

Seneca Village Council held a regularly scheduled Council meeting at Seneca Village Hall on May 21, 2019 and the meeting was called to order at 7:00 p.m.

Roll Call: Present: Mayor Olson, Commissioners Callahan, Higgins, Lamb and Timmons

Also Present: Village Clerk Jennifer Peddicord, Attorney Bob Russo and Village Engineer Casey McCollom

All stood for the Pledge of Allegiance to the Flag of the United States of America.

A motion was made by Comm. Lamb and seconded by Comm. Higgins that the Council approve the May 7, 2019 Council meeting minutes as presented.

Roll Call: Ayes: Olson, Callahan, Higgins, Lamb and Timmons

Nays: None

A motion was made by Comm. Timmons and seconded by Comm. Callahan that the Council approve the April Treasurer's report, payroll and the payment of bills as presented.

Roll Call: Ayes: Olson, Callahan, Higgins, Lamb and Timmons

Nays: None

BUSINESS SPOTLIGHT PRESENTATION:

Julie Alaimo of Starved Rock Connections gave a presentation regarding her business.

COMMUNICATIONS, PETITIONS, REPORTS AND ADDITIONAL AGENDA ITEMS:

1. Comm. Callahan passed out copies of each department's budget to be worked on and advised that everyone should keep in mind the increase in the gas tax and plan accordingly.
2. Mayor Olson presented Council with a sketch and advised that the Port Authority will be donating a shelter to Graves Park consisting of restrooms and a concession stand. Comm. Lamb further advised that that it will be a concrete building with a metal roof, anti-graffiti paint, handicapped accessible, and there will be a power room that will power the lights on the ball fields.

OLD BUSINESS:

None.

COMMISSIONER'S REPORT AND NEW BUSINESS:

PUBLIC PROPERTY, WATER & SEWER - TIMMONS:

Comm. Timmons presented an expenditure to Prairie State Water Systems, Inc. in the amount of \$43,654.41 for approval. This expenditure was as a result of the repair of well #3. An insurance claim has been made and no determination has been made yet.

A motion was made by Comm. Timmons and seconded by Comm. Higgins to approve the expenditure to Prairie State Water Systems, Inc. in the amount of \$43,654.41 for repair of well #3 to be taken out of Water.

Roll Call: Ayes: Olson, Callahan, Higgins, Lamb and Timmons

Nays: None

Comm. Timmons presented an expenditure to Kennedy Brothers Heating & Cooling in the amount of \$1,650.00 for installation of a hanging heater at the sewer plant. This expenditure was presented to the Council because of a price increase due to upgrading to a 480V system.

A motion was made by Comm. Timmons and seconded by Comm. Lamb to approve the expenditure to Kennedy Brothers Heating & Cooling in the amount of \$1,650.00 for installation of a hanging heater at sewer plant to be taken out of Sewer.

Roll Call: Ayes: Olson, Callahan, Higgins, Lamb and Timmons

Nays: None

Comm. Timmons presented an expenditure to Service Industrial Supply in the amount of \$1,641.80 for additional hoses and gaskets needed for the pump on an emergency basis due to the flooding.

A motion was made by Comm. Timmons and seconded by Comm. Higgins to approve an expenditure to Service Industrial Supply in the amount of \$1,641.80 for suction hose, discharge hoses and gaskets for 6" pump to be taken out of Sewer.

Roll Call: Ayes: Olson, Callahan, Higgins, Lamb and Timmons

Nays: None

ACCOUNTS AND FINANCE - CALLAHAN:

Comm. Callahan presented Resolution No. 561, A Resolution Adopting a Grant Policy for the Village of Seneca, for approval. This is recommended by the state's new Grant Accountability and Transparency Act. Nancy Gross has been in charge of the Village's grant funding and has done a great job with the proper administration and accounting of grants the Village receives. The purpose of this policy is to ensure we have proper oversight of all funds received by way of grants by the Village. This will minimize the Village's non-compliance with grant requirements and will also ensure proper administration and accounting of our grant funds.

A motion was made by Comm. Callahan and seconded by Comm. Lamb to approve the adoption of Resolution No. 561, A Resolution Adopting a Grant Policy for the Village of Seneca.

Roll Call: Ayes: Olson, Callahan, Higgins, Lamb and Timmons

Nays: None

Comm. Callahan presented Resolution No. 562, A Resolution Adopting a Whistleblower Policy for the Village of Seneca, for approval. This policy aims to provide an avenue for employees or vendors to raise concerns, with reassurance that there will be protection from retaliation or victimization. This is protection for the person reporting to remain anonymous.

A motion was made by Comm. Callahan and seconded by Comm. Timmons to approve the adoption of Resolution No. 562, A Resolution Adopting a Whistleblower Policy for the Village of Seneca.

Roll Call: Ayes: Olson, Callahan, Higgins, Lamb and Timmons

Nays: None

Comm. Callahan presented for approval Resolution No. 563, A Resolution Adopting Fraud Prevention and Detection Policy and Procedures for the Village of Seneca. This resolution sets into motion a policy that if any form of fraud happens these are the steps we are going to take. This creates awareness for all Village employees that there is a way by which such activities can be reported and investigated.

A motion was made by Comm. Callahan and seconded by Comm. Higgins to approve the adoption of Resolution No. 563, A Resolution Adopting Fraud Prevention and Detection Policy and Procedures for the Village of Seneca.

Roll Call: Ayes: Olson, Callahan, Higgins, Lamb and Timmons

Nays: None

Comm. Callahan presented for discussion the 2019-2020 appropriation ordinance and advised this has to be done within 90 days of our year-end, which is March 31. We have adjusted for what we predict could happen this year. We do this to ensure that if we were to benefit from a windfall of monies we can actually spend it. A public hearing will be held on June 18 and will be approved at that time.

Comm. Callahan presented for approval an expenditure to First Midwest Bank/Visa in the amount of \$2,963.49. A portion of this expense was for the grant writing class that Natalie Wiza and Nancy Gross attended.

A motion was made by Comm. Callahan and seconded by Comm. Higgins to approve the expenditure to First Midwest Bank/Visa in the amount of \$2,963.49 to be taken out of the following:

- \$1,229.18 out of ESDA;
- \$990.01 out of Accounts & Finance;
- \$467.68 out of Micro Food Pantry;

- \$59.95 out of Public Affairs;
- \$216.67 out of Public Health & Safety

Roll Call: Ayes: Olson, Callahan, Higgins, Lamb and Timmons

Nays: None

STREETS - LAMB:

Comm. Lamb announced that the FFA will be picking up from the disabled and senior citizens for clean-up days on June 7 and 8, 2019. Anyone wishing to be on the list should contact Village Hall by 4:00 p.m. on June 6. Pick-ups will be done on June 7.

PUBLIC HEALTH AND SAFETY - HIGGINS:

Comm. Higgins presented for approval an application for amusement device license for Jay Maadi, Inc. d/b/a Clark Station. They do have the required liquor license and this was expected.

A motion was made by Comm. Higgins and seconded by Comm. Callahan to approve the Application for Amusement Device License for Jay Maadi, Inc. d/b/a Clark Station.

Roll Call: Ayes: Olson, Callahan, Higgins, Lamb and Timmons

Nays: None

PUBLIC AFFAIRS - OLSON:

Mayor Olson presented for discussion an Ordinance Concerning Procedures for Public Discussion at Public Meetings. Currently the Village has no time limit for public comment and this would implement a five minute time limit under the new ordinance. The ordinance will be adopted at the June 4, 2019 council meeting.

Mayor Olson presented for approval a donation to the University of Illinois Extension for 4-H Educational programs. This donation has been made in the past and it supports a good program.

A motion was made by Comm. Timmons and seconded by Comm. Lamb to approve the donation to the University of Illinois Extension for 4-H Educational Programs in the amount of \$300.00 to be taken equally out of Public Property, Accounts & Finance, Streets, Public Health & Safety, and Public Affairs.

Roll Call: Ayes: Olson, Callahan, Higgins, Lamb and Timmons

Nays: None

Mayor Olson presented the 2019 zoning map for approval. Tom Justice, Chairman of the Plan Commission, advised that the majority of changes were residential. Engineer Casey McCollom advised that most changes were in the naming of the districts. The 2019 zoning map was unanimously approved by the Plan Commission at its May 8, 2019 meeting.

A motion was made by Comm. Timmons and seconded by Comm. Callahan to approve the Mayor signing the 2019 zoning map.

Roll Call: Ayes: Olson, Callahan, Higgins, Lamb and Timmons

Nays: None

Mayor Olson advised the Council that he and Nancy Gross have met with several IT providers and are meeting with another one at the end of the week. He is hopeful that we will be able to make a decision soon.

Mayor Olson made an announcement regarding Village Garage Sales on June 1, 2019.

Mayor Olson presented for discussion and approval donations to Seneca Shipyard Festival and Seneca Cruise Night. In 2018, the donation to the Seneca Shipyard Festival was in the amount of \$3,000.00 and Mayor Olson suggested the same amount be donated this year. In 2018, a donation in the amount of \$2,000.00 was made to the Seneca Cruise Night. This donation covers scholarships given to Seneca High School students. Three scholarships were awarded this past year, rather than the usual one.

A motion was made by Comm. Callahan and seconded by Comm. Higgins to approve a donation to Seneca Shipyard Festival in the amount of \$3,000.00 to be taken out of Video Gaming.

Roll Call: Ayes: Olson, Callahan, Higgins, Lamb and Timmons

Nays: None

A motion was made by Comm. Timmons and seconded by Comm. Higgins to approve a donation to Seneca Cruise Night in the amount of \$2,000.00 to be taken out of Video Gaming.

Roll Call: Ayes: Olson, Callahan, Higgins, Lamb and Timmons

Nays: None

PUBLIC COMMENT:

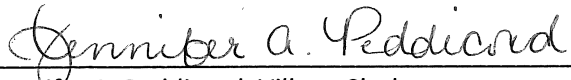
None.

A motion was made by Comm. Lamb and seconded by Comm. Callahan to adjourn the council meeting.

Roll Call: Ayes: Olson, Callahan, Higgins, Lamb and Timmons

Nays: None

The meeting was adjourned at 7:32 p.m.



Jennifer A. Peddicord, Village Clerk