

VILLAGE BOARD OF TRUSTEES
MEETING MINUTES
January 2, 2018

Mayor Wells called the Meeting of the Mt. Zion Village Board of Trustees to order at 5:15 p.m. in the Village Hall Board Room. The following Board Members were present for roll call: Mike Mose, Shane Mendenhall, Ron Johnson, Donna Scales, and Wendy Kernan. Also present were Village Administrator, Julie Miller, Director of Public Works, Chad Reynolds, Chief of Police, Adam Skundberg, Director of Parks & Recreation, Judy Roessler, Event Coordinator, Tiffanie Lynch, Village Treasurer, Corey McKenzie, and Village Clerk, Dawn Reynolds. Kevin Fritzsche was absent.

Pledge of Allegiance

Public Forum: Two (2) people were present. No one wished to address the Board at this time.

Consent Agenda: A motion was made by Trustee Johnson to approve the Consent Agenda as presented, seconded by Trustee Scales. A breakdown of Fund Warrants for the period ending December 18, 2017 and January 2, 2018 is as follows: General Fund - \$104,882.62, Convention Center - \$5,812.16, Motor Fuel Tax - \$4,762.80, Water Revenue Fund - \$531,735.72, Sewer Revenue Fund - \$19,737.04, Games Department - \$8,159.00, and DUI Equipment - \$5,000.00. A roll call vote was taken: Mose-yea, Johnson-yea, Mendenhall-yea, Scales-yea, and Kernan-yea. Motion carried 5-yea, 0-nay, 1-absent.

Discussion and Approval of 2018 Mt. Zion Convention Center Rates: Administrator Miller stated the first task for Event Coordinator Tiffanie Lynch was to take a look at the Convention Center rates. The rates have not increased for 3 years. Coordinator Lynch presented for consideration numerous wedding and corporate packages with various pricing levels and amenities. Lynch wanted to make it easier and stress free, especially for brides. Lynch explained that there will be a 14% increase in revenue for the Village based on the 2017 rental data.

Discussion was held regarding the rate increase, decorating the day before an event, competition venues, preferred catering and the quantity of rentals during the weekday and weekend for 2018.

A motion was made by Trustee Mendenhall to approve the 2018 Convention Center rates as presented, seconded by Trustee Kernan. A roll call vote was taken: Mose-yea, Johnson-yea, Mendenhall-yea, Scales-yea, and Kernan-yea. Motion carried 5-yea, 0-nay, 1-absent.

Discussion and Approval of Road Maintenance Project and Notice of Award – Dunn Company: Administrator Miller presented for consideration a revised bid for the project which reserved the unit pricing in the original bid. The scope of work, in particular Wildwood Drive, was modified due to unknown factors at the time of design. Wildwood Drive had already been soil cement stabilized many years ago, therefore, it cannot be reclaimed as originally desired. The only option is to mill and lay asphalt.

The award is an increase of \$47,729.20 over the original bid. The reworked bid includes mill and asphalt for Wildwood Drive, Brierwood Drive, Brentwood Court and Rosewood Drive. The bid also includes reclaim and oil and chip for Westside Drive from Baltimore to Main Street (except a small stretch which is concrete near Country Manor).

Discussion was held regarding the money used from bond proceeds.

A motion was made by Trustee Mose to resend the previous motion to accept and award Dunn Co. the 2017 Road Maintenance Project in the amount of \$369,031.00 and to approve and award Dunn Co. the 2017 Road Maintenance Project in the amount of \$416,760.20 as presented, seconded by Trustee Mendenhall. A roll call vote was taken: Mose-yea, Johnson-yea, Mendenhall-yea, Scales-yea, and Kernan-yea. Motion carried 5-yea, 0-nay, 1-absent.

Discussion and Approval of an Ordinance Amending Chapter 70 – Traffic – Handicapped Parking: Administrator Miller presented for consideration an Ordinance Amending Chapter 70 – Traffic to increase the fine for illegally parking in a handicap parking space from \$100 to \$250. Current Statutes allow municipalities to fine a minimum of \$250 per violation, a maximum of \$350. Current signs on handicap parking spaces are \$100 and need replaced. In order to enforce the Statute, the signs must match the ordinance. If approved, Public Works will order the new \$250 signs and replace them on all Village property and the Police Department will survey signs on private property and let business owners know of the change.

A motion was made by Trustee Scales to approve the Ordinance Amending Chapter 70 - Traffic as presented, seconded by Trustee Kernan. A roll call vote was taken: Mose-yea, Johnson-yea, Mendenhall-yea, Scales-yea, and Kernan-yea. Motion carried 5-yea, 0-nay, 1-absent.

Discussion and Approval of 2017 Budget Adjustments: Treasurer McKenzie presented the budget adjustments for Fiscal Year 2017, which is an annual requirement before the audit.

A motion was made by Trustee Scales to approve the budget adjustments for Fiscal year 2017 as presented, seconded by Trustee Johnson. A roll call vote was taken: Mose-yea, Johnson-yea, Mendenhall-yea, Scales-yea, and Kernan-yea. Motion carried 5-yea, 0-nay, 1-absent.

Discussion and Approval of an Ordinance Amending Chapter 71 – Traffic Schedules – Broadway 25 MPH: Administrator Miller presented for consideration an Ordinance Amending Chapter 71 – Traffic Schedules to lower the speed limit on Broadway Street to 25 MPH. The reduction is needed to satisfy IDOT regarding the design of the Broadway Reconstruction Project. The project is nearing design completion and is being reviewed by IDOT for final approval. Without the reduction, the design engineering and construction costs would increase significantly as well as the entire project. The intersection of Sunset and Broadway would have to be completely changed to accommodate a 30 MPH speed limit. The reduction would only take affect after new signs are erected which will most likely be in the spring.

A motion was made by Trustee Johnson to approve the Ordinance Amending Chapter 71 - Traffic Schedules as presented, seconded by Trustee Mose. A roll call vote was taken: Mose-yea, Johnson-yea, Mendenhall-yea, Scales-yea, and Kernan-yea. Motion carried 5-yea, 0-nay, 1-absent.

Discussion and Approval to Purchase 2018 F350 4x4 – Jackson Ford: Administrator Miller presented for consideration a request to purchase a 2018 F350 4x4 truck from Jackson Ford for the Public Works Department. If the purchase is approved, it will replace Truck #5 (2005 F350 XL Super Duty Diesel) which has become an expense maintenance issue. Truck #5 will be disposed of through the surplus equipment process after delivery of the new truck.

Director Reynolds explained the Jackson Ford bid includes a back-up camera which will help when attaching the truck to trailers.

A motion was made by Trustee Mose to approve and authorize the Village Administrator to purchase and execute all related documents related to the purchase of the 2018 F350 4x4 from Jackson Ford in the amount of \$28,624 as presented, seconded by Trustee Kernan. A roll call vote was taken: Mose-yea, Johnson-yea, Mendenhall-present, Scales-yea, and Kernan-yea. Motion carried 4-yea, 0-nay, 1-absent, 1-present.

Administrator & Staff Items:

Director Roessler announced that the Dueling Pianos event will be held February 10th, tickets and sponsorships are now on sale.

Director Reynolds reported that Public Works has been out spreading salt on the roads a few times.

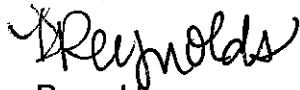
Administrator Miller informed the Board that a resolution regarding a new sexual harassment policy will be brought to the next Board meeting. It is a State Mandate that all municipalities adopt a resolution establishing a policy prohibiting sexual harassment by January 15th. Miller has researched training programs to schedule in the near future.

Mayor & Trustee Items:

Mayor Wells wished everyone a Happy New Year.

Adjournment: A motion was made by Trustee Johnson to adjourn the January 2, 2018 Village Board meeting, seconded by Trustee Mendenhall. A voice vote was unanimous; motion carried. The meeting was adjourned at 5:59 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Reynolds".

Dawn Reynolds
Village Clerk