The meeting was called to order at 6:45 p.m. by Chair T. Brinkmeier.

1.0 **Roll Call** – Present: Chair T. Brinkmeier, Trustees: M. Bennett, J. Chesney, S. Riemer, I. Thomson and Pres. D. Besson. Staff: Village Administrator S. Kulik. Audience (0).

2.0 **PUBLIC COMMENT** – none,

3.0 **AGENDA ITEMS**

3.1 **Minutes January 5, 2026** – no changes, placed on file.

3.2 **Library Parking Lot bid results** – S. Kulik reported on results.
Motion (Brinkmeier, Besson) to forward to the Village Board for approval. S. Riemer inquired if it was a requirement to have outside engineers design a parking lot and whether our DPW Director couldn't handle this. S. Kulik commented that public construction greater than $25,000 requires a bid proposal process and we needed the design to go to bid and someone to write the technical manual. The DPW Director is not an engineer who is certified. Further, we do get a warranty on the project for defects that would be likely lost if we did present a design that was not certified. Motion passes unanimously.

3.3 **July 4th Contract approval proposal** – S. Kulik presented the potential to change the ordinance to remove the contract approval section.
Motion (Besson, Brinkmeier) to forward to the Village Board for approval. M. Bennett inquired what would happen if the Board did not want a certain parade participant or contract awarded based upon some criteria. S. Kulik commented that the criteria should not just be some political stance as there is free speech protection. I. Thomson commented that there are some participants who don't request payment to participate and some that do. It is difficult to chase down the parade participants, and it is frequently last minute and changing this to allow the Administrator to approve them and still be compliant with the Village's policies related to spending limits would greatly improve the process. Motion passes unanimously.

3.4 **Copier replacements: Police & Admin** – S. Kulik presented the proposal. M. Bennett asked why the Police copier was being funded by the interest earnings reserves as presented. S. Kulik commented that the Police Equipment Replacement Fund is needed for squad car replacements. Had this proposal been known at the time the 2026 budget was being developed, she would still have recommended this use of funds for the purchase. The issue became a security risk on the old copiers which are 10 and 8 years old that no longer have the ability to update the software in them and the risk of emailing from them to nearly every computer in the Village Hall and on the Police Department server.
Motion (Besson, Thomson) to forward to the Village Board for approval; motion passes unanimously.

3.5 **Patrol Truck Bed bid proposal** – S. Kulik presented the proposal and bids received. She reported that this was a budgetary item at $24,000 and the low bidder was just over $22,000 and staff is recommending approval.
Motion (Besson, Bennett) to forward to the Village Board for approval; motion passes unanimously.

3.6 **Purchasing policy review** – S. Kulik presented the item which had been carried over from the January COW. S. Riemer inquired what the difference was between the over $10,000 to $25,000 and over $25,000 in total. S. Kulik reported that under the proposed revisions, the new administrator would need to bring all PO's over $10,000 to the Village Board with quotes up to $25,000. Over $25,000 would require sealed bids or state vendor net purchases and the Board passes those through resolution.
Motion (Brinkmeier, Riemer) to forward to the Village Board for approval; motion passes unanimously.

3.7 **4th Quarter 2025 Financial Statement –** S. Kulik reported.

3.8 **Village 75th Anniversary Planning** – D. Besson presented the topic for discussion. He recommended that the Awards and Recognition Committee begin the process and present at the next Committee of the Whole a concept plan. I. Thomson stated that perhaps they can tie certain buildings as open house events and sponsored by various organizations in the Village. M. Bennett commented that she did not think the Awards committee was the proper avenue for planning this as that is not what they are charged with doing. D. Besson commented that it has to start somewhere and that the Awards members can come up with a plan to move forward. T. Brinkmeier commented that as a member of the Awards committee he and S. Riemer can convene quickly and bring something back at the next BOT. But if fund raising is the goal, they need to act now. Consensus to have the Awards & Recognition Committee convene and discuss a plan with the intent to return to the BOT in February.

3.9 **Board Photos** – D. Besson commented that we need get photos with M. Eternicka and S. Riemer in them. M. Bennett stated that they should try to do a better arrangement of trustees in the photos, the recent photos, with two rows, the first row, the trustees are too large in comparison to those seated at the dais. The older photos seem to have a lot of ceiling and carpet in them as opposed to the members themselves. Discussion to move to vacancy and get that position filled before moving forward.

3.10 **Trustee Vacancy** – S. Kulik provided the sample from the last vacancy was included in the packet. She did not recommend the newspaper advertising route they had taken historically but the content could be the same. She recommended putting the notice on the Village website and Facebook pages which would end up on the Community Page and likely next door as community members grab it and repost it. Consensus to put out notice as presented with a deadline for application of April 8, 2026 and interviews at the April 13, 2026 COW.

4.0 ADJOURNMENT – Motion (Brinkmeier, Besson) to adjourn at 7:55 p.m.; motion passes unanimously.

Submitted,

Sandra M. Kulik, Administrator