

## **VILLAGE OF MCLEAN**

### **REGULAR BOARD MEETING**

#### **JANUARY 6<sup>TH</sup>, 2025 MEETING MINUTES**

President Hammel called the Regular Meeting of the Board to order at 7:00PM. Wille (arrived late), Kirby, VanDyke, Mattson, Gordon, and Page all present. Mark Rossi-acting attorney, and Heather Klaus via zoom. Also, in attendance; Courtney Nelson, Don Doty, Helen Doty, Howard Ahlstrom, Sandra Sheldon, Henry Dawdy, Stephanie Neumann, and Susan Cameron.

OFFICER PROMOTION-Promotion of Officer Matt Jones to Sgt, recommended by Sgt. Dylan Miller. Officer Jones has been with the Village for 5 ½ years. VanDyke-motion, effective immediately to promote Officer Jones, to Sgt. Kirby-2<sup>nd</sup>. All ayes, motion carried. Sgt. Miller gave oath, and Sgt Jones pinned by his wife, Jenny.

POLICE-Dept Report provided by Sgt. Miller. Officer Sean Harbison has recently become Chief of Police for Danvers. He will continue to serve McLean, but now in a smaller capacity. New shift patterns implemented now that the new officer is patrolling on his own. There was a Com's issue involving Sgt Miller involving a foot pursuit, and no service on his radio, and had to use his watch to call 911. County and Village working with Motorola on upgrades to ensure this doesn't happen again. Working on "Change of UTT". State gave a 1 week notice on this change. Sgt Miller orchestrated and led procession, with help of many different State and Local units to bring former Fire Captain Levi Blair back to area for funeral after his death.

MEETING MINUTES-Page-motion to approve December 2<sup>nd</sup> regular meeting minutes, as well as December 9<sup>th</sup> HR Committee Meeting minutes. Kirby-2<sup>nd</sup>. All ayes, motion carried.

MONTHLY BILLS-Page requests to go back to having bills presented like they used to be under the former treasurer, as they are hard to understand in the current form. VanDyke-motion to pay monthly bills as presented, with the including of the McGrath Law bill. Gordon-2<sup>nd</sup>. Gordon, Kirby, VanDyke, Mattson, Wille-yes. Page-no. Motion carried.

PUBLIC INPUT- Howard Ahlstrom-Only see 2-3 board members get out to see what the community needs. Why are the meetings not being held at the Park District? Every board member needs to be transparent. Henry Dawdy-sincere thank you to the Public Works for their efforts in keeping the streets cleared during the snowstorms.

OFFICE-Approx 60 accounts currently on ACH each month. 3 water bill adjustments are included in this month's packet. Courtney explained each situation to the board. Office will be changing the procedures on notifying residents on leaks. Klaus-spoke with the auditors, and audit should be complete by the end of the month. Not sure if the board was aware of her health issues, and issues internally in the office. Hammels suggested she speak with the Head of the HR Committee. Page agreed, and to set up a meeting.

WATER BILL ADJUSTMENTS-Gordon-motion to adjust amounts on the following accounts:

407 N West St-\$181.77

208 E Charles St-\$161.85

501 W Franklin St-\$468.50

Page 2<sup>nd</sup>. All ayes, motion carried.

ARSENIC-No report

EMPLOYEE SAFETY TRAINING-Public Works are continuing as time allows.

DEPOT LEASE-Current lease expires March of 2025. Kirby requested a 2-year lease from Rossi to include a clause with a 90 day-no cost to either party cancellation, update liability insurance to \$2,000,000, as well as a review on the rent each year. VanDyke-motion to authorize Rossi and McGrath Law to draft the above changes. Kirby-2<sup>nd</sup>. All ayes, motion carried.

FLEET GAS CARD FOR PUBLIC WORKS/PD-Will table until next month's meeting when Chief Belvry is present.

EMPLOYEE HANDBOOK- PAGE 3-Bullet Point#4- Change Treasurer to Office Manager. PAGE 9-Paragraph 4-change administration to Office Manager. PAGE 9-PARAGRAPH 4-Change M-F 8AM-12PM to M, T, Th, F 8AM-12PM, and WED 2PM-6PM (Subject to change) PAGE 10-Paragraph 2-Change contact the Village President or HR Chairman who will work with the Treasurer. PAGE 12-Remove Treasurer 3 places; add office manager. PAGE 13-Under Holidays; remove treasurer and add Office Manager. PAGE 13-Under Personal Days add: After thirty (30) days of employment at the beginning of the first sentence. Also remove Treasurer; add Office Manager. PAGE 15-Paragraph 4; remove Treasurer; add Office Manager. Paragraph 6; Employees may carry over 1.5X of what is earned as of January 1<sup>st</sup>. PAGE 15-Above Bereavement Leave add the following statement- "Per LLAWA Act Illinois State Law; full-time employees receive 40 hours per year. Part-time employees receive 1 hour for ever 40 hours worked." Also discussed; Treasurer does not have set hours. Deposits, etc. are to be taken care of by the office manager. Treasurer and Office manager have been asked to create training manual/screen shots of each portion of their jobs. 1<sup>st</sup> draft to be submitted by January 31<sup>st</sup>. Gordon-motion to make changes and have employees sign for updated handbook on next pay-period. Page-2<sup>nd</sup>. All ayes, motion carried.

WATER RATE INCREASE-Water rate would automatically increase in January by 5%. Kirby-motion to not increase the water/rates, will table until February meeting to go over rates/costs. Wille-2<sup>nd</sup>. All ayes, motion carried.

BRICK TECHNOLOGY GROUP-VanDyke-motion to accept Cloud Back-up Service provided by Brick Technologies at \$80.00/month to cover all computers and data. Kirby-2<sup>nd</sup>. All ayes, motion carried.

109 S ELM-TRAILER -Trailer has been removed. VanDyke-motion to release any/all restrictions on address with county. Gordon-2<sup>nd</sup>. All ayes, motion carried.

Kirby-motion to enter executive session at 8:19PM to include attorney-Mark Rossi. Wille-2<sup>nd</sup>. All ayes, motion carried.

Hammel- re-enter regular meeting session at 8:50PM. Roll Call-Page, Kirby, Wille. Mattson, VanDyke, Gordon-all present.

VanDyke-motion to adjourn at 8:50PM. Gordon-2<sup>nd</sup>. All ayes, motion carried.

Respectfully submitted by,

Ashley Billington

Village Clerk