

COMMITTEE & BOARD MEETING OF THE VILLAGE OF PORT BARRINGTON  
LAKE AND MCHENRY COUNTIES, ILLINOIS  
December 09, 2020

President Yeaton called the monthly Committee Meeting of the Board of Trustees to order at 7:00 pm. The following Trustees were present: Cillo, Corrigan, Fecske, Vogeler and Grothendick. Trustee Herstedt was absent. This meeting was attended virtually by all including Village Attorney Jim Bateman.

Minutes of the November 12, 2020 Committee Meeting were before the Board. Trustee Grothendick motioned to approve and Trustee Cillo seconded. The Minutes were approved by a voice vote.

Trustee Cillo motioned to adjourn the Committee Meeting and move to the Special Meeting. Trustee Vogeler seconded. Roll call was taken: 5 Ayes, 0 Nays, 1 Absent. Motion approved.

The meeting was adjourned at 7:04 pm.

President Yeaton called to order the Special Board Meeting at 7:04 pm. The meeting was attended virtually. Trustee Herstedt arrived at 7:04 pm. The following Trustees were present: Cillo, Corrigan, Fecske, Herstedt, Vogeler and Grothendick.

President Yeaton asked the Board to set the agenda affirming no conflicts of interest and Trustee Grothendick motioned to set the agenda. Trustee Cillo seconded and the motion was approved unanimously.

Trustee Vogeler motioned to approve the consent agenda including the Regular Board Meeting minutes from November 2020 and the October 2020 Treasurer's Report. The November Treasurer's Report was tabled. Trustee Cillo seconded. Roll call was taken; 6 Ayes, 0 Nays, 0 Absent. The motion was approved.

Bills Payable through December 09, 2020 were before the Board. Trustee Vogeler motioned to approve. Trustee Cillo seconded. Roll call was taken; 6 Ayes, 0 Nays, 0 Absent. The motion was approved.

#### STREETS AND ROADS

Trustee Corrigan will follow up to find out when the parking lot would be striped at the Village Hall.

Rusty got "no parking" signs, but will get the poles from the Township.

There is a list of all back-ups for Rusty and contact info in case he's not available. President Yeaton stated that waivers would be needed. Trustee Corrigan checked to be sure they are covered by Village insurance.

Trustee Corrigan will check on whether the "dead end" sign was installed at the end of Eastwood. Rusty stated he has the sign but it's not installed yet. There is a Fox River Ahead sign

for the end of Eastwood. There are boulders and reflectors there. Trustee Grothendick stated that his road needed a dead end sign also.

President Yeaton asked Trustee Corrigan about a 2<sup>nd</sup> bridge inspection. Trustee Corrigan responded that he is seeking a comparison with existing proposal but looking into what services are available.

## HEALTH AND SAFETY

Trustee Fecske stated that Covid restrictions mean restaurants are closed for indoor dining. The CDC has not announced who would be the first to get the vaccine for Covid-19. Donna Erfort stated that mosquito abatement licenses are due for renewal after the 1<sup>st</sup> of the year and they must take the test again.

## POLICE

There were no reports from the Sheriff's office.

The December schedule is set.

President Yeaton stated that adjudication was set for 12/16/2020.

The McHenry Police will attend and participate in the Santa Parade on 12/20/2020.

## PARKS AND BEACHES

Trustee Cillo stated that certificates were prepared for 10% off dining at Village restaurants and Christmas ornaments would be sent to those who would have been invited to the Volunteer appreciation event.

The REC committee will put together senior baskets to be delivered on 12/19/2020.

President Yeaton stated that Becky Bateman suggested she mention State statute 65ILCS 5: 8, 1-2.5 provides the ability to disburse funds to pay the business' back for the value of the 10% discount.

## FORESTRY

No new information

## BEE CITY

Donna Erfort stated that funds would be subtracted from part of the proposal from Tall Grass to pay for signage and stewardship.

## FINANCE

Trustee Grothendick stated that quarterly budget reviews were performed.

There is a proposal for a Savin copier. It is \$159.43/mo including 180,000 copies in B&W and 19,000 color. The lease term is 63 months. Jim Bateman stated that the contract says any risk of damage during shipment is on the Village. It needs to be approved by Ordinance. Trustee

Grothendick will contact the company about damage risk wording. The Board agreed to have the Bateman's write the ordinance.

Trustee Grothendick stated that another round of applications for CARES reimbursement had been pushed back. The Village should receive an additional \$4,200.00 and it was based on population.

Donna Erfort created a letter to send regarding vehicle tax for those who are non-compliant. It will be mailed on 01/02/2021.

Trustee Corrigan will assist Trustee Grothendick with details of the E-pay program.

Special filters were installed at the Village Hall and the Heron Room for air purifying.

Donna Erfort stated there were issues with the Village website. The provider described it as obsolete and fragile and quoted \$800.00 to rebuild. Trustee Corrigan stated that the contract included 3 hours/month consulting time that does not roll over from month to month.

Trustee Grothendick motioned to approve and accept a proposal from Webs We Weave in the amount of \$800.00. Trustee Vogeler seconded. Roll call was taken; 6 Ayes, 0 Nays, 0 Absent. The motion was approved.

## BUILDING AND ZONING

Trustee Vogeler explained concerns about the Riverwalk permits and Chris Gheyson not being called to inspect. The Manhard permit has language to require them to provide notice to the Village 48 hours prior to scheduling the inspection. Trustee Vogeler thinks the language is vague. Chris Gheyson will write clearer requirements. Manhard's first inspection would be about silt fences, 2<sup>nd</sup> would be things that are specific to permit and the 3<sup>rd</sup> final inspection. It must be spelled out clearer going forward. President Yeaton explained the concerns regarding having issued just one permit when there is more than one stage to the project. The assumption was that they would alert the Engineers when each new section was begun. President Yeaton described the fines associated with not complying with permit requirements. Trustee Vogeler stated that the permit was for only phases 3 & 4. The permit is not clear as to when inspections should be taking place and he doesn't think the Village can sanction Riverwalk when there is ambiguity. Trustee Vogeler stated that the verbiage must be clearer before any new permits are issued. President Yeaton agreed that there is a need for clearer directives on the permit. Trustee Vogeler will follow up with Chris Gheyson to get a sample of the verbiage. It could be an add-on to the existing permit.

## VILLAGE ATTORNEY

Becky Bateman requested all comments on the employee handbook be submitted by 12/15/2020.

## ADMINISTRATION

Donna Erfort has a meeting with Auditors

Donna sent notice to the Liquor Commission that the state is extending licenses to March instead of December. The Village may want to consider extending also.

The 2021 Meeting Calendar was before the Board with meetings being held on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesdays. With changes included, Trustee Vogeler motioned to approve. Trustee Cillo seconded. Roll call was taken; 6 Ayes, 0 Nays, 0 Absent. The motion was approved.

Election packets are available.

## PUBLIC WORKS

The ice rink is being installed. It will be filled when temperatures are zero for a couple nights.

Rusty is trimming parkway trees.

The garage door spring broke and will be repaired tomorrow.

Rusty has concerns about the employee manual and will contact Becky Bateman.

## PLANNING COMMISSION

Mike Weiner stated their board approved their calendar.

They discussed the comprehensive plan.

There is a new member and Tom Fleissner must be sworn in at a live meeting and not virtual.

## PBWWC

Jody Thelin stated there was no new information.

## PBERT

Kevin Fecske is working on the Village Emergency Response Plan and will present to President Yeaton and Trustee Grothendick by February 2021.

## VILLAGE PRESIDENT

President Yeaton stated she wants to hire a consultant to evaluate Village employees and put together a plan for the Village. There is a proposal from GOV HR. Trustee Cillo doesn't approve of hiring an outside consultant. President Yeaton stated it was about making sure the Board is fulfilling obligations to the residents. The evaluation would provide independent structure and objectivity to be sure the Village is providing good service to its residents. The cost is estimated at \$2,625.00 and President Yeaton wants to move forward.

Trustee Herstedt motioned to hire GOV HR. Trustee Fecske seconded. Roll call was taken: Trustees Cillo, Vogeler and Corrigan voted Nay. Trustees Herstedt, Fecske and Grothendick voted Aye. The Village President cast a vote to break the tie and with her vote of Aye included the motion was approved.

President Yeaton wanted a written Covid policy. Becky Bateman can create for less than two billable hours. The Board agreed.

## OLD/NEW

Donna Erfort stated she will attend a webinar on Lake County Stormwater and another about accepting petitions about election results.

The meeting was open to the floor at 9:11.

There were no questions or comments heard.

Trustee Cillo motioned to adjourn. Trustee Grothendick seconded. Roll call was taken; 6 Ayes, 0 Nays, 0 Absent. Motion approved. The meeting was adjourned at 9:12 pm.

Respectfully Submitted,

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Nancy Bachal, Village Clerk

COMMITTEE MINUTES APPROVAL

AYES   6  

NAYS   0  

ABSENT   0  

ABSTAIN   0  

APPROVED   January 13, 2021  

BOARD MINUTES APPROVAL

AYES   5  

NAYS   0  

ABSENT   0  

ABSTAIN   1- Herstedt -technical phone difficulty  

APPROVED   January 27, 2021