

Village of Peoria Heights
Board of Trustees
June 7, 2022

The meeting was called to order at 5:30 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, Mark Gauf, Matthew Wigginton, Brandon Wisenburg. Others present included Mayor Michael Phelan, Village Administrator and Chief of Police Dustin Sutton, Village Clerk Stephanie Turner, and Village Counsel Attorney Mark Walton.

Mayor Phelan announced the library had just unveiled Shirley Armstrong, a piece by Preston Jackson, and encouraged the community view it. He also spoke about the Farmers Market on Thursdays and asked Clerk Turner to discuss summer events.

Clerk Turner read correspondence from Ms. Diana Kulh and Mr. John Amdall thanking Mayor Phelan for his recent talk on the arts. Clerk Turner also read correspondence from Mr. Tom Horstmann thanking Public Works for their help fixing a neighborhood problem.

Trustee Gauf made a motion to approve Departmental and Board of Trustee Minutes from May 3 and May 17, 2022. Trustee Wisenburg seconded. The Board voted to approve the minutes 6-0.

Mayor Phelan opened the meeting to public comment. Hearing no public comment, Mayor Phelan closed the meeting to public comments.

Mayor Phelan called for the Board to discuss old business. Hearing no old business, the Board moved on to new business.

Trustee DeVore made a motion to approve Ordinance 2022-1679: an Ordinance Amending Title 10 of the Village Code Pertaining to Uses Authorized in the I-1 Industrial District, Non-Conforming Uses, and Other Miscellaneous Provisions, and Trustee Goett seconded. Trustee DeVore explained the ordinance adjusts property uses allowed in industrial zones. It also changes what is allowed under a special use permit. Attorney Walton noted the Zoning Board of Appeals had spent a lot of time discussing the issue. The ordinance phases out automotive uses and prohibits certain types of automotive shops next to residential properties. The ZBA has recommended phasing out auto maintenance shops or salvage shops next to residential areas. Chief Sutton noted there have multiple complaints about a specific property, and the ordinance provides the Village will multiple options and flexibility for dealing with what has been a nuisance property. Mayor Phelan agreed stating difficulties had gone back many years. Trustee Wisenburg asked if the property would be grandfathered in. Attorney Walton explained the ordinance dealt with process for how properties are to transition and deadlines for compliance. Trustee Wigginton asked if nonpermitted uses would be eligible for a variance. Attorney Walton explained the ZBA couldn't approve a variance for noneligible uses. The Board passed Ordinance 2022-1679 by 6-0.

Trustee DeVore made a motion to approve the use of Tower Park for the fourth Fridays in June – August 2022 for Tower Park Yoga. Trustee Khazzam seconded the motion. Trustee DeVore explained that Ms. Jani Backes, the coordinator of the event, has held the event before. Trustee DeVore praised the

previous event as great for the community. Ms. Backes explained the event had a large turnout, and she wanted to increase quality of the event. Trustee Wisenburg asked if the event would be free. Ms. Backes stated it would be. The Board approved the event 6-0.

Trustee DeVore made a motion to approve a donation in the amount of \$500 for Tower Park Yoga, and Trustee Khazzam seconded the motion. Trustee DeVore explained Ms. Backes was asking for assistance to provide a free event for the community. Trustee Wigginton asked if the amount was budgeted, and Trustee DeVore stated it was. The Board approved the donation 6-0.

Trustee Khazzam made a motion to approve Ordinance 2022-1680: an Ordinance Approving and Authorizing the Execution of a Business Development District No. 1 Redevelopment Agreement By and Between the Village of Peoria Heights and James J. Cross dba Leaves 'n Beans Café. Trustee Gauf seconded. Trustee Khazzam explained the business was requesting funds to build a patio to accommodate more outdoor seating. Trustee Khazzam invited Mr. James Cross, owner of the business, forward. Mr. Cross thanked the Village for making the option possible through the grant and explained he'd been considering the project for a while and was very grateful to be able to proceed. The project will repair the existing patio and expand it further. The Board approved the agreement 6-0.

Trustee Khazzam made a motion to approve Ordinance 2022- 1681: an Ordinance Approving and Authorizing the Execution of a Business Development District No. 1 Redevelopment Agreement By and Between Village of Peoria Heights and Chad J. Zobrist and Generations Candle Company, LLC, and Trustee DeVore seconded. Trustee Khazzam explained the agreement will help Generations Candles replace their door. Mr. Chad Zobrist, owner of Generations Candle Company, explained the project will replace the door with a glass door to allow pedestrians to see inside in the hopes of drawing more business. Trustee Gauf asked if the business was kid friendly, and Mr. Zobrist said it was and they host birthday parties. Ordinance 2022-1681 was approved by a vote of 6-0.

Trustee Khazzam made a motion to approve Ordinance 2022- 1682: an Ordinance Approving and Authorizing the Execution of a Peoria Heights Tax Increment Financing District No. 2 Redevelopment Agreement By and Between the Village of Peoria Heights and Clark Management, LLC and Marway, Inc. Trustee DeVore seconded. Trustee Khazzam explained the owners of McDonald's had renovated the property, but the paperwork for the renovation hadn't been submitted until recently. Trustee DeVore asked if ZBA had made design changes that were dependent on Village support, and Trustee Khazzam confirmed Trustee DeVore's memory of the events. Trustee Wigginton asked for clarification. Trustee DeVore explained that the company had approached the Village regarding TIF funding after the ZBA had recommended changes, and the Village asked for additional changes. Chief Sutton explained the changes were to the fencing and play area. Trustee Wigginton asked about the process for applying for BDD development funding. Chief Sutton explained the program had originally been limited to a façade program, and changing to a general application was meant an improvement to provide more flexibility to the Village. Trustee Wigginton questioned the cost of drawing up an agreement for each project, and Chief Sutton explained that applications had always been reviewed by the Village's consultants. The Board voted 6-0 to approve Ordinance 2022-1682.

Mayor Phelan asked for an update on the Together We Play project. Director of Community Development, Mr. Wayne Aldrich, explained the Village had received two proposal and was reviewing both. Director Aldrich stated construction could possibly begin by the end of the year if all goes well, but the equipment and surfacing are custom materials so the timeline will depend on the availability of materials.

Trustee Gauf began discussion of weight limit signs on Prospect Road and Glen Avenue by explaining a resident had requested signs be posted to divert 4 ton truck traffic from the north end of Prospect Road. Trustee Gauf explained Prospect Road had once been State Route 88A. The road is asphalt over concrete and was designed for truck traffic. Trustee Gauf noted he had never seen signs limiting truck traffic during his tenure with the Village. Trustee DeVore expressed concern rerouting truck traffic onto Glen Avenue toward the schools and children. Trustee DeVore asked how much truck traffic was using Prospect. Trustee Gauf noted he thought it was possible Sherman's had some trucks that would exceed that weight limit, but he wasn't sure there were very many. Trustee Goett, who had driven large trucks as an employee, noted he had always thought trucks wouldn't drive there as it wasn't practical. Chief Sutton explained the history of the request and agreed with Trustee DeVore diverting traffic to Glen Avenue was a concern. Chief Sutton explained he didn't believe it was a large enough amount of traffic to divert traffic. Trustee DeVore noted she lived close to the Sherman's warehouse, and the drivers were very respectful. She stated she didn't want to make business difficult for deliveries. Trustee DeVore noted it would remove the traffic from one neighborhood and put it in another. Trustee Gauf clarified he didn't want to imply Sherman's was the problem. Chief Sutton noted that putting signs up would stop minimal traffic because the PHPD didn't have enough manpower for enforcement. Chief Sutton requested the Board let him know if they had a different opinion.

Trustee Gauf explained the Public Works department would be receiving delivery of the street sweeper soon. Additionally, spray patching is underway. Mayor Phelan asked for an update on the repairs to the water main to the Peoria Country Club. Trustee Gauf explained it had been repaired. Because the leak was very close to a large catch basin, the Village had to fund moving and reinstalling the catch basin as well as repairs to the water main. The repairs lasted for 4 days.

Trustee Wigginton made a motion to purchase two police vehicles from Thomas Dodge Chrysler Jeep of Highland, Inc. in the amount of \$59,450. Trustee Gauf seconded the motion. Trustee Wigginton explained it was a budgeted item and part of the PHPD's vehicle rotation program. The vehicles being replaced have more than 100,000 miles each. He noted the costs were very reasonable. Chief Sutton explained the costs were state bid pricing, and the Village will be getting money in trade. The Board approved the purchase 6-0.

Trustee Wigginton provided an update of the Peoria Heights Fire Department explaining a member of the PHFD who had served for many years, Chief Mike Woo, had decided to retire. Trustee Wigginton noted the Village was sad to see him go. He explained Chief Woo provided daytime coverage, and the Village would need to find new daytime coverage relatively soon. Chief Sutton noted the PHFD has changed, and Fire Chief Thompson has done everything asked of him. Chief Sutton stated noted the PHFD, like many other departments, faced problems with volunteers. Chief Sutton reassured the Board that there was some time, and Fire Chief Thompson is currently providing coverage. Fire Chief Thompson stated he will be covering the day shift for the next 2 weeks. He's also secured another firefighter who works nights to provide coverage through the beginning of August. Fire Chief Thompson explained he was recommending the Village hire a full-time employee. He noted he had a candidate in mind, a current volunteer, who is willing to provide day time coverage for a salary and benefits. Trustee Wisenburg expressed support for hiring a full-time fire chief to cover day shifts or a paid duty crew. He stated he didn't believe there was a problem with night or weekend coverage. Trustee Goett agreed with Trustee Wisenburg in hiring a full-time employee to cover day shift before moving on to a paid duty crew. Mayor Phelan asked Trustees Wisenburg and Goett about their vision including costs. Trustee Wisenburg suggested hiring one position and speculated \$70,000 in costs which would only be \$60,000

in increased costs. Mayor Phelan disagreed with the cost estimates. He asked Fire Chief Thompson if one firefighter could put out a fire. Fire Chief Thompson noted one individual couldn't put out a fire, but the Village was part of MABAS which allows the PHFD to call for support. Trustee DeVore asked if other communities were using MABAS as well and how the membership worked. Fire Chief Thompson noted that the Village paid dues, and membership allowed the department to call for assistance. Members are allowed to refuse calls for assistance due to their own call loads. Trustee DeVore asked for the highest end cost of hiring one full-time employee. Chief Sutton noted on the lowest estimate was \$116,896. Chief Sutton noted about \$30,000 of those costs were pension related. Trustee DeVore asked the number of fire calls in 2022. Fire Chief Thompson stated there were 2. She asked about 2021, and Fire Chief Thompson noted there had been 3. Trustee DeVore asked about previous concerns regarding the integration of paid firefighters with volunteers. Fire Chief Thompson explained why he thought it would go well. Fire Chief Thompson offered he was willing to forego his salary to offset costs. Chief Sutton expressed appreciation and noted the Board didn't want to return to an unpaid fire chief. Trustee Wisenburg stated he didn't support moving immediately to a two person duty crew, but he still supported a full-time day shift firefighter. Mayor Phelan stated that one firefighter couldn't put out fires. Mayor Phelan asked if the MABAS box had been pulled for the recent fires. Fire Chief Thompson allowed that the Village had aid at every fire call. Fire Chief Thompson noted he had enacted policies which automatically dispatch aid for schools and high occupancy buildings. Trustee Wisenburg noted that even paid crews activated MABAS. Trustee Gauf asked if MABAS was automatically pulled for a residential fire during the day. Fire Chief Thompson noted it was only for high hazards such as schools, apartments, and nursing homes. Trustee Gauf asked if an individual had to go to review the scene first. Fire Chief Thompson explained it would depend on initial reports. Trustee Wigginton asked what happened with a full paid duty crew on hand. Fire Chief Thompson noted with 4 individuals they could begin fighting the fire themselves. Fire Chief Thompson explained that the Village almost always will pull MABAS, and it's standard practice. Mayor Phelan asked how much time elapsed if the individual went to review. Fire Chief Thompson stated it based on was drive time. Mayor Phelan asked about time lapse after MABAS was pulled, and Fire Chief Thompson explained it would depend on the responding departments, but the City of Peoria was very close. Trustee Wigginton noted the trustees had a lot of good questions. He thanked Fire Chief Thompson for his great efforts in getting daytime coverage during the transition. Mayor Phelan noted his concern for the very serious situation. He also stated the Village would have to follow a hiring process should the Board decide to create a position. Mayor Phelan expressed concern for the process of coverage for sick and paid time off if the Village were to hire one employee.

Mayor Phelan invited representatives from Farnsworth Group forward to present their streetscape work for Prospect Road and Monroe Avenue. Director Aldrich spoke about how the project had been started noting that the plans would help the Village apply for various grants. Mayor Phelan stepped out at 6:39 pm. Mr. Jeff Martin, of Farnsworth Group, stressed the plan is in a first draft. Mayor Phelan returned at 6:40 pm. Mr. Martin explained the efforts were focused around making Monroe Avenue more pedestrian friendly. He shared graphics showing Monroe's relative location to residential areas, schools, downtown, and War Memorial Drive. Mr. Martin noted the presentation was focused on the big picture as details would come later. Mr. Martin shared a variety of streetscape designs and spoke to the advantages and disadvantages of each. He the importance of lighting and landscaping in making neighborhoods more pedestrian friendly. Mr. Martin summed up there were four options for the Board and residents to discuss. Trustee Wigginton noted he liked the presentation and different ideas. He asked if the firm had considered putting the green space in the center of the road. Mr. Martin explained it would be expensive and cause difficulty for residents. Mr. Martin noted it would also take up more space. Director Aldrich agreed noting it created maintenance issues as well as access issues for

residents. Trustee Wigginton expressed his desire to achieve aesthetically pleasing improvements. Mr. Martin commented that the Village will also have to consider utilities in the areas which will impact the final design. Trustee DeVore stepped out at 7:03 pm. Mr. Paul Kouri noted the focus of the planning was on the roads. Trustee Wigginton asked about traffic calming on the street. Mr. Martin noted he hadn't shown any but they could be added. Trustee DeVore returned at 7:05 pm. Director Aldrich commented that not all traffic calming options are immediately obvious. Parking and landscaping can be used as traffic calming features. Mr. Martin suggested the Village speak to the residents in the area and begin to develop a vision. Trustee Khazzam asked Director Aldrich to speak about the importance of the plans for funding. Director Aldrich noted it was very important to have exhibits and proof of having started the thought process for grant applications. He stated the Village would likely seek grant funding for the project, and it could be a substantial project. Mr. Martin noted the plans fit with the Prospect designs. Director Aldrich noted that the presentations also helped with communicating with the public.

Mr. Martin invited Mr. Paul Kouri, and Ms. Kaitlyn Crank, also of Farnsworth Group, forward to move into the presentation of the Prospect Road streetscape. Mr. Kouri spoke about the history of Prospect Road and its unique circumstances explaining the proposal was to reduce the number of lanes to expand sidewalks and parking. The plan also includes traffic calming to slow traffic and make the downtown more pedestrian friendly. Ms. Crank provided details of the block designs which includes ADA parking and wider sidewalks. The design also provides space for green space, lighting, seating, and signage. Ms. Crank spoke about options for posts, signs, and barricades which would allow the Village to distinguish itself from other communities. Mr. Kouri suggested establishing identifying districts. Mr. Kouri spoke about the design elements of the street and parking which were intended to make maintenance easier. Ms. Crank and Mr. Kouri showed examples of design options. Ms. Crank noted the designs included a few pocket parks at intersections with Mr. Kouri explaining that the Village's existing art pieces had been worked into the pocket park designs. Mr. Martin noted that the design reassigned traffic lane space into sidewalk space to accommodate more tables for the Village's restaurants. Mr. Kouri noted the design is the first step of many. The project would require extensive upgrades which would likely be done in phases for both funding and connectivity reasons. Mr. Kouri noted the Village would first need to decide where to start. Director Aldrich noted the Village is pursuing federal funding. For a federally funded project, work would probably be from Kingman Avenue to War Memorial Drive. He stressed that the details would be debated at later phases. He also noted the presentation has a lot of great visuals for discussing the project with the public. Trustee Wigginton asked Director Aldrich if he was aware of any grants to help with business disruption caused by construction of the project. Director Aldrich noted some of the things the Village was already doing would help. He stated he wasn't aware of any public grants specifically for the issue, but the Village would look at grants and loans that would be available to the businesses. He stated he had been through the construction process before, and it wasn't easy, but it was something to look forward to. He stated he believed people would enjoy the improvements. Trustee Wigginton asked if businesses would have to be shut down. Director Aldrich noted in his previous experience they had accommodations such as odd construction hours or using back doors as an alternate option. Mr. Martin shared in another community they had only done construction on one side of the street and included temporary walkways to provide access to businesses. Mr. Martin said it was uncomfortable but workable. Trustee Gauf asked if the City of Peoria would be involved in the project since a portion of Prospect under discussion was their responsibility. Director Aldrich noted he had brief conversations with staff at the City of Peoria, and they would likely be excited for the project as it would be an asset to them also. Mayor Phelan asked if receiving a grant would create a sense of urgency. Director Aldrich explained that the Village had requested funding for phase 1 engineering. He noted there was currently a lot of opportunities for funding projects.

The Board moved on to miscellaneous business.

Mayor Phelan asked residents who were interested in volunteering for the PHFD to contact Fire Chief Thompson. Fire Chief Thompson announced there was an application available on the website. Mayor Phelan asked Chief Sutton work with Mr. Bailey to make a press release.

Hearing no additional miscellaneous business, the Board moved to adjourn.

Trustee Goett made a motion to adjourn, and Trustee Wigginton seconded the motion. The Board of Trustees voted 6-0 to adjourn at 7:39 pm.

Michael Phelan, Mayor

Stephanie Turner, Village Clerk