

**October 12, 2022**  
**Village of White City**  
**Regular Monthly Board Meeting Minutes**

**Call to Order: 7:00 pm October 12, 2022.** Meeting was called to order by Village President Brenda Subick.

**Pledge of Allegiance:** Led by Village President Brenda Subick.

**Roll Call:** Brenda Subick present; Scott VanLoo present, Karen Clarke present, Jim Cozart present, Kevin Shaw absent, Donna Heinke present, Beth Greer absent, Shon Calvert absent.

**Public Comments:** None

**Guests:** Kevin Tepen, C.J. Schlosser & Company, CPA. Kevin presented the 2022 Financial Audit for the Village of White City. He reviewed with the Board and there were no issues. Motion was made by Scott VanLoo to accept the 2022 Financial Audit for the Village of White City, with 2<sup>nd</sup> made by Karen Clarke. Roll Call: Karen Clarke (yes), Scott VanLoo (yes) Jim Cozart (yes), Brenda Subick (yes), Kevin Shaw (absent), Shon Calvert (absent). Motion approved. Village President Brenda Subick signed off on the Representation Letter on behalf of the Village of White City and original was given to Kevin Tepen.

Village Trustee Karen Clarke attended the IML conference held in Chicago, IL September 15-17, 2022. Karen said there were close to 2000 participants at the Conference. She attended breakout sessions and made several contacts. Overall Karen was very impressed with the Conference and was glad she was able to represent the Village of White City.

**Approval of September 14, 2022, Board Meeting Minutes**

Accept Minutes/Roll Call: Motion to accept made by Jim Cozart with 2<sup>nd</sup> by Scott VanLoo. Roll Call: Brenda Subick (yes) Scott VanLoo (yes), Karen Clarke (yes), Jim Cozart (yes), Kevin Shaw (absent) Shon Calvert (absent). Motion approved.

**Committee Reports:**

- **Sewer** – Alarm went off at Sewer Pump Station No. 4. The Pump Shop was able to make the repairs.
- **Water** –
- **Finance** – The Village received notice from the IRS that the 3<sup>rd</sup> Quarter 941 Employer Tax Payment for 2015 was not received. Deputy Clerk Donna Heinke researched and found that this was not filed for 3<sup>rd</sup> Quarter of 2015. The appropriate paperwork was completed, and payment was issued to the IRS.
- The IML/RMA Insurance Coverage for 2023 for the Village of White City was paid in full on October 12, 2022, in the amount of \$8,261.07. This will be split between the 3 accounts (General Fund; Sewer O&M Fund; and Water O&M Fund). In the past this was paid in two installments. It was agreed to pay in full to avoid the additional fees.
- **Police/Ordinance** -
- **Streets** –

- **Building/Grounds/Utilities** – Trustee Karen Clarke announced that she submitted a Grant with the Department of Natural Resources on September 30, 2022. If the Village of White City is approved for the Grant it will be used to update the Playground area and Pavilion for the Village.

### **Treasurer's Report**

- **Approval of bills** – Reviewed Bills (October 2022). Karen Clarke made a Motion to Approve October 2022 bills with 2<sup>nd</sup> by Scott VanLoo. Roll Call: Brenda Subick (yes) Scott VanLoo (yes), Karen Clarke (yes), Jim Cozart (yes), Kevin Shaw (absent) Shon Calvert (absent). Motion approved.
- **Approval of Balance Sheet** –Reviewed Village of White City Balance Sheet ending as of September 30, 2022. Motion to approve made by Scott VanLoo with 2<sup>nd</sup> by Jim Cozart. Roll Call: Brenda Subick (yes) Scott VanLoo (yes), Karen Clarke (yes), Jim Cozart (yes), Kevin Shaw (absent), Shon Calvert (absent). Motion approved.

### **Old Business: None.**

### **Closed Session to discuss Personnel/Litigations/Appointments –**

- Brenda Subick asked for motion to go into closed session to discuss personnel/appointments: Motion made by Karen Clarke with 2<sup>nd</sup> from Jim Cozart. Roll Call: Brenda Subick (yes), Karen Clarke (yes), Jim Cozart (yes), Scott VanLoo (yes), Kevin Shaw (absent), Shon Calvert (absent). Village Board went into closed session at 7:25 pm
- Village Board returned to regular order of business at 7:30 pm. Motion to return to regular order of business made by Scott VanLoo with 2<sup>nd</sup> from Karen Clarke. Roll Call: Brenda Subick (yes), Karen Clarke (yes), Jim Cozart (yes), Scott VanLoo (yes), Kevin Shaw (absent), Shon Calvert (absent).

### **New Business:**

- Review/approval of Memorandum to Village of White City Residents regarding upcoming Consolidated Election. Motion to approve made by Karen Clarke with 2<sup>nd</sup> by Scott VanLoo. Roll Call: Brenda Subick (yes) Scott VanLoo (yes), Karen Clarke (yes), Jim Cozart (yes), Kevin Shaw (absent), Shon Calvert (absent). Motion approved. Memorandum will be mailed out to the Village of White City Residents on October 17, 2022.
- Review/approval of Resolution #425 – Village Deputy Clerk Appointment March 2020 – April 2023 for the Village of White City. Motion to Approve Resolution #425 made by Jim Cozart with 2<sup>nd</sup> by Scott VanLoo. Roll Call: Brenda Subick (yes) Scott VanLoo (yes), Karen Clarke (yes), Jim Cozart (yes), Kevin Shaw (absent), Shon Calvert (absent). Motion approved.
- Review/approval of Resolution #426 – Approving Reimbursement of Funds from the Illinois American Rescue Plan Act (ARPA) to the General Savings Account for the Village of White City. Motion to Approve Resolution #426 made by Karen Clarke with 2<sup>nd</sup> by Scott VanLoo. Roll Call: Brenda Subick (yes) Scott VanLoo (yes), Karen Clarke (yes), Jim Cozart (yes), Kevin Shaw (absent), Shon Calvert (absent). Motion approved.

- Discuss/approve Acting Village President. Brenda Subick announced her resignation as Acting Village President effective October 13, 2022, returning to her Village Trustee position. Karen Clarke was appointed as Acting Village President effective October 13, 2022. Motion to approve Karen Clarke as Acting Village President was made by Scott VanLoo with 2<sup>nd</sup> by Jim Cozart. Roll Call: Brenda Subick (yes) Scott VanLoo (yes), Karen Clarke (yes), Jim Cozart (yes), Kevin Shaw (absent), Shon Calvert (absent). Motion approved. Village Deputy Clerk sworn in Brenda Subick to her returning Village Trustee position and sworn in Karen Clarke as Acting Village President both effective October 13, 2022.

Adjournment: October 12, 2022

7:45 pm

Motion to Adjourn Made by Jim Cozart with 2<sup>nd</sup> from Scott VanLoo

All Ayes

Motion Made to approve October 12, 2022, Minutes by Kevin Shaw - 2<sup>nd</sup> by Scott VanLoo

Minutes Approved – November 16, 2022

Roll Call:

Karen Clarke –	Yes
Brenda Subick –	Yes
Jim Cozart -	Yes
Kevin Shaw -	Yes
Scott VanLoo –	Yes
Shon Calvert -	Absent