

**MINUTES
CITY OF ST. CHARLES
GOVERNMENT OPERATIONS COMMITTEE
ALD. RON SILKAITIS, CHAIR
MONDAY, AUGUST 16, 2021**

1. Call to Order

The meeting was called to order by Chairman Silkaitis at 7:16 pm.

2. Roll Call

Present: Ald. Balla, Ald. Payleitner, Ald. Bongard, Ald. Bancroft, Ald. Lencioni, Ald. Pietryla,
Ald. Wirball, Ald. Bessner, Ald. Weber

Absent: None

3. Administrative

- a. Fuel Tax Receipts June, 2021 – Information Only
No questions or comments offered.
- b. Video Gaming Statistics, July, 2021 – Information Only
No questions or comments offered.

4. Omnibus Vote

Items with an asterisk (*) are considered to be routine matters and will be enacted by one motion. There will be no separate discussion on these items unless a council member/citizen so requests, in which event the item will be removed from the consent agenda and considered in normal sequence on the agenda.

Motion by Ald. Wirball, second by Ald. Weber to approve the omnibus vote.

Voice Vote: Ayes: Ald. Payleitner, Ald. Bongard, Ald. Bancroft, Ald. Pietryla, Ald. Lencioni, Ald. Wirball, Ald. Bessner, Ald. Weber; Nays: None. Chairman Silkaitis did not vote as Chairman.

Motion Carried

5. Fire Department

- a. Recommendation to Approve Closing Parking Lot J and the 100 Block of Riverside Drive from 7 a.m. to 4 p.m. for Fire Department Open House Events.

Chief Swanson informed the Committee that the Fire Department wishes to resume their annual Open House event for the community, showing fire safety, life safety and other services the Fire Department provides. The lot will be cleaned up and ready for normal evening activity.

Motion by Ald. Bancroft, second by Ald. Payleitner to approve Closing Parking Lot J and the 100 Block of Riverside Drive from 7 a.m. to 4 p.m. for Fire Department Open House Events on Saturday, October 16, 2021.

Voice Vote: Ayes: Ald. Payleitner, Ald. Bongard, Ald. Bancroft, Ald. Pietryla , Ald. Lencioni, Ald. Wirball, Ald. Bessner, Ald. Weber; Nays: None. Chairman Silkaitis did not vote as Chairman. Motion Carried

Ald. Lencioni recused himself from items 6a, 6b, 6c, 6d, 6e and stepped down from the dais.

6. Police Department

- a. Recommendation to approve a Proposal for a Class D-10 Liquor License for Moonlight Theatre, Located at 7 S. Second Avenue, St. Charles.

This is a new D10 liquor classification recently passed by City Council. Alcohol service at Moonlight Theatre will be from a snack bar or service bar. The facility holds 220 patrons and they plan to offer professional theater, musical acts, live comedy, and children’s workshops. Nancy and Joe Manella appeared earlier this evening at the Liquor Control Commission meeting where this application advanced with a 3-0 recommendation due to one commissioner being absent. There were no questions or concerns from the Committee.

Motion by Ald. Payleitner, second by Ald. Pietryla to recommend the approval of a Class D-10 Liquor License for Moonlight Theatre, Located at 7 S. Second Avenue, St. Charles.

Roll Call Vote: Ayes: Ald. Balla, Ald. Payleitner, Ald. Bongard, Ald. Bancroft, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber; Recuse: Ald. Lencioni; Nays: None. Chairman Silkaitis did not vote as Chairman. **Motion Carried**

- b. Recommendation to approve a Proposal for a New Class E-2 Special Event Liquor License for Pollyanna Brewing Company for their Oktoberfest Event being held on October 10, 2021 from noon – 7:00 pm at 106 S Riverside Avenue in the South Parking Lot.

Chief Keegan shared that this item appeared earlier this evening at the Liquor Control Commission where this application advanced with a 3-0 recommendation. This event will take place during Scarecrow Festival weekend. Polka music and a German-themed food tent are planned. This is connected to agenda item 6f, street closure for Scarecrow Festival. Alcohol consumption will take place in an expanded dining area, extended further into the parking lot. Ryan Weidner from Pollyanna is in attendance and able to answer any questions. There were no questions or concerns from the Committee.

Motion by Ald. Bessner, second by Ald. Bongard to recommend the approval of a new Class E-2 Special Event Liquor License for Pollyanna Brewing Company for their

Octoberfest Event, being held on October 10, 2021 from noon – 7:00 pm at 106 S Riverside Avenue in the South Parking Lot.

Roll Call Vote: Ayes: Ald. Balla, Ald. Payleitner, Ald. Bongard, Ald. Bancroft, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber; Recuse: Ald. Lencioni; Nays: None. Chairman Silkaitis did not vote as Chairman. **Motion Carried**

- c. Recommendation to approve a Proposal for a new Class E-1 Temporary Liquor License for St. Patrick Catholic Church for their Beer Festival being held on September 18, 2021, 6:00 pm – 8:00 pm, in the parking lot at the 400 Block of State Street.

Chief Keegan shared that this item appeared earlier this evening at the Liquor Control Commission where this application advanced with a 3-0 recommendation. Pollyanna and St. Patrick’s Church representatives are in attendance this evening. This event is planned for the church’s private lot north of the building. This parish yearly event has been moved from Crane Road to downtown St. Charles.

Motion by Ald. Payleitner, second by Ald. Pietryla to recommend the approval of a new Class E-1 Temporary Liquor License for St. Patrick Catholic Church for their Beer Festival being held on September 18, 2021, 6:00 pm – 8:00 pm, in the parking lot at the 400 Block of State Street.

Roll Call Vote: Ayes: Ald. Balla, Ald. Payleitner, Ald. Bongard, Ald. Bancroft, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber; Recuse: Ald. Lencioni; Nays: None. Chairman Silkaitis did not vote as Chairman. **Motion Carried**

- d. Recommendation to approve a Proposal for a New Class B-1 Liquor License and 1:00 am Late Night Permit for 222 Hospitality LLC, dba Whiskey Bend, Located at 222 W. Main Street, St Charles.

Chief Keegan shared that this item appeared earlier this evening at the Liquor Control Commission where this application advanced with a 3-0 recommendation. This is at the site of the former Pub 222 which has been vacant for quite some time. Colm Headley, one of the partners in this business, has 20 years’ experience in downtown St. Charles and is a former manager of McNally’s and the Beehive. Some concern arose during the background check regarding underage alcohol sales and after hours drinking involving another partner, several years ago, whose involvement in this business is financial only. Chief Keegan shared some history of the name, Whiskey Bend. Chief recommends approval of this application.

Motion by Ald. Payleitner, second by Ald. Weber to recommend the approval of a new Class B-1 Liquor License and 1:00 am Late Night Permit for 222 Hospitality LLC, dba Whiskey Bend, Located at 222 W. Main Street, St Charles.

Roll Call Vote: Ayes: Ald. Balla, Ald. Payleitner, Ald. Bongard, Ald. Bancroft, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber; Recuse: Ald. Lencioni; Nays: None. Chairman Silkaitis did not vote as Chairman. **Motion Carried**

- e. Recommendation to approve a Proposal for a New Class B-1 Liquor License and 1:00 am Late Night Permit for H&C Hospitality LLC dba The Office Dining & Spirits, Located at 201 E Main Street, St. Charles.

Chief Keegan shared that this item appeared earlier this evening at the Liquor Control Commission where this application advanced with a 3-0 recommendation. Chief noted that the name of the LLC changed from C&M Hospitality to H&C Hospitality and the paperwork does reflect the correct name. This reflects an asset sale of The Office, which is the same ownership group, same partners, and same business plan.

Motion by Ald. Weber, second by Ald. Balla to recommend the approval of a Class B-1 Liquor License and 1:00 am Late Night Permit for H&C Hospitality LLC dba The Office Dining & Spirits, Located at 201 E Main Street, St. Charles.

Roll Call Vote: Ayes: Ald. Balla, Ald. Payleitner, Ald. Bongard, Ald. Bancroft, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber; Recuse: Ald. Lencioni; Nays: None. Chairman Silkaitis did not vote as Chairman. **Motion Carried**

- f. Recommendation for Approval of the Partial Closure of Parking Lot “B” for the Annual Scarecrow Festival, as Well as the Temporary Closure of Riverside Ave. Between E. Main St. and Illinois Ave.

Chief Keegan explained that the annual Scarecrow event includes street closures and parking lot modifications and all details are included in the meeting packet.

Motion by Ald. Payleitner, second by Ald. Bessner to recommend the approval of the Partial Closure of Parking Lot “B” for the Annual Scarecrow Festival, as Well as the Temporary Closure of Riverside Ave. Between E. Main St. and Illinois Ave.

Voice Vote: Ayes: Ald. Balla, Ald. Payleitner, Ald. Bongard, Ald. Bancroft, Ald. Lencioni; Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber; Nays: None. Chairman Silkaitis did not vote as Chairman. **Motion Carried**

7. Human Resources Department

- a. Recommendation to accept a Proposal from and Authorize the City Administrator to Execute a Contract with GovHR to Conduct Recruitments for the Director of Community Development, the Director of Economic Development, and the Director of Finance in the Amount of \$65,500.

Human Resources Director Jenn McMahon described the proposal from GovHR for recruitment of three director positions. The City has used GovHR successfully in the past. This organization has a deep connection to the municipal world and are constantly developing candidates for municipal positions. The recruitment would start as soon as the City Council approves, in September. For the Economic Development Director position, a compensation study and internal equity review will be done to ensure the new position fits well into the current organization.

Motion by Ald. Payleitner, second by Ald. Bancroft to accept a Proposal from and Authorize the City Administrator to Execute a Contract with GovHR to Conduct Recruitments for the Director of Community Development, the Director of Economic Development, and the Director of Finance in the Amount of \$65,500.

Roll Call Vote: Ayes: Ald. Balla, Ald. Payleitner, Ald. Bongard, Ald. Bancroft, Ald. Lencioni; Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber; Nays: None. Chairman Silkaitis did not vote as Chairman. **Motion Carried**

- b. Recommendation to Approve an Ordinance Adopting a Whistleblower Protections Policy.

Human Resources Director Jenn McMahon explained that the Police Reform Act passed earlier this year requires every municipality to adopt a Whistleblower Protections Policy. This policy will be distributed to employees upon hire and also annually. It protects employees from retaliation if they report anyone for improper government activities. Employee training could be included with Harassment Training.

Motion by Ald. Lencioni, second by Ald. Payleitner to approve an Ordinance Adopting a Whistleblower Protections Policy.

Voice Vote: Ayes: Ald. Balla, Ald. Payleitner, Ald. Bongard, Ald. Bancroft, Ald. Lencioni; Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber; Nays: None. Chairman Silkaitis did not vote as Chairman. **Motion Carried**

8. Finance Department

- *a. Budget Revisions July, 2021.

Motion by Ald. Wirball, second by Ald. Weber to approve this omnibus item.

Voice Vote: Ayes: Ald. Payleitner, Ald. Bongard, Ald. Bancroft, Ald. Pietryla, Ald. Lencioni, Ald. Wirball, Ald. Bessner, Ald. Weber; Nays: None. Chairman Silkaitis did not vote as Chairman. **Motion Carried**

9. Additional Items from Mayor, Council, Staff, or Citizens.

None

10. Executive Session

- Personnel – 5 ILCS 120/2(c)(1)
- Pending Litigation – 5 ILCS 120/2(c)(11)
- Probable or Imminent Litigation – 5 ILCS 120/2(c)(11)
- Property Acquisition – 5 ILCS 120/2(c)(5)
- Collective Bargaining – 5 ILCS 120/2(c)(2)
- Review of Executive Session Minutes – 5 ILCS 120/2(c)(21)

11. Adjournment

Motion by Ald. Bessner, second by Ald. Balla to adjourn the meeting at 7:32 pm.

Voice Vote: Ayes: Ald. Payleitner, Ald. Bongard, Ald. Bancroft, Ald. Pietryla, Ald. Lencioni, Ald. Wirball, Ald. Bessner, Ald. Weber; Nays: None. Chairman Silkaitis did not vote as Chairman. **Motion Carried**

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ADA Compliance

Any individual with a disability requesting a reasonable accommodation in order to participate in a public meeting should contact the ADA Coordinator, Jennifer McMahon, at least 48 hours in advance of the scheduled meeting. The ADA Coordinator can be reached in person at 2 East Main Street, St. Charles, IL, via telephone at (630) 377 4446 or 800 526 0844 (TDD), or via e-mail at jmcmahon@stcharlesil.gov.

Every effort will be made to allow for meeting participation. Notices of this meeting were posted consistent with the requirements of 5 ILCS 120/1 et seq. (Open Meetings Act).