeVore made a motion to approve full-time administrative employees' raises. Trustee Goett seconded the motion. Trustee DeVore noted that the salary adjustments would be replacing salary bonuses later in the year. Trustee Wisenburg noted many companies were making wage adjustments this year. Chief Sutton expressed the importance of making salary adjustments in order to retain employees, and he recommended the salary adjustments be approved. The salary adjustments were approved 6-0.

Trustee DeVore made a motion to approve the purchase of a composting kiosk in the amount of \$7,427, and Trustee Wisenburg seconded the motion. Trustee Khazzam noted that she had previously worked together with Trustee Marfell to apply for a grant to purchase the compost kiosk to reduce food waste. Trustee Marfell thanked Trustee Khazzam for finishing the project. The purchase was approved 6-0.

Trustee Khazzam made a motion to approve the use of Tower Park on Saturday, September 25, 2021 for Strides for Justice 5k. Trustee DeVore seconded the motion. Mr. Rob Everett came forward to explain the park would be used as a staging area for the event. The event will benefit Prairie State Legal. The event was approved 6-0.

Trustee Khazzam made a motion to approve the use of Tower Park on Sunday, June 13, 2021 for National Cancer Survivor's Day Event, and Trustee DeVore seconded. Ms. Kathy Copeland came forward to explain the event is to celebrate patients of survivors as well as families who have been touched by cancer. She noted the event is free, and this year will be in conjunction with St. Jude. She asked that access to the Tower be provided as well as a few tables and chairs. The event was approved 6-0.

Trustee Khazzam made a motion to approve the use of Tower Park on Saturday, August 21, 2021 for Peoria Heights Congregational Church. Trustee Wisenburg seconded the motion. Mr. Rick Picl stated that the Christian band Satan is Real would be playing. The event was approved 6-0.

Trustee Khazzam made a motion to approve Ordinance 2021-1648: an Ordinance Approving and Adopting Peoria Heights Business Development District No. 1 Commercial Exterior Beautification and Renovation Program. Trustee DeVore seconded the motion. Attorney Walton explained that the program is renewed annually, and no changes were made to the program. Ordinance 2021-1648 was approved 6-0.

Trustee Khazzam made a motion to approve Ordinance 2021-1649: an Ordinance Approving and Adopting Peoria Heights Business Development District No. 2 Commercial Exterior Beautification and Renovation Program. Trustee DeVore seconded the motion. Ordinance 2021-1649 was approved 6-0.

Trustee Khazzam made a motion to approve Ordinance 2021-1650: an Ordinance Approving and Authorizing the Execution of a BDD No. 1 Redevelopment Agreement By and Between the Village of Peoria Heights and Jacob D. Davenport and Davenport, LLC. Trustee Wisenburg seconded the motion. Trustee Khazzam noted the agreement was for a \$10,000 forgivable loan for BDD eligible costs. It will be secured by a mortgage on the property, and Trustee Khazzam noted that there was a lot of work being done on the property. Trustee DeVore asked if it was part of the beautification program. Chief Sutton stated it was crafted a little differently to protect the Village and the funds. Trustee DeVore asked the recommendation of the Business Development District Advisory Committee. Chief Sutton noted the BDDAC wasn't able to meet for quite some time, and that Mr. Kline had recommended the Village move to having semiannual meetings or forums. Chief Sutton noted the BDDAC is advisory, and the Village's track record shows that the Village is a good steward of the BDD funds. He stated that he doesn't want to exclude the business owners from having an opportunity to speak. Trustee Wigginton asked if there were BDD taxes generated by the business. Mayor Phelan noted that the business did not generate taxes, and the Board might consider discussing a policy to address that issue. Mayor Phelan expressed he had reservations while allowing that the improvements might cause other businesses to make improvements. Trustee Khazzam noted that there is a portion of the property which would be leasable, and a business might later come into that space which would generate taxes. Chief Sutton noted that façade improvements were a benefit to the Village. Trustee DeVore agreed stating she appreciates the impact neighboring businesses have on each other. Trustee Wigginton asked if the business was within a TIF district. Chief Sutton stated it was, and Trustee Khazzam explained the business has not sought TIF funding. Ordinance 2021-1650 was approved 6-0.

Trustee Marfell made a motion to approve repairs to Well #12 by Cahoy Pump Service not to exceed the amount of \$90,000, and Trustee Goett seconded. Trustee Marfell explained Well #12 was built in 2010 and only ever pumped dirty water. He noted the estimate was for \$79,900 but the additional funds were in case of other problems. He stated the cost was minimal to get a mostly new well running. Trustee Wisenburg asked about a warranty. Trustee Marfell asked Superintendent of Water, Mr. Chris Chandler, if he could get an answer. Attorney Walton asked if the project was sent out to bid. Trustee Marfell stated it was not. Attorney Walton asked that an amendment being added. Trustee Marfell made an amendment to approve the proposal from Cahoy Pump waiving bid requirements on that proposal due to Cahoy's experience with the Village and their knowledge of the Village's water system and this well. Trustee Goett seconded the amendment. The amendment was approved 6-0. The Board then voted on the motion as amended, and the purchase was approved 6-0.

Trustee Marfell made a motion to approve Ameren Easement No. 38.0, and Trustee Wisenburg seconded the motion. Attorney Walton noted that the Village had been working with Ameren for some time on both easements. Ameren has requested that their easements be enlarged in two areas adjacent to the bicycle trail. Attorney Walton noted Easement 38.0 was mostly to allow Ameren access to clear vegetation from interfering with their lines. Attorney Walton asked for some language to protect the Village from damages to the trail, but Ameren had refused stating they were unable to make such commitments. Attorney Walton noted that the Village has a good relationship with Ameren however there would be some concerns with approving the easement. He emphasized that some of his concerns were eased because Ameren already had an easement in the area. He noted that the fee for allowing the easement increase was over \$28,000. He also stated that the easement must be approved by an ordinance at a later meeting. Mayor Phelan asked if the easement had been negotiated. Attorney Walton stated it could be. Attorney Walton detailed the location of Ameren Easement No. 64.03 and noted that the easement was for a much smaller confined area. The offer for the easement was \$7,600. Mayor Phelan asked if Attorney Walton recommended the second request, and Attorney Walton noted not necessarily. He noted that the area didn't have an easement, but Ameren must have some rights as a result of the overhead power lines. Mayor Phelan asked for a motion to defer Ameren Easement 38.0. Trustee Khazzam made a motion to defer the agenda item, and Trustee Wigginton seconded. The Board voted 6-0 to defer the item.

Trustee Marfell made a motion to approve Ameren Easement No. 64.03, and Trustee Goett seconded. Trustee Goett deferred the motion to be discussed later, and Trustee DeVore seconded the motion. The Board voted 6-0 to defer the item.

Trustee Wisenburg made a motion of Poplar Park Task #1 Planning Fees by Farnsworth Group in the Amount of \$4,820. Trustee DeVore seconded the motion. Trustee Wisenburg explained the original idea was submit a plan to Build Peoria. The Village would like to develop Poplar Park in order to better use the area. Mr. Paul Kouri shared a presentation which had been created for Build Peoria showing the idea for what the area could be developed into. Mayor Phelan noted that conversations regarding the area were being folded into conversations with IDOT to coordinate all the improvements. Mr. Kouri explained that the idea of including a pedestrian bridge is so important in order to connect all of the Village all the way to the river as it would be difficult to meet IDOT's requirements to install a traffic signal. Mayor Phelan noted that there was a lot of potential for development along Galena Road. Both East Peoria and the City of Peoria are looking at projects which will develop and connect the area. Mayor Phelan noted the importance in developing the area as part of the region's drive to develop more ecotourism. Trustee Khazzam stated she was excited to be proactive about developing the park in phases. She stated it would have an impact on the neighborhoods in the area and could connect the upper and lower portions of the Village. Mayor Phelan asked if the project would include cost estimates and phases. Farnsworth Group has looked at some of the costs but will provide additional information including a variety of way the project can be developed over time. The project fees were approved 6-0.

Mayor Phelan asked for miscellaneous business.

Trustee Marfell asked if there was a plan for opening Tower Park. Chief Sutton stated it would open the coming weekend and be open Thursday through Sunday after Memorial Day.

Trustee Goett made a motion to approve payment of the bills. Trustee Wigginton seconded the motion. There were no questions about the bills. The Board voted 6-0 to approve payment of the bills.

Clerk Turner read the Treasurer's Report. As of the end of April, there was \$3,636,330.08 in the Village controlled accounts and \$1,531,322.85 in the Water controlled accounts. Trustee DeVore made a motion to approve the Treasurer's Report, and Trustee Wisenburg seconded. The Treasurer's report was approved 6-0.

Trustee Goett made a motion to adjourn, and Trustee DeVore seconded. The Board voted 6-0 to adjourn the meeting at 7:29 pm.

Michael Phelan, Mayor

Stephanie Turner, Village Clerk