

Village of Rapids City

March 17th, 2020 - Committee of the Whole Meeting Minutes

Rapids City

Committee of the Whole Meeting to discuss:

- Budget Planning – Rough draft of budget for 2020/2021 FY.
- Reallocation of funds for 2019/2020 FY
- Amendments to the Administration Ordinance

President Mire called the meeting of the Committee of the Whole to order at 6:30pm.

Pledge of Allegiance

Roll Call: Fiems, Fowler, Rankin, Robertson, Mire, Clark, Schneider

Absent: None.

Others Present: Treasurer Barber, Clerk Housenga, Public Work and Water Superintendent Bump

President Mire opened this Committee of the Whole Meeting by announcing all meetings will be held in the Community Center until the crisis has passed. Further Mire noted the Governor of Illinois has suspended the Open Meetings requirement of physical presents at a meeting allowing teleconference. Clerk Housenga will investigate options for electronic conferencing. Mire noted enforcement of the closure of restaurants and bars will be conducted by the Police Department. Clerk Housenga has spoken with each restaurant and bar owner with in the Village and is not foreseeing any issues with compliance. Mire noted we will move forward with this budget year as planned but cautioned all projects may not be completed due to revenue from sales taxes and the ramifications of the COVID-19 virus.

Budgeted special projects not completed in the current fiscal year were reviewed and noted for carry over into next fiscal year.

14th Street Culvert project is expected to be completed this fiscal year. Bump explained issues may have been identified after potholing was completed today by Needham Construction. A gas line is in the way and needs to be relocated. Bump stated he has a concern of the water main in the construction zone being broken during the process of replacing the culvert. Bump elaborated if the water main were to be damaged all residents from 17th Street to 12th Street would be affected by water being shut off until repairs can be made. Bump further stated currently residents cannot purchase water from a store due to the virus scares and after water is turned on a boil order will be required. Mire noted this was a know concern during the engineering faze of the project and this is why modifications were made to the plans. Bump reiterated the water main still needs to be located and digging will be conducted and a broken line could be a possibility.

A set of budget worksheets were presented to each Board Member with current expenses to date. Each line item was reviewed to verify proper budgeting. Modifications were made to line items as needed for the next fiscal year.

When budgeting for police protection a 2% increase was added to the current rate for the upcoming year. Mire will talk with Hampton President Vershaw about renewing the police protection contract with hopes of a very little increase.

Mire then addressed the matter of reallocating funds. Schneider motioned to approve to move funds in General – Administration is to move \$1,000.00 to be moved from 5125 to 5140; Water fund is to move \$3,000.00 from 5167 to 5132, \$10,000.00 from 5167 to 5125, \$100.00 from 5167 to 5142 and \$2,000.00 from 5167 to 5162; Sewer fund is to move \$4,500.00 from 5125 to 5122, \$2,500.00 from 5162 to 5122, \$14,000.00 from 5167 to 5127 and \$300.00 from 5160 to 5157. Robertson seconded. All members of the Board voted yes. Motion carries.

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Two drafted ordinance amendments were presented to each Board Member for consideration. The first proposed ordinance amended Title I, Chapter 3, Article 1 Rules of Order, amending Section 7. Quorum/Compelling Members to Attend of the Administration Ordinance. The proposed amendment to the ordinance stated: 7.1 Policy Statement. It is the policy of the Village of Rapids City, Illinois, that a member of the Village Board, which is subject to the provisions of the Open Meetings Act, 5 ILS 120/1, et seq., may attend and participate in any open or closed meeting of the Village Board from a remote location via telephone, video, or internet connection, provided that such attendance and participation is in compliance with this policy and any other applicable laws. 7.2 Prerequisites. Any member of the Village Board shall be provided the opportunity to attend an open or closed meeting via electronic means from a remote location if a quorum is physically present at the meeting site, the quorum votes to approve the attendance by electronic means, and the requesting member meets the following conditions: a.) The member must notify the Village Clerk at least forty-eight (48) hours prior to the scheduled meeting, unless such notice is impractical, so that necessary communications equipment can be arranged. Inability to make the necessary technical arrangements will result in denial of a request for electronic attendance. b.) The member must assert one (1) of the three (3) following reasons why he or she is unable to physically attend the meeting: 1.) due to personal illness or disability; 2.) due to employment purposes or other Village business; 3.) due to a family emergency or other emergency. 7.3 Quorum and Vote Required. Providing the above prerequisites have been met and following roll call to establish that a quorum is physically present at the meeting site a motion shall be made and considered as to whether to allow the member to remotely attend the meeting via electronic means. A vote may be taken to permit participation for a stated series of meetings if the same reason applies to each case and proper notice has been provided to the Village Clerk. Otherwise, a vote must be taken to allow each remote participation via electronic means. The motion must be approved by a vote of a majority of the Village Board. 7.4 Adequate Equipment Required. Any member participating electronically and other members of the Village Board must be able to communicate effectively, and members of the audience must be able to hear all communications at the meeting site. Before allowing remote attendance via electronic means at any meeting, the Village Board must be satisfied that adequate remote access is available to satisfy these requirements. 7.5 Meeting Minutes. Any member attending remotely via electronic means shall be counted as present for the meeting. The meeting minutes shall reflect and state specifically whether each member is physically present, absent or present by electronic means and shall state the approved reason necessitating attendance via electronic means. 7.6 Rights of Remote Member. Any member permitting to participate remotely via electronic means shall be permitted to express his or her comments during the meeting and participate in the same capacity as those members physically present, subject to all general meeting guidelines and procedures previously adopted and adhered to. The remote member shall be heard, considered, and counted as to any vote taken. Accordingly, the name of any remote member shall be called during any vote taken and his or her vote counted and recorded by the Village Clerk and placed in the meeting minutes. A member participating remotely via electronic means may leave a meeting and return as in the case of any member, provided the member attending via electronic means shall announce his or her leaving and returning to the quorum present. 7.7 Costs. Any member participating remotely via telephone shall be reimbursed for the cost of the telephone call upon a valid receipt shown. Any other costs associated with attendance and participation via electronic means, including video conferencing and other audio and video equipment must be approved by Village Board prior to incurring such costs.

Rankin motioned to approve the presented amendment to Title I, Chapter 3, Article 1 Rules of Order, amending Section 7. Quorum/Compelling Members to Attend of the Administration Ordinance. Fiems seconded. All members of the Board voted yes. Motion carries.

The second ordinance presented amended Title I, Chapter 2, Article 1 Officers and Employees, amending Section 8. President of the Administration Ordinance. The proposed amendment to the ordinance stated: Section 8. PRESIDENT. 8.1 The President shall be elected for a term of four (4) years. 8.2 It shall be the duty of the President of the Board of Trustees to preside at all meetings of the Board, preserving order

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and decorum, call all special meetings by their, or by order of any three Trustees, appoint all committees, sign all orders on the Treasurer, passed by the Board, and such other duties as are described by the laws of Illinois, or the ordinances of this Village. The president shall not vote upon any subject or question before the Board for consideration; unless there be a tie, when they shall give the casting vote. 8.3 POWERS OF PRESIDENT IN EMERGENCIES A.) Authority To Declare Emergency, Exercise Powers: The president of the village is hereby granted authority to declare a state of emergency and to exercise emergency powers as herein provided. (Ord. 83-35, § 1, 8-22-1983) B.) What Constitutes State Of Emergency: A state of emergency shall exist when there is an imminent threat to the safety of the citizens of Rapids City; when harm may come to the lives, rights and property of its residents if immediate action is not taken and when there exists or may be forthcoming a significant breach of the public peace. (Ord. 83-35, § 2, 8-22-1983) C.) Statement Describing Emergency: In order to declare a state of emergency, the president shall sign, under oath, a statement describing the nature of the emergency, setting forth the facts to substantiate the finding that a state of emergency exists and declaring that the standards of section 8.3-B. of this article have been met. (Ord. 83-35, § 3, 8-22-1983) D.) Powers Described: After declaring a state of emergency, the president may take such steps as are necessary to protect the public safety, maintain peace and order and protect the lives, property and rights of the citizens of Rapids City. (Ord. 83-35, § 5, 8-22-1983) E.) Duration Of Emergency: A state of emergency, as declared herein, shall expire upon declaration by the president, but not later than the adjournment of the first regular or special meeting of the village board after the state of emergency is declared. (Ord. 83-35, § 4, 8-22-1983) F.) Penalty: Any person violating the provisions of this article or the restrictions of any order of the president made under the provisions of this article shall be subject to a fine of not less than twenty five dollars (\$25.00) or more than five hundred dollars (\$500.00). (Ord. 83-35, § 8, 8-22-1983) Fowler motioned to approve the presented amendment to Title I, Chapter 2, Article 1 Officers and Employees, amending Section 8. President of the Administration Ordinance. Fiems seconded. Fiems, Clark, Roberson, Fowler, Rankin voted yes. Schnieder voted no. Motion carries.

Having no further business to conduct at this time, Fiems motioned to adjourn this Committee of the Whole Meeting, Clark seconded. The motion passed, President Mire adjourned by consensus of the Board at 7:41pm.

Clerk