

**REGULAR MEETING  
OF THE PRESIDENT AND THE BOARD OF TRUSTEES  
OF THE VILLAGE OF WAYNE  
November 21, 2023**

**I. PLEDGE OF ALLEGIANCE**

President Phipps asked all to rise and recite the Pledge of Allegiance.

**II. CALL TO ORDER**

President Phipps called the meeting to order at 7:30 pm.

**Roll Call:**

**Present in Village Hall: President Eileen Phipps, Trustees Guy Bevente, Pete Connolly, Mike Dimitroff, Emily Miller – Five (5)**

**Absent: Trustees Figurski and Hull – Two (2)**

**Present via webinar: Village Attorney Pete Wilson  
Treasurer Howard Levine  
Seldon Fox Representative Gabe Sumner**

**Also Present in Village Hall: Chief Tim Roberts  
Village Clerk Patricia Engstrom  
Village Public Works Tommy King  
Resident Nancy Villwock 34W250 White Thorn Road  
Six members of the Public attended by Webinar**

President Phipps took the agenda out of order by asking the Seldon Fox representative to speak regarding the Annual Audit. Treasurer Levine introduced Gabe Sumner who provided a brief overview: 1) The Annual Audit for the Year Ended April 30, 2023 once again received an unqualified audit opinion. This is the best possible outcome, it represents a clean audit, statements are the same year after year. 2) Communication with Those Charged with Governance dated October 24, 2023. The auditors encountered no significant difficulties in dealing with management in performing and completing the audit and they encountered no disagreements. There is nothing abnormal for a Village the size of Wayne. 3) Management Letter dated October 24, 2023 in which Seldon Fox reviews the Village's system of internal controls and identifies areas where there are deficiencies. The three deficiencies are identified the same as prior years: a) The involvement of Seldon Fox in preparation of the Financial Statements; b) Converting the general ledger from a modified cash basis to accrual; c) Create a log for opened mail and maintain a record of police fines receivable. Treasurer Levine thanked Mr. Sumner for attending the meeting and his explanation of the audit.

**III. PUBLIC COMMENT - (please limit your comments to three minutes)**

*The Public Comment section is intended to give the public an opportunity to present a comment or opinion to the Board of Trustees. It is not intended to be a time for questions and answers or debate on political issues. Discussion between speakers and other members of the audience will not be permitted. For questions please email members of the Board directly and a Board member or staff will respond directly. Public Comment should be limited to this portion of the agenda and*

*the public should not interrupt the Board during the remainder of the meeting. Should a member of the public become disruptive or interrupt another speaker they will be warned once, and if the disruption continues, removed from the meeting.*

None.

#### **IV. REPORTS OF BOARDS, COMMISSIONS AND STAFF**

##### **A. PLAN COMMISSION**

No report.

##### **B. ZONING BOARD OF APPEALS**

No report.

##### **C. ENGINEERING**

No report.

##### **D. PARK COMMISSION**

Trustee Miller reported the application process for Tree City USA has changed, requesting accumulated hours of tree work and education. If anyone has hours or information to add, contact her. On a separate matter, the Community Association is hosting the annual Tree Lighting Ceremony December 2 at the Depot. Gathering will commence at 4:30 pm, the official lighting will be 5:00 pm. There is a sign-up sheet for donors and volunteers to contribute to the festive occasion.

#### **V. CONSENT AGENDA**

##### **A. Minutes November 7, 2023 – Open Session**

##### **B. Purchase Laptop/Tablet, TV Display, Mobile Stand, Wireless Display Extender – Not to Exceed \$2,500**

##### **C. Granite Communications (Elevator Emergency Phone) – Not to Exceed \$1,000**

Trustee Connolly made the motion to establish the Consent Agenda. Seconded by Trustee Dimitroff and passed by unanimous Voice Vote.

Trustee Dimitroff made the motion to approve the Consent Agenda. Seconded by Trustee Miller.

##### **Roll Call:**

**Ayes:** Trustees Bevente, Connolly, Dimitroff, Hull, Miller – Four (4)

**Nays:** None

**Absent:** Trustee Figurski, Hull – Two (2)

**Motion passed 4-0.**

#### **VI. ITEMS REMOVED FROM CONSENT AGENDA**

None.

#### **VII. ORDINANCES AND RESOLUTIONS**

None.

## **VIII. REPORTS OF OFFICERS AND ACTION ITEMS**

### **A. Clerk's Report – Patti Engstrom**

No report.

### **B. Treasurer's Report – Howard Levine**

#### **1. Presentation of Village of Wayne Audit for the Year Ended 4/30/2023**

Treasurer Levine asked the Board to accept the Annual Audit for 2023.

**Trustee Bevente made the motion to accept and place on file the Village of Wayne Audit for the Year Ended 4/30/2023. Seconded by Trustee Miller and passed by unanimous Voice Vote.**

### **C. President's Report – Eileen Phipps**

No report.

### **D. Village Attorney's Report – Pete Wilson**

Attorney Wilson said the Village closed on the building at 31W680 Army Trail Road for the Police Dept. He will provide the application for a Real Estate Tax Exemption at the next meeting. On a separate matter, the Paid Leave Act for All Employees will be on the next agenda.

## **IX. APPOINTMENTS – VILLAGE COMMISSIONS AND COMMITTEES**

None.

## **X. REPORTS OF TRUSTEES AND ACTION ITEMS**

### **A. Public Safety – Pete Connolly**

Trustee Connolly thanked Chief Roberts for all his work on the new building.

Chief Roberts reported the following: 1) Administrative staff will be off Thursday. Officers will be on duty. Wednesday and Friday of the Thanksgiving holiday are typically busy days for the Department. 2) There has been an increase in traffic with Munger Road closed north of Army Trail until the end of the year. 3) Office Odoi has done a fabulous job working with the 1<sup>st</sup> and 3<sup>rd</sup> grade classes at Wayne Elementary School. 4) The Dept. has borrowed a light tower for the Tree Lighting Ceremony.

### **B. Public Works – Mike Dimitroff**

Trustee Dimitroff reported that the beaver dam located on Village property west of Honey Hill Road has been removed. The dam was obstructing the flow of Norton Creek and adversely affecting the property. When construction was completed on Peterson Drive, Neri Bros. Construction graciously donated their time and equipment to remove the dam. Tommy King took a video of the removal.

Tommy King said work was completed on Peterson and Derby by Neri Bros Construction. All paving was done before winter. The citizens on both roads were very happy. Erosion control is in place and restoration will be completed in the spring.

**1. Purchase of Frost Mini Road Weather Information System–Not to Exceed \$2,500.00 Annual Lease**

Tommy King discussed the Weather Information System that forecasts GPS data reading of frost and snow detail to assist the part-time department, saving money on salt and labor. Lengthy discussion ensued. President Phipps says she has a gun that measures temperatures; perhaps the officer on duty or Community Service Officer can use it prior to calling out Public Works. All felt that was better use of funds.

**C. Finance – Pete Connolly**

Trustee Connolly reported the Village closed on the Police building. Trustee Connolly reminded the Board the building must be redesigned to efficiently house Admin and make ADA compliant. This building was purchased to keep the Police in Wayne and was purchased at a good price. Additional discussions will take place on the next steps to take. It will be automatically added to Village insurance for \$1mm coverage.

**D. Administration – Emily Miller**

No report.

**E. Development/Historic and Rural Preservation – Ed Hull**

No report.

**F. Building & Zoning – Gary Figurski**

No report.

**G. Parks – Emily Miller**

No report.

**H. Technology – Guy Bevente**

Trustee Bevente thanked everyone for responding to his form request. He will provide a baseline and working document. He is still waiting on a cost estimate from InfiPlex.

**XI. CLOSED SESSION**

None.

**XII. OLD BUSINESS**

None.

**XIII. NEW BUSINESS AND ACTION ITEMS**

None.

**XIV. ADJOURNMENT**

Trustee Dimitroff made the motion to adjourn. Seconded by Trustee Connolly and passed by unanimous Voice Vote. Meeting adjourned at 8:35 pm.

Respectfully submitted,

/pe

Patricia Engstrom, Clerk

11.21.2023