CALL TO ORDER
Mayor Burgess called the Committee of the Whole Meeting to order at 6:00 p.m.

Roll Call
On Roll Trustees Bell, Brewer, Grant, Jasinski, Todd, Williams
Others in Attendance: Planner Maggie Jarr, Chief Barrett

MOTION TO RECESS TO EXECUTIVE SESSION
There was no Executive Session

MOTION TO RECONVENE

CALL TO ORDER
  ▪ Roll Call

MOTION TO RECESS TO EXECUTIVE SESSION
  ▪ Discussion of Personnel Matters and Update of Pending Litigation, Collective Bargaining Matters, Review Executive Board Minutes, Real Estate, or Employment and Compensation as needed (5ILCS 120/2 (c) (2018)

MOTION TO RECONVENE

DISCUSSIONS

Village Clerk Marva Campbell-Pruitt
  ▪ A PetChamps Presentation was provided by Stan Urban and staff, Julie Vaught. He started by providing an update on the Pro Champs register153 30,000.00 This year, Seventy-nine new properties were registered, and Twenty-five properties were de-registered.
  ▪ Julie provided a brief introduction of the PetChamps Program for registering animals, along with pet profiles that would be on-line and providing animal tags. They discussed payment procedures and renewal information along with other advantages of using the system. Trustees asked questions about how to involve veterinarians who are not local, the cost of the services, how the company would acquire the database, if a contract is required, and asked that the formal presentation be made available. It was decided that the information be provided to residents by way of the water bills. The Clerk will draft a letter for inclusion for both the animal tags and vehicle stickers. She informed that at the following Board Meeting, the Board would be asked for approval to prepare an ordinance and agreements. It was decided to withdraw the action. A Trustee reminded the others that it was voted on that the date change had
been approved at the April 16, 2020, meeting. The agenda item for the Ordinance would be withdrawn, but a letter would go to residents with the date changes.

- **Fire Chief Stephen Barrett**
  - A BrightStar Ambulance Service Proposal was presented by Chief Barrett, highlighting the services the company seeks to provide to the Village. He outlined the rates, the times of operation, and the staffing to be available along with their certifications. Chief Barrett provided verbal comparison with other companies as many were reluctant quote their prices.
  - The contract with the current company will be up June 21, 2020, and a decision is needed as soon as possible.
    - Trustees questioned and commented as follows: the length of the term of the proposed contract (3-5 years); if the mutual aid assistance would still be available (yes); if the current contract requires a thirty-day notice of non-renewal (unable to ascertain); if a bidding process is required with three proposals (three bids are not required for emergency services); response time (current ETA is 18-20 minutes it would decrease to 4-5 minutes with the proposed company); the cost for residents would be reduced; and if the funds are available in the budget. (the prices are equivalent); how the ambulances are manned, can they assist with fire fighting (they would be strictly EMS); the escape clause (it will be in the contract) and the price will remain the same for three years. Do we need an ordinance or resolution change, to be researched? Do we buy out the existing contract (the attornies will be consulted.)
  - Ms. Jarr provided an update on Long-Range Planning Activities. She notified that her work plan would be changed to include greater effort and resources for the Village to meet its goals. She announced that C-Map would host a webinar on the impact of CoVid-19. The Mayor asked where masks could be obtained. Ms. Jarr will investigate.

- Police Chief White discussed the AXON Body Cameras proposal. He provided a history of the company and surveyed other departments regarding the company. The proposal will not be on the Board Agenda for a vote. Three Proposals would not be sought as the Taser International (AXON) is already in use by the Village, and this would build upon systems already utilized. There would be a five-year contract with upgraded equipment as needed. Two systems were evaluated by officers with good results. The first year would be financially more for the equipment but would reduce in subsequent years. He mentioned funding sources.

- Trustee Todd reintroduced the Ordinance Declaring a Village-Wide Spending Freeze. She highlighted the changes and asked if there were questions.
  - A trustee reiterated the procedure for Department Heads’ approval. And, that now the Ordinance covers essential and non-essential spending. Would Department Heads receive a monthly review? The Department Heads can track their spending, but to meet with them quarterly. The Trustees were advised that there are items that would need to be purchased in response to the pandemic crises.
  - Trustee Todd reintroduced an Ordinance Declaring a Village-Wide Hiring Freeze and asked for questions. A question was asked if the Fire Department was included in the freeze, and was informed that they
would need to come before the Board if additional staff would exceed the approved budget. Another Trustee stated that if a new position is required, it must be authorized in the upcoming budget process.

- Trustee Todd reintroduced An Ordinance Amending Article II (water) of Chapter 78 (utilities) of the Village Code (Re-hab Water) and asked for questions. She explained the one-line change and why the cost for a water meter was not listed. A trustee asked how the Village tracks those with re-hab water. There is a file in the front office. Mr. Finch further described the system for thirty-day approval.

- Trustee Todd reintroduced An Ordinance Amending Division 3 (Rules of Procedure). It had been previously tabled. The Ordinance Review Committee was unclear of its intent as there was no original Ordinance on file to amend. Trustee Brewer was called to respond. She recounted the process. The attorney drafted the Ordinance and asked that it be placed on the table as it required additional research (it should actually be tabled again) It was addressed so that two Trustees could recommend an agenda item. There was continued review required. It would not be voted on at the next Board Meeting. The Clerk provided notice that the language in the Ordinance conflicts with the existing Ordinance requiring three Trustees to call a Special Meeting and set the agenda for the said meeting. A Trustee clarified that the agenda cannot be changed within forty-eight hours and had been posted.

- Trustee Todd reintroduced the request that the Village Clerk’s Duties and Responsibilities be committed to an Ordinance. She sought removal for any reference to the Clerk’s Office collecting funds. The Ordinance Review Committee recommended that it should stay as presented by State Statute.

- A Trustee questioned the Clerk’s responsibility for the establishment of fees (Fees Schedule) and her duties relative to commissions and committees. The Clerk provided clarification on the roles. The Trustees agreed not to proceed forth with the Ordinance, in spite of the Clerk noting the advantages to assist with the future transition of the office. It was still decided that the Board would not move forward with drafting an Ordinance. They were reminded that the collection of funds should be eliminated along with a review of the numerous instances that required removal.

- Trustee Brewer requested consideration for Pandemic Relief Funds during another Committee Meeting. She asked for a reduction ($25.00) of water fees for June and July. Discussion ensued on how to handle incidences where the landlord pays the bill; those who are already behind in bill payment; the tentativeness of the Village’s finances; the cost was discussed;

- Trustee Williams discussed the need for additional Emergency Management Staff. It was acknowledged that the message to recruit staff had been documented, and the appeal had been made numerous times. Director Vavrik has been recruiting and appealing to others to join the team. The Fire Chief offered to assist.
J. Morden announced that the bills for the Lincoln Lansing Drainage District would be mailed soon. Thanked Public Works for the removal of shopping carts.

L. Washington asked for masks and hand sanitizers for residents. The Mayor is seeking the requested items.

**GENERAL COMMENTS FROM MAYOR & TRUSTEES**

- Trustee Bell asked people to stay safe.
- Trustee Jasinski asked people to stay safe and thanked everyone for their support in her time of need.
- Trustee Brewer had no comment.
- Trustee Todd asked people to stay safe and hope that we will get back to normal.
- Trustee Grant appealed to everyone to stay safe and stay home.
- Trustee Williams asked everyone to be safe and be smart.

**ADJOURNMENT**

Trustee Williams moved, and Trustee Brewer seconded a motion to adjourn at 8:39. It was approved by common consent.

/s/Derrick N. Burgess, Mayor

/s/Marva Campbell-Pruitt, Village Clerk