

Village of Peoria Heights
Board of Trustees
December 21, 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, Beth Khazzam, David Marfell, Matthew Wigginton, Brandon Wisenburg. Trustee Wigginton and Trustee Wisenburg were present via telephone. Trustee Jeff Goett 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 Khazzam made a motion to approve the minutes from the meeting held on November 16, 2021, and the motion was seconded by Trustee DeVore. The Board voted to approve the minutes 5-0.

Mayor Phelan wished everyone a merry Christmas and thanked everyone for their work making the Village look festive.

Trustee Jeff Goett entered at 6:01 pm.

Mayor Phelan invited the Thornton family forward to receive a proclamation in honor of Ms. Nancy Thornton. Mayor Phelan extended his sympathy to the family on the loss of Ms. Thornton. He noted that three generations of his family had spent time at the Penguin Tap over the years. He shared his fond memories of it and read the proclamation in honor of the Thorntons highlighting the family's contributions to the Village. Ms. Thornton's daughter came forward to thank the Board for the honor.

Mayor Phelan opened the meeting to public comment. Hearing no public comment, Mayor Phelan closed the meeting to public comments and asked for the trustees' reports.

Trustee DeVore reported that she and Chief Sutton had begun to discuss the budget. She encouraged trustees to start reviewing their departments' budgets.

Trustee Goett had nothing to report. Superintendent of Streets, Mr. Mike Casey, reported they were still waiting on bids for the lower fire station.

Trustee Khazzam announced the Village would have its third meeting with Farnsworth Group regarding the streetscape on Prospect. She stated she'd share updates after the meeting.

Trustee Wisenburg had nothing to report.

Trustee Marfell deferred to the Public Works superintendents. Superintendent of Water, Mr. Chris Chandler, urged residents to watch their pipes in the cold weather.

Trustee Wigginton shared that no shave November continued into December with funds benefiting charity. He noted that the PHPD was going to be focused on speeding and traffic after the most recent Neighborhood Watch meeting.

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

Trustee DeVore made a motion to approve Ordinance 2021-1669: Adoption of the 2021-2022 Levy (Village and Library). Trustee Marfell seconded the motion. Trustee DeVore explained the Village's annual levy noting it was the amount was reduced approximately half a percent. Mayor Phelan invited Mr. Shawn Edwards, Director of the Peoria Heights Public Library, to speak about the Library's levy. Mr. Edwards stated the Library's levy was relatively flat. Funds will be used for building maintenance as well as rising staffing costs. Mr. Edwards shared that the Library had received a large donation and is contemplating the best use of those funds. He noted that the Library is also looking to pursue grant opportunities as well. Ordinance 2021-1669 was approved the levy 6-0.

Trustee DeVore made a motion to approve a project services agreement between the Village of Peoria Heights and Farnsworth Group to retain Mr. Wayne Aldrich as Director of Community Development. Trustee Khazzam seconded the motion. Trustee DeVore explained the Village set a goal of filling the Director of Community Development after its strategic planning session. She stated Mr. Aldrich was the best candidate out of the applicant pool. She shared Mr. Aldrich is employed through Farnsworth Group and hiring him as a consultant through Farnsworth Group provides the Village advantages in terms of saving benefit costs. Trustee DeVore praised Mr. Aldrich's experience and knowledge. Chief Sutton added Mr. Aldrich was an excellent candidate who would be beneficial to the Village. Mr. Aldrich, a civil engineer, shared his work history at both IDOT and the Town of Normal. Mr. Aldrich noted while he will work for Farnsworth Group he is committed to the Village and its residents. Trustee Marfell thanked Chief Sutton and the trustees who selected Mr. Aldrich noting he's a wonderful candidate. Trustee Wigginton thanked Mayor Phelan and Chief Sutton for answering questions regarding the contract. Mayor Phelan noted that Mr. Aldrich will be assisting the Village with the redesign of Galena Road and Monroe Avenue. The Board approved the contract 6-0.

Trustee Marfell made a motion to approve the bid for water consultant services, and Trustee Khazzam seconded. Trustee Marfell shared that the water consultants were to evaluate the water system as well as provided information regarding the necessary improvements. He noted that the services were to provide a capital improvement plan. Trustee Marfell shared that Woodard Curran had been recommended by Chief Sutton and Mr. Aldrich. He noted that the approval was to allow the negotiation of a contract. Mayor Phelan noted that Woodard Curran was the only candidate that came to review the water system. Trustee Marfell stated he believed that was important because the water system is very complex. Attorney Walton noted the vote was simply a vote to move forward and the contract would be brought back to the Board for a vote. Chief Sutton clarified that Mr. Aldrich provided the recommendation. Attorney Walton shared he had also reviewed the proposal and agreed with Mr. Aldrich's recommendation. Mr. Aldrich explained Woodard Curran had worked for the City of Monmouth, and the City had provided a positive recommendation. He noted that Woodard Curran also had extensive experience with grants which Mr. Aldrich believed would be helpful. The Board approved negotiating water consulting services 6-0.

Trustee Khazzam made a motion to approve Ordinance 2021-1670: 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 the Popcorn Works and Sweet Shop, LLC. Trustee DeVore seconded the motion. Trustee Khazzam announced the newest business, the Popcorn Works, had just opened. Mr. Pete Claren, owner of the shop, came forward to update the Board that the business had been well received so far. He stated they were thrilled to be part of the community. Attorney Walton shared the redevelopment agreement was a use of BDD funds to help offset opening costs for the

business. The majority of reimbursed expenses were for signage with some additional expenses for building improvements. The Board approved Ordinance 2021-1670 by a vote of 6-0.

Mayor Phelan announced his decision to appoint Trustee Sarah DeVore as Village Representative to the Peoria Area Convention and Visitor's Bureau Board for a term of January 1 – December 31, 2022. Trustee Khazzam made a motion to appoint Trustee DeVore. Trustee Marfell seconded the motion. Attorney Walton noted it was a mayoral appointment to an outside Board to represent the Village with the PACVB. The Board voted 5-0 to approve the appointment. Trustee DeVore abstained.

Mayor Phelan asked for miscellaneous business.

Trustee Marfell stressed the importance of homeowners knowing where the interior water shut off valve was inside their house. He noted that it could save the owner from thousands in damages in an emergency.

Chief Sutton noted there were no agenda items for the next meeting. He recommended cancelling the meeting. Trustee Goett made a motion to cancel the meeting for December 28, 2021. Trustee Khazzam seconded the motion. The Board voted 6-0 to cancel the meeting.

Trustee Goett made a motion to approve payment of the bills. Trustee DeVore 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 November, there was \$5,874,927.03 in the Village controlled accounts and \$1,698,624.77 in the Water controlled accounts. Trustee Khazzam made a motion to approve the Treasurer's Report, and Trustee Goett seconded. Mayor Phelan thanked the employees for their hard work and noted the need to continue being frugal. The Treasurer's report was approved 6-0.

Trustee Goett made a motion to adjourn, and Trustee Marfell seconded the motion. The Board of Trustees voted 6-0 to adjourn at 6:41 pm.

Michael Phelan, Mayor

Stephanie Turner, Village Clerk