

**MEMORANDUM**

TO: Village President and Board of Trustees

FROM: Robert O. Barber, Village Administrator



DATE: Wednesday, October 18, 2023

RE: VILLAGE ADMINISTRATOR MATERIALS FOR VILLAGE BOARD MEETING

BOARD MEETING DATE: *Monday, October 23<sup>rd</sup>, 2023 at 7:00 p.m.*

**A G E N D A**

***I. PLEDGE TO THE FLAG***

***II. ROLL CALL***

***III. APPROVAL OF MINUTES OF THE PREVIOUS MEETINGS OF THE MONTH***

***IV. VILLAGE CLERK REPORT***

***V. RECOGNITION OF AUDIENCE***

***VI. REPORT OF THE VILLAGE PRESIDENT***

1. OATH OF OFFICE FOR CHAPLAINS OF THE BEECHER POLICE DEPARTMENT

2. UPDATE ON ELSIE'S PLACE

3. REQUEST FOR EXECUTIVE SESSION TO DISCUSS A CANDIDATE AND ALSO TERMS AND CONDITIONS FOR EMPLOYMENT FOR THE POSITION OF VILLAGE ADMINISTRATOR

***A. FINANCE AND ADMINISTRATION COMMITTEE – Todd Kraus Chair, Ben Juzeszyn***

1. CONSIDER A MOTION OF THE PAYMENT OF BILLS AND PAYROLL SINCE THE LAST MEETING

2. CONSIDER A MOTION OF ACCEPTANCE OF THE VILLAGE'S AUDIT FOR THE YEAR ENDING APRIL 30, 2023. Jennifer Doss will present the audit's findings and answer any

questions. The audit will be provided both electronically and a paper copy will be provided at the meeting.

3. **DISCUSSION ON TAX LEVY FOR 2023 COLLECTIBLE IN 2024.** We need to begin drafting a levy for next year and the Finance Chairman wants input from the Board on what they want to do for next year. The cost of living is still running slightly higher than 5% and the Social Security Administration established a 3.2% increase for 2024. We can levy an increase of up to the cost of living or 5% whichever is less. Each 1% of increase generates approximately \$6,700 in new revenue. Enclosed is last year's levy and also an historical perspective of past levies and rates. Staff has used an increase of 2% in its five year financial plans but this decision must be made by the Village Board. We have always pledged any increase to come from the police protection tax levy and these funds have to be used for the police department. With the cost of dispatching services experiencing a 27% increase (or \$24,000 next year) due to new technological standards, redundancy and regulatory compliance, any increase in the levy would be pledged to cover that cost increase. Action on this matter is at the discretion of the Board.

***B. PUBLIC BUILDINGS AND PROPERTIES, PARKS AND RECREATION  
COMMITTEE – Joe Gianotti Chair, Todd Kraus***

1. **DISCUSSION ON THE BIDS FOR THE NEW POLICE FACILITY.** Bids were opened on October 3<sup>rd</sup> and since then the architect has been meeting with the low bidders to try to reduce the cost of the bids by cutting some of the improvements in the building. Progress on this front will be presented by the architect at the meeting. We will then have a discussion on how to proceed and what the options are for completing a new building. It is not a fun process to take your ideal building and start chopping away at its contents. We have not yet touched square footage yet but we will see where we are. This has been a very tedious process. We have \$4 million in bonds and can only afford up to \$500,000 in General Funds but we still have to provide furnishings.

***C. PLANNING, BUILDING AND ZONING COMMITTEE – Erik Gardner Chair, Joe Tieri***

1. **PLANNING AND ZONING COMMISSION MEETING** is scheduled for Thursday, October 26<sup>th</sup> at 7pm. In addition to the hearing on the proposed tobacco store at 997 Dixie Highway, there will be a workshop on a cannabis craft grow facility at El Consuelo Ranch, on Church Road which does comply with our special use ordinance pertaining to the cannabis business.

2. **NEW ZONING ORDINANCE STEERING COMMITTEE** continues to meet and we have reviewed the first five chapters of the new code. The next meeting is scheduled for Thursday, November 9<sup>th</sup> at 3pm.

***D. PUBLIC SAFETY COMMITTEE – Joe Tieri Chair, Roger Stacey***

1. **CONSIDER AN ORDINANCE AMENDING THE POLICE COMMISSION TO INCLUDE THE APPOINTMENT AND TESTING OF CORPORALS.** The corporal position was not

referenced in the original code and since the Commission and the Chief wish to have the option of testing for corporal we need to add it to the ordinance. Please see the enclosed draft.

2. ADMINISTRATIVE ADJUDICATION UPDATE. Talks have resumed between Beecher and Peotone police departments about the feasibility of holding a joint adjudication process. The legality, logistics, cost and relative convenience to the residents are all factors that are being reviewed. The Chief will provide an update.

3. TRICK OR TREAT SAFETY REMINDERS. Tuesday, October 31<sup>st</sup> from 4-7 pm with free hot dogs provided by the Lions Club in Fireman's Park starting at 5pm.

4. CONSIDER AN ECONOMIC PACKAGE TO BE ATTACHED TO AN I.G.A. FOR THE SCHOOL DISTRICT FOR REIMBURSEMENT FOR THE S.R.O. PROGRAM. Staff has proposed a three year extension of the current agreement at actual costs for FY 24/25 and a 4% increase in FY 25/26 and FY 26/27. This will take us through the current police department CBA and into the first year of the new CBA but we will not know those numbers until well into 2026. This is a fair accounting of the costs of the program for each entity. If the Board concurs with the cost portion, we will share with the school district and begin setting up a more formal IGA extension. Please see the enclosed chart.

#### ***E. PUBLIC WORKS COMMITTEE – Roger Stacey Chair, Erik Gardner***

1. PENFIELD STP UPDATE. We are by no means finished with this project but the worst of the inconveniences may soon be coming to an end. We are on target for a November 3<sup>rd</sup> completion from the fire station west to the RR crossing. We will then close Penfield from Maxwell to the bridge to get that piece done prior to our tree lighting ceremony. We are on target.

2. INDIANA AVENUE RESURFACING/QUIET ZONE IMPLEMENTATION. The delineators should be installed and the quiet zone re-established prior to the meeting but if not an explanation will be provided.

3. 2023 RESURFACING PROGRAM has been completed. All patches were made.

4. LEAF COLLECTION PROGRAM UPDATE will be provided.

5. LAST BRUSH PICK-UP will be Tuesday, October 24<sup>th</sup>. The chipper is being replaced with a leaf collection machine so this is the last one.

#### ***F. ECONOMIC DEVELOPMENT AND COMMUNITY RELATIONS COMMITTEE - Ben Juzeszyn, Chair, Joe Gianotti***

1. NEWSLETTER UPDATE. The Board was given a rough draft and it was sent to the printer last week. It should be mailed out this week.

2. HOLIDAY TREE LIGHTING CEREMONY UPDATE. Details have been laid out for the padre of lights, the tree lighting, and the other events scheduled in the park. The Chairman will provide an update.

3. UNION ELECTRONICS BUILDING PROJECT UPDATE will be provided at the meeting. All systems are a go for mass grading but the weather is now a factor.

**G. OLD BUSINESS**

**H. ADJOURN INTO EXECUTIVE SESSION (if necessary)**

I. CONSIDER AN ORDINANCE AUTHORIZING AN EMPLOYMENT AGREEMENT FOR THE POSITION OF VILLAGE ADMINSTRATOR

J. CONSIDER THE APPOINTMENT OF A NEW VILLAGE ADMINISTRATOR

**K. ADJOURNMENT**

**MINUTES OF THE REGULAR MEETING OF THE PRESIDENT  
& BOARD OF TRUSTEES OF THE VILLAGE OF BEECHER  
HELD AT THE BEECHER VILLAGE HALL,  
625 DIXIE HIGHWAY, BEECHER, ILLINOIS  
OCTOBER 10, 2023 -- 7:00 P.M.**

All present joined in the Pledge to the Flag.

President Meyer called the meeting to order.

**ROLL CALL**

PRESENT: President Meyer and Trustees Juzeszyn, Kraus, Gardner, Stacey, Tieri and Gianotti.  
ABSENT: None.

**STAFF PRESENT:** Clerk Janett McCawley, Administrator Robert Barber, Public Works Superintendent Matt Conner, Lieutenant Rick Emerson, Code Enforcement Officer David Harrison and EMA Director Bob Heim.

**GUESTS:** George Schuitema, Ernie Bleicher and Phyllis Harden-West.

**APPROVAL OF MINUTES**

President Meyer asked for consideration of the minutes of the September 25, 2023 Board meeting. Trustee Tieri made a motion to approve the minutes as written. Trustee Stacey seconded.

AYES: (6) Trustees Juzeszyn, Kraus, Gardner, Stacey, Tieri and Gianotti.

NAYS: (0) None.

Motion carried.

**RECOGNITION OF AUDIENCE**

Ernie Bleicher, owner of the barber shop, was present regarding the Penfield Street reconstruction project. He asked questions about the timing of the job and logistics as well as other questions. Administrator Barber and Superintendent Conner tried to answer his questions. He was unhappy about the project game plan and the effect on his business.

**VILLAGE CLERK REPORT**

Clerk McCawley provided a report on income received in September, 2023.

**REPORTS OF VILLAGE COMMISSIONS**

A 4<sup>th</sup> of July Commission update was provided.

A Youth Commission report was provided. The next Youth Commission event is the Glow Bike Ride on October 20<sup>th</sup>. Bob Heim and EMA were thanked for their help with the event. The Parents Night Out event was a big success. Over \$4,000 was raised. Trustee Juzeszyn read aloud a thank you to the many organizations and people who donated and contributed towards the event.

A Historic Preservation Commission report was provided by Trustee Gardner. Next meeting is October 18<sup>th</sup> at the Depot.

**VILLAGE PRESIDENT REPORT**

President Meyer provided a fire inspection program update. Over half of the inspections have been completed and inspections seem to be going well.

The annual report of the TIF Joint Review Board meeting was provided.

The Board discussed the request for a Class B liquor license for beer and wine only at 755 Penfield from Phyllis Harden-West. Ms. Harden-West was present to answer questions. Previously there were concerns regarding her request because approval would mean more than one liquor license in the same building plus there was some missing information on the application. Copies of the liquor license application and conditional lease were provided for review. Ordinance regarding video gaming and liquor ordinance copies were also provided. President Meyer asked if this application meets the requirements of the ordinance and the Board's thoughts on the application. The Board did not support two liquor licenses in the same building. Board members were asked if they wish to make a motion to authorize the drafting of an ordinance increasing the liquor licenses. No one made a motion. The matter is tabled indefinitely.

President Meyer requested an Executive Session be held to continue discussion of Village Administrator candidates.

**A. FINANCE AND ADMINISTRATION COMMITTEE**

Trustee Kraus made a motion approving the Treasurer's report. Trustee Juzeszyn seconded.

AYES: (6) Trustees Juzeszyn, Kraus, Gardner, Stacey, Tieri and Gianotti.

NAYS: (0) None.

Motion carried.

Variance reports were provided in the packet for review.

Trustee Kraus made a motion to approve payment of the list of bills in the amount of \$32,480.84 and payrolls since the previous meeting. Trustee Juzeszyn seconded.

AYES: (6) Trustees Juzeszyn, Kraus, Gardner, Stacey, Tieri and Gianotti.

NAYS: (0) None.

Motion carried.

The presentation of the audit for the fiscal year ending April 30, 2023 will be provided at the October 23<sup>rd</sup> meeting.

**B. PUBLIC BUILDINGS AND PROPERTIES, PARKS AND RECREATION COMMITTEE**

There was discussion of the bid results for the new police station. Bids were received and opened on Wednesday, October 4<sup>th</sup>. The total bid package came in at about \$5.9 million, which is much higher than anticipated. Architect to come to the next meeting with options and are currently checking the bids for compliance. Keeping the same square footage and removing some usable space or reduce the square footage and only keep usable space are options to be considered. Architect is working with contractors to determine if there's a way to cut the costs.

**C. PLANNING, BUILDING AND ZONING COMMITTEE**

The Building Department monthly report was provided in the packet for review.

Results of the September 28<sup>th</sup> Planning and Zoning Commission meeting were provided by Trustee Gardner. Tobacco store on Dixie Highway will be going to public hearing on October 26<sup>th</sup>.

The next Zoning Ordinance Steering Committee meeting will be held on October 12<sup>th</sup> at 3 p.m.

**D. PUBLIC SAFETY COMMITTEE**

The Police Department, EMA and Code Enforcement monthly reports were provided in the packet for review.

The Intergovernmental Agreement for School Resource Officer expires at the end of this current school year and the committee will work with Chief Lemming and the School District to get this agreement extended.

The Village Attorney is working on the first draft of the proposed food truck ordinance and then it will be reviewed by the committee.

Halloween trick or treat hours will be from 4-7 p.m. on Tuesday, October 31<sup>st</sup>.

**E. PUBLIC WORKS COMMITTEE**

The Sewer Department monthly report was provided in the packet for review.

Penfield Street reconstruction project update was provided by Administrator Barber. Construction meeting was held that morning. Contractor is targeting November 3<sup>rd</sup> for getting work done to reopen road. Curb work west of the bridge may begin next week. There are problems with a driveway east of bridge where resident can't get his car in without scraping bottom. Contractor will tear out and correct.

Indiana Avenue resurfacing project was provided by Superintendent Conner. Will County is waiting on their road reflectors to be put in before they will allow the delineators to be put back in by the railroad tracks.

2023 resurfacing program update was provided. Country, Meadow and Orchard have been paved. Patches on Fox Hound Trail should be completed next week.

Leaf collection is set to tentatively begin on October 30<sup>th</sup>.

Trustee Stacey requested an Executive Session be held to discuss Public Works employees.

Administrator Barber raised the question about the last brush pick up of the year. A lot of residents are still putting out brush and residents have been calling the Village Hall even though brush pick up ended in September. Last year the Board agreed to end brush pick up every year on the second Tuesday in September. However, there is still a lot of brush out so the Board was asked how to proceed. After some discussion, it was agreed to do one special pick up to collect the brush. Staff will advertise more next year about when brush pick up ends by putting signs at entrances to town at beginning of brush year and two weeks before end of brush year to notify residents of date. Public Works will do a special brush pick up on October 24<sup>th</sup>, which will be the final for the year.

#### **F. ECONOMIC DEVELOPMENT AND COMMUNITY RELATIONS COMMITTEE**

The next Holiday Tree Lighting Ceremony meeting is scheduled for Wednesday, October 11<sup>th</sup> at 7 p.m. at the Village Hall.

A Fall newsletter update was provided by Clerk McCawley. A final draft was not yet available. It will be emailed to the Board this week.

**G. OLD BUSINESS** – None.

#### **I. ADJOURN INTO EXECUTIVE SESSION**

Trustee Stacey made a motion to adjourn into Executive Session at 7:56 p.m. to discuss Village Administrator candidates and Public Works applications. Trustee Gardner seconded.

AYES: (6) Trustees Juzeszyn, Kraus, Gardner, Stacey, Tieri and Gianotti.

NAYS: (0) None.

Motion carried.

Trustee Stacey made a motion to return to regular session at 8:53 p.m. Trustee Juzeszyn seconded.

AYES: (6) Trustees Juzeszyn, Kraus, Gardner, Stacey, Tieri and Gianotti.

NAYS: (0) None.

Motion carried.

#### **I. NEW BUSINESS**

President Meyer reported that the resident next to the Post Office is complaining about traffic and noise from mail trucks backing up and has called a few times to complain. First parking space next to resident's house seems to be a problem with people backing up. It was learned that the Post Office trucks are now taking alley again so they are not backing into the parking lot making noise.



The resident has asked for a fence between the lot and his property. Board members were not in support of putting up a fence but staff will contact him and let him know he can put up his own fence.

There being no further business, President Meyer asked for a motion to adjourn. Trustee Gianotti made a motion to adjourn the meeting. Trustee Tieri seconded the motion.

AYES: (6) Trustees Juzeszyn, Kraus, Gardner, Stacey, Tieri and Gianotti.

NAYS: (0) None.

Motion carried.

Meeting adjourned at 9:03 p.m.

Respectfully submitted by:

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Janett McCawley  
Village Clerk

801 VILLAGE OF BEECHER		6030		WILL COUNTY TAX RATE CALCULATION		09.02.14 04/03/2023		2022 LEVY	
PERCENT BURDEN	0.00	FARM VALUE	962,045	WILL COUNTY VALUE	123,747,847	OTHER COUNTIES	0	TOTAL VALUE	123,747,847
LIMITING RATE	.5443	NON FARM VALUE	122,524,880						
REDUCTION FACTOR	.000000	RAILROAD VALUE	260,922						
		WILL COUNTY VALUE	123,747,847						
FUND	LEVY	MAX RATE	EXTENDED RATE	TOTAL EXTENDED	WILL CO SHARE	WILL CO RATE	WILL CO EXTENSION		
001 00 CORPORATE	331,818	.4375	.2682	331,891.72	331,891.72	.2682	331,891.72	X	
027 00 AUDIT	7,638	NONE	.0062	7,672.36	7,672.36	.0062	7,672.36	X	
005 00 I. M. R. F.	61,100	NONE	.0494	61,131.43	61,131.43	.0494	61,131.43	X	
047 00 SOCIAL SECURITY	59,891	NONE	.0484	59,893.95	59,893.95	.0484	59,893.95	X	
035 00 TORT/LIAB INS	39,671	NONE	.0321	39,723.05	39,723.05	.0321	39,723.05	X	
014 00 POLICE PROTECT	168,362	.6000	.1361	168,420.81	168,420.81	.1361	168,420.81	X	
046 00 CIVIL DEFENSE	1,090	.0500	.0009	1,113.73	1,113.73	.0009	1,113.73	X	
	669,570		.5413	669,847.05	669,847.05	.5413	669,847.05		
** NON CAPPED **									
003 00 BOND AND INT	330,155	NONE	.2668	330,159.25	330,159.25	.2668	330,159.25	X	
109 00 PA 102 0519 ADJ	0	NONE	.0000	0.00	0.00	.0032	3,959.93	X	
			.0000	0.00	3,876.00			X	
			.0000	0.00	3,876.00			X	
	999,725		.8081	1,000,006.30	1,000,006.30	.8113	1,003,966.23	X	
			.8081	1,000,006.30	3,876.00			X	
			.8081	1,000,006.30	1,003,882.30			X	

Village of Beecher	
Road & Bridge Extension 1/2 Share - By Township	
Washington	291,673.68
<b>TOTAL of all Townships</b>	<b>291,673.68</b>
Plus Village's Will County Extension	1,003,966.23
<b>GRAND TOTAL Extended to Village</b>	<b>1,295,639.91</b>

6.700 per 1000

## VILLAGE PROPERTY TAX LEVIES

Tax Year	Village Levy for Operations & Mtnc.	Village Levy for Road and Bridge	Debt Service	Total Levy	E.A.V.	Change in E.A.V.	Tax Rate	Tax Per \$235,000 Home
1994		\$224,047	\$58,169	\$282,216	\$28,191,604		0.7508	\$582.25
1995		\$224,081	* \$15,000.00	\$239,081	\$30,244,616	+7.3%	0.5823	\$451.57
1996		\$231,948	\$40,928	\$272,876	\$32,277,710	+6.7%	0.6451	\$500.28
1997		\$244,284	\$54,935	\$299,220	\$33,563,667	+4.0%	0.6872	\$532.94
1998		\$258,462	\$53,600	\$312,068	\$36,516,279	+8.8%	0.6539	\$507.10
1999		\$266,170	\$57,084	\$323,254	\$36,662,554	+0.4%	0.6765	\$524.63
2000		\$277,203	\$55,479	\$332,682	\$38,851,168	+6.0%	0.6565	\$509.12
2001		\$310,069	\$58,748	\$368,817	\$42,601,666	+9.7%	0.66	\$511.83
2002		\$335,631	\$56,933	\$392,564	\$46,974,305	+10.3%	0.6345	\$492.06
2003		\$371,372	\$59,900	\$431,272	\$52,418,820	+11.5%	0.632	\$490.12
2004		\$449,641	\$57,772	\$507,413	\$61,603,041	+17.5%	0.6125	\$474.99
2005		\$533,275	\$60,344	\$593,619	\$74,961,363	+22.2%	0.5831	\$452.19
2006	\$443,915	\$184,000	\$57,720	\$685,635	\$92,213,368	+23.02%	0.544	\$421.87
2007	\$509,213	\$217,966	\$64,893	\$792,072	\$110,362,636	+19.68%	0.5202	\$403.42
2008	\$563,346	\$251,102	\$61,631	\$876,079	\$123,757,962	+12.14%	0.505	\$391.63
2009	\$572,985	\$246,681	\$71,065	\$890,732	\$124,022,874	+0.21%	0.5193	\$402.71
2010	\$593,464	\$259,015	\$70,862	\$923,161	\$121,238,766	-2.24%	0.5478	\$424.82
2011	\$605,816	\$252,657	\$70,183	\$928,656	\$112,292,130	-7.38%	0.602	\$466.85
2012	\$605,885	\$257,499	\$69,573	\$932,657	\$104,589,158	-6.86%	0.6459	\$500.90
2013	\$605,333	\$257,110	\$74,018	\$941,227	\$96,955,460	-7.30%	0.7012	\$543.78
2014	\$605,333	\$263,655	\$73,248	\$944,385	\$92,834,853	-4.25%	0.731	\$566.89
2015	\$605,536	\$263,655	\$77,418	\$946,609	\$92,054,706	-0.84%	0.7419	\$575.34
2016	\$605,333	\$263,655	\$85,922	\$954,910	\$92,588,237	+0.58%	0.7468	\$579.14
2017	\$605,589	\$261,492	\$87,382	\$954,463	\$93,657,407	+1.15%	0.7399	\$573.79
2018	\$605,729	\$261,824	\$85,184	\$952,737	\$97,352,724	+3.95%	0.7097	\$550.37
2019	\$616,588	\$266,799	\$88,629	\$972,016	\$103,177,439	+5.98%	0.6835	\$530.05
2020	\$625,846	\$270,801	\$86,866	\$983,513	\$108,446,798	+5.12%	0.6572	\$509.66
2021	\$640,653	\$275,282	\$85,198	\$999,133	\$115,132,611	+6.17%	0.6305	\$488.95
2022	\$669,570	\$289,046**	\$330,155	\$999,725	\$123,747,847	+7.48%	0.8113	\$629.16

It appears that the new G.O. Bond issue has an average impact of \$140.21 per year on a median priced home.

\*\*Tax levies are estimated.

Levies are shown in the year they are levied, not collected.

\$235,000 is the median value of a home in the Village.

**VILLAGE OF BEECHER, WILL COUNTY, ILLINOIS**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING AND REPLACING VILLAGE CODE SECTIONS 6-6-2(F) AND 6-6-5 REGARDING POLICE OFFICERS IN THE VILLAGE OF BEECHER, AND REPEALING ALL TOWN CODE SECTIONS AND ORDINANCES, OR PARTS THEREOF, IN CONFLICT HEREWITH.**

**WHEREAS**, the Corporate Authorities of the Village of Beecher, Will County, Illinois, has reviewed the provisions of Village Code 6-6-1 through 6-6-6 pertaining to Officers in the Village of Beecher; and

**WHEREAS**, the Corporate Authorities of the Village of Beecher, Will County, Illinois, have been advised that such provision pertaining to police officers should be expanded to include Corporal in the examination and power and duties sections for Police Officers; and

**WHEREAS**, the Corporate Authorities of this Village of Beecher, Will County, Illinois, having reviewed the Village Code, as amended from time to time, now concur that it is advisable, necessary, and in the best interests of the residents of the Village of Beecher and the Beecher to revise certain sections of the Village Code to include Corporal in the examination and power and duties sections for Police Officers.

**NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF BEECHER, WILL COUNTY, ILLINOIS, AS FOLLOWS:**

**SECTION ONE:** That subsection (F), entitled WRITTEN EXAMINATIONS, of Section 6, entitled EXAMINATIONS, of Chapter 6, entitled "OFFICERS", of Title 6, entitled "POLICE", of the Village Code of the Village of Beecher, be, and the same is hereby amended and replaced in its entirety to read and provide as follows, namely:

**CHAPTER 6 OFFICERS**

**6-6-2: EXAMINATIONS**

**"(F) WRITTEN EXAMINATIONS:**

Information as to the type of written examination employed by the Commission will be provided, if conducted, as part of the orientation program. All examination papers shall be and remain the property of the Commission, and the grading thereof by the contracted vendor shall be final and conclusive and not subject to review by any tribunal of any kind or description. Candidates who fail to achieve a passing grade of seventy (70) will be notified and eliminated for all further consideration."

**SECTION TWO:** That Section 5, entitled PROMOTIONS FOR SERGEANT AND LIEUTENANT, of Chapter 6, entitled "OFFICERS", of Title 6, entitled "POLICE", of the Village Code of the Village of Beecher, be, and the same is hereby amended and replaced in its entirety to read and provide as follows, namely:

**"6-6-5: PROMOTIONS FOR CORPORAL, SERGEANT, AND LIEUTENANT:**

**(A) EXAMINATION:**

The Commission may conduct the following examinations upon a vacancy occurring in the rank of Corporal, Sergeant, or Lieutenant. An applicant for promotion to Sergeant and Lieutenant must hold the rank at or above Corporal. The Police Chief, in the Police Chief's sole discretion, shall appoint Corporals.

<u>Examinations</u>	<u>Grading*</u>
Written Test	100 Maximum and 70 minimum (1 point = 1% on test score)
Oral Test Interview	0 - 30 points

\* Any candidate who achieves less than seventy (70) points on the written examination, if conducted, shall be disqualified. In the event a written examination is conducted, information as to the type of written examination administered by the Commission will be provided to those eligible.

**(B) PROBATIONARY PERIOD:**

There shall be a one (1) year probationary period for promotion to Corporal, Sergeant, and Lieutenant. Failure to successfully pass the one (1) year probationary period will result in a demotion to the officer's previously held rank, unless disciplinary action results in termination.

**(C) DISCIPLINE OF CORPORALS, SERGEANTS, AND LIEUTENANTS:**

- 1) The Police Chief may impose the following discipline: oral warning, written warning, unpaid suspension of up to thirty (30) calendar days, demotion, or termination.
- 2) Any Corporal, Sergeant, or Lieutenant receiving a disciplinary suspension without pay or termination, may file a written appeal to the Village Administrator within ten (10) calendar days of receipt of the Notice of Disciplinary Suspension or Notice of Termination.
- 3) The Village Administrator shall provide a written response within ten (10) calendar days from receipt of the written appeal, unless the time is extended in the sole discretion of the Village Administrator. The Village Administrator has the right to review any evidence or documentation concerning the discipline and to interview the disciplined officer and any other necessary witnesses.
- 4) Any Corporal, Sergeant, or Lieutenant may appeal the Village Administrator determination to the Village Public Safety Committee within ten (10) calendar days of receipt of the Village Administrator decision by requesting review to the Chair of the Public Safety Committee. The Chair of the Public Safety Committee will then hold an administrative hearing on the appeal within twenty (20) days of receipt of the appeal. The decision of the Public Safety Committee shall be final."

**SECTION THREE:** That all existing Ordinances and Village Code provisions, or parts thereof, in conflict with the provisions of this Ordinance, are hereby deemed null, void, and of no legal effect, and are specifically repealed.

**SECTION FOUR:** If any section, clause, provision or portion of this Ordinance shall be held to be invalid or unconstitutional by any Court of competent jurisdiction, such decision shall not affect any other section, clause, provision or portion of this Ordinance, and this Village Board hereby expressly acknowledges that it would have enacted this Ordinance even with the invalid portion deleted.

**SECTION FIVE:** That this Ordinance shall be in effect immediately after its passage by the Village Board, its approval by the President and its publication as required by law.

PASSED and APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2023.

Yeas: \_\_\_\_\_

Nays: \_\_\_\_\_

Abstain: \_\_\_\_\_

Present: \_\_\_\_\_

\_\_\_\_\_  
Marcy Meyer, Village President

**ATTEST:**

\_\_\_\_\_  
Janett McCawley, Village Clerk

**Information maintained by the Legislative Reference Bureau**

Updating the database of the Illinois Compiled Statutes (ILCS) is an ongoing process. Recent laws may not yet be included in the ILCS database, but they are found on this site as [Public Acts](#) soon after they become law. For information concerning the relationship between statutes and Public Acts, refer to the [Guide](#).

Because the statute database is maintained primarily for legislative drafting purposes, statutory changes are sometimes included in the statute database before they take effect. If the source note at the end of a Section of the statutes includes a Public Act that has not yet taken effect, the version of the law that is currently in effect may have already been removed from the database and you should refer to that Public Act to see the changes made to the current law.

**MUNICIPALITIES**  
**(65 ILCS 5/) Illinois Municipal Code.**

(65 ILCS 5/1-2-12.1)

Sec. 1-2-12.1. (Repealed).

(Source: Reenacted by P.A. 102-687, eff. 12-17-21. Repealed internally, eff. 1-1-25.)

(65 ILCS 5/Art. 1 Div. 2.1 heading)

DIVISION 2.1. ADMINISTRATIVE ADJUDICATIONS

(65 ILCS 5/1-2.1-1)

(Text of Section before amendment by P.A. 103-260)

Sec. 1-2.1-1. Applicability. This Division 2.1 applies only to municipalities that are home rule units.  
(Source: P.A. 90-516, eff. 1-1-98.)

(Text of Section after amendment by P.A. 103-260)

Sec. 1-2.1-1. Applicability. This Division 2.1 applies to municipalities that are home rule units and to non-home rule municipalities that adopt the provisions of this Division.  
(Source: P.A. 103-260, eff. 1-1-24.)

(65 ILCS 5/1-2.1-2)

Sec. 1-2.1-2. Administrative adjudication of municipal code violations. Any municipality may provide by ordinance for a system of administrative adjudication of municipal code violations to the extent permitted by the Illinois Constitution. A "system of administrative adjudication" means the adjudication of any violation of a municipal ordinance, except for (i) proceedings not within the statutory or the home rule authority of municipalities; and (ii) any offense under the Illinois Vehicle Code or a similar offense that is a traffic regulation governing the movement of vehicles and except for any reportable offense under Section 6-204 of the Illinois Vehicle Code.  
(Source: P.A. 90-516, eff. 1-1-98.)

(65 ILCS 5/1-2.1-3)

Sec. 1-2.1-3. Administrative adjudication procedures not exclusive. The adoption by a municipality of a system of administrative adjudication does not preclude the municipality from using other methods to enforce municipal ordinances.  
(Source: P.A. 90-516, eff. 1-1-98.)

(65 ILCS 5/1-2.1-4)

Sec. 1-2.1-4. Code hearing units; powers of hearing officers.

(a) An ordinance establishing a system of administrative adjudication, pursuant to this Division, shall provide for a code hearing unit within an existing agency or as a separate agency in the municipal government. The ordinance shall establish the jurisdiction of a code hearing unit that is consistent with this Division. The "jurisdiction" of a code hearing unit refers to the particular code violations that it may adjudicate.

(b) Adjudicatory hearings shall be presided over by hearing officers. The powers and duties of a hearing officer shall include:

(1) hearing testimony and accepting evidence that is relevant to the existence of the code violation;

(2) issuing subpoenas directing witnesses to appear and give relevant testimony at the hearing, upon the request of the parties or their representatives;

(3) preserving and authenticating the record of the hearing and all exhibits and evidence introduced at the hearing;

(4) issuing a determination, based on the evidence presented at the hearing, of whether a code violation exists. The determination shall be in writing and shall include a written finding of fact, decision, and order including the fine, penalty, or action with which the defendant must comply; and

(5) imposing penalties consistent with applicable

code provisions and assessing costs upon finding a party liable for the charged violation, except, however, that in no event shall the hearing officer have authority to (i) impose a penalty of incarceration, or (ii) impose a fine in excess of \$50,000, or at the option of the municipality, such other amount not to exceed the maximum amount established by the Mandatory Arbitration System as prescribed by the Rules of the Illinois Supreme Court from time to time for the judicial circuit in which the municipality is located. The maximum monetary fine under this item (5), shall be exclusive of costs of enforcement or costs imposed to secure compliance with the municipality's ordinances and shall not be applicable to cases to enforce the collection of any tax imposed and collected by the municipality.

(c) Prior to conducting administrative adjudication proceedings, administrative hearing officers shall have successfully completed a formal training program which includes the following:

- (1) instruction on the rules of procedure of the administrative hearings which they will conduct;
- (2) orientation to each subject area of the code violations that they will adjudicate;
- (3) observation of administrative hearings; and
- (4) participation in hypothetical cases, including ruling on evidence and issuing final orders.

In addition, every administrative hearing officer must be an attorney licensed to practice law in the State of Illinois for at least 3 years. A person who has served as a judge in Illinois is not required to fulfill the requirements of items (1) through (4) of this subsection.

(d) A proceeding before a code hearing unit shall be instituted upon the filing of a written pleading by an authorized official of the municipality.  
(Source: P.A. 102-65, eff. 7-9-21.)

(65 ILCS 5/1-2.1-5)

Sec. 1-2.1-5. Administrative hearing proceedings.

(a) Any ordinance establishing a system of administrative adjudication, pursuant to this Division, shall afford parties due process of law, including notice and opportunity for hearing. Parties shall be served with process in a manner reasonably calculated to give them actual notice, including, as appropriate, personal service of process upon a party or its employees or agents; service by mail at a party's address; or notice that is posted upon the property where the violation is found when the party is the owner or manager of the property. In municipalities with a population under 3,000,000, if the notice requires the respondent to answer within a certain amount of time, the municipality must reply to the answer within the same amount of time afforded to the respondent.

(b) Parties shall be given notice of an adjudicatory hearing which includes the type and nature of the code violation to be adjudicated, the date and location of the adjudicatory hearing, the legal authority and jurisdiction under which the hearing is to be held, and the penalties for failure to appear at the hearing.

(c) Parties shall be provided with an opportunity for a hearing during which they may be represented by counsel, present witnesses, and cross-examine opposing witnesses. Parties may request the hearing officer to issue subpoenas to direct the attendance and testimony of relevant witnesses and the production of relevant documents. Hearings shall be scheduled with reasonable promptness, provided that for hearings scheduled in all non-emergency situations, if requested by the defendant, the defendant shall have at least 15 days after service of process to prepare for a hearing. For purposes of this subsection (c), "non-emergency situation" means any situation that does not reasonably constitute a threat to the public interest, safety, or welfare. If service is provided by mail, the 15-day period shall begin to run on the day that the notice is deposited in the mail.  
(Source: P.A. 94-616, eff. 1-1-06.)

(65 ILCS 5/1-2.1-6)

Sec. 1-2.1-6. Rules of evidence shall not govern. The formal and technical rules of evidence do not apply in an adjudicatory hearing permitted under this Division. Evidence, including hearsay, may be admitted only if it is of a type commonly relied upon by reasonably prudent persons in the conduct of their affairs.  
(Source: P.A. 90-516, eff. 1-1-98.)

(65 ILCS 5/1-2.1-7)

Sec. 1-2.1-7. Judicial review. Any final decision by a code hearing unit that a code violation does or does not exist shall



constitute a final determination for purposes of judicial review and shall be subject to review under the Illinois Administrative Review Law.

(Source: P.A. 90-516, eff. 1-1-98.)

(65 ILCS 5/1-2.1-8)

Sec. 1-2.1-8. Enforcement of judgment.

(a) Any fine, other sanction, or costs imposed, or part of any fine, other sanction, or costs imposed, remaining unpaid after the exhaustion of or the failure to exhaust judicial review procedures under the Illinois Administrative Review Law are a debt due and owing the municipality and may be collected in accordance with applicable law.

(b) After expiration of the period in which judicial review under the Illinois Administrative Review Law may be sought for a final determination of a code violation, unless stayed by a court of competent jurisdiction, the findings, decision, and order of the hearing officer may be enforced in the same manner as a judgment entered by a court of competent jurisdiction.

(c) In any case in which a defendant has failed to comply with a judgment ordering a defendant to correct a code violation or imposing any fine or other sanction as a result of a code violation, any expenses incurred by a municipality to enforce the judgment, including, but not limited to, attorney's fees, court costs, and costs related to property demolition or foreclosure, after they are fixed by a court of competent jurisdiction or a hearing officer, shall be a debt due and owing the municipality and may be collected in accordance with applicable law. Prior to any expenses being fixed by a hearing officer pursuant to this subsection (c), the municipality shall provide notice to the defendant that states that the defendant shall appear at a hearing before the administrative hearing officer to determine whether the defendant has failed to comply with the judgment. The notice shall set the date for such a hearing, which shall not be less than 7 days from the date that notice is served. If notice is served by mail, the 7-day period shall begin to run on the date that the notice was deposited in the mail.

(d) Upon being recorded in the manner required by Article XII of the Code of Civil Procedure or by the Uniform Commercial Code, a lien shall be imposed on the real estate or personal estate, or both, of the defendant in the amount of any debt due and owing the municipality under this Section. The lien may be enforced in the same manner as a judgment lien pursuant to a judgment of a court of competent jurisdiction.

(e) A hearing officer may set aside any judgment entered by default and set a new hearing date, upon a petition filed within 21 days after the issuance of the order of default, if the hearing officer determines that the petitioner's failure to appear at the hearing was for good cause or at any time if the petitioner establishes that the municipality did not provide proper service of process. If any judgment is set aside pursuant to this subsection (e), the hearing officer shall have authority to enter an order extinguishing any lien which has been recorded for any debt due and owing the municipality as a result of the vacated default judgment.

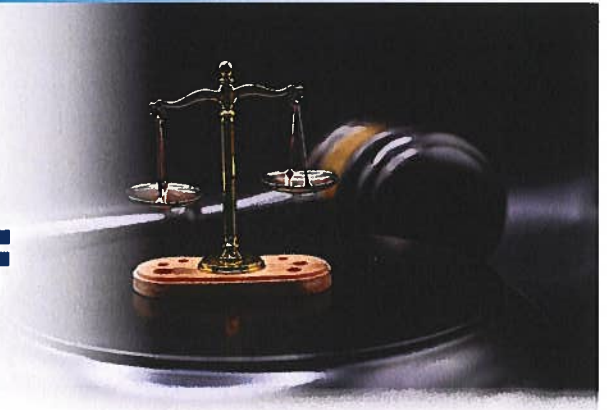
(Source: P.A. 90-516, eff. 1-1-98.)

(65 ILCS 5/1-2.1-9)

Sec. 1-2.1-9. Impact on existing administrative adjudication systems. This Division shall not affect the validity of systems of administrative adjudication that were authorized by State law, including home rule authority, and in existence prior to the effective date of this amendatory Act of 1997.

(Source: P.A. 90-516, eff. 1-1-98.)

# ADMINISTRATIVE ADJUDICATION AND THE ESTABLISHMENT OF HEARING UNITS



Public Act 103-0260 expands local control by allowing all municipalities to adopt administrative adjudication systems, rather than only home rule municipalities, and further allows non-home rule municipalities to establish hearing units. The Illinois Municipal League has a model administrative adjudication ordinance ([available via this link](#)).

Administrative adjudication provides municipalities the opportunity to resolve alleged ordinance violations without pursuing litigation. Some matters that municipalities can resolve through administrative adjudication hearings include building code violations, nuisance abatements and non-moving vehicle code violations.

## HEARING UNITS

Municipalities may adopt ordinances establishing hearing units. These ordinances must establish the jurisdiction of the hearing unit outlining what municipal code violations it can adjudicate. All adjudication hearings must be presided over by a hearing officer.

## HEARING OFFICER TRAINING

An administrative hearing officer must be an Illinois state licensed attorney for at least three years and is required to complete formal training before conducting administrative adjudication proceedings, which includes:

- Instruction on the rules and procedures of the administrative hearings they will conduct;
- Orientation to each subject area of the ordinance violations they will adjudicate;
- Observation of administrative hearings; and,
- Participation in hypothetical cases.

Individuals who have served as a judge in Illinois are not required to complete these training requirements.

## MUNICIPAL RESPONSIBILITIES BEFORE ADJUDICATION HEARINGS

Ordinances establishing administrative adjudication systems must afford parties due process of law, including notice and the opportunity for a hearing.

Notice of an ordinance violation can be served personally, sent by mail or posted on the property where the alleged violation is found. This notice must include the type and nature of the alleged code violation, the date and location of the adjudication hearing, the jurisdiction under which the hearing will be held and the penalties for failure to appear at the hearing. Defendants must be given at least 15 days following the service of a violation notice to prepare for a hearing. At the hearing, the defendant may be represented by counsel, present witnesses and cross-examine opposing witnesses.

The adoption of an administrative adjudication system does not prevent municipalities from using other methods to enforce ordinances.



**ORDINANCE NO.** \_\_\_\_\_

**AN ORDINANCE CREATING A CODE HEARING UNIT AND OTHER ACTIONS IN CONNECTION THEREWITH**

**FOR THE CITY/VILLAGE/TOWN OF** \_\_\_\_\_

WHEREAS, the Illinois Municipal Code, 65 ILCS 5/1-2-1, provides that the corporate authorities of each municipality may pass all ordinances and make all rules and regulations proper or necessary, to carry into effect the powers granted to municipalities, with such fines or penalties as may be deemed proper; and

WHEREAS, the **City/Village/Town** of \_\_\_\_\_ (**City/Village/Town**) is a municipal corporation and non-home rule unit of local government pursuant to the Constitution of the State of Illinois of 1970, as amended (which, together with any successor municipal corporation or public body hereinafter designated by or pursuant to law, is hereinafter called **City/Village/Town**); and,

WHEREAS, pursuant to Division 2.1 of the Illinois Municipal Code, 65 ILCS 5/1-2.1-1 *et seq.*, the **City/Village/Town** is empowered to establish a Code Hearing Unit for the purposes outlined therein; and,

WHEREAS, the corporate authorities of the **City/Village/Town** believe that the creation of a Code Hearing Unit would provide the **City/Village/Town** with an efficient method for adjudicating alleged ordinance violations in a manner that is less costly to both the **City/Village/Town** and the accused, while providing the necessary due process protections for the accused, and doing so will allow the **City/Village/Town** to more efficiently protect the health, safety and general welfare of its residents; and,

WHEREAS, in furtherance of this belief, the corporate authorities have reviewed the proposed Chapter \_\_\_ of the **City/Village/Town** of \_\_\_\_\_ **City/Village/Town** Code of Ordinances, attached hereto and incorporated herein as *Exhibit A*; and,

WHEREAS, upon review of the same, the corporate authorities believe that this addition to the Code of Ordinances will accomplish the goals outlined herein; and,

WHEREAS, the corporate authorities of the **City/Village/Town** hereby state their belief that the amendment of the **City/Village/Town** Code of Ordinances to add Chapter \_\_\_, as provided herein, is in the best interests of the **City/Village/Town** and its citizens.

NOW, THEREFORE, be it ordained, by the **City Council/President and Board of Trustees of the Village/President and Board of Trustees of the Town** of \_\_\_\_\_ as follows:

Section 1. The foregoing recitals shall be and are hereby incorporated as findings of fact as if said recitals were fully set forth herein.

Section 2. The corporate authorities wish to amend the **City/Village/Town** of \_\_\_\_\_ **City/Village/Town** Code of Ordinances, and that same is hereby amended to include Chapter \_\_\_\_, as shown in the attached *Exhibit A*.

Section 3. Repeal of Conflicting Provisions. All ordinances, resolutions, and policies or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of the conflict, expressly repealed on the effective date of this Ordinance.

Section 4. Severability. If any provision of this Ordinance or application thereof to any person or circumstances is ruled unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid application or provision, and each invalid provision or invalid application of this Ordinance is severable.

Section 5. The clerk is directed by the corporate authorities to publish this Ordinance in pamphlet form. This Ordinance shall be in full force and effect after its passage and publication in accordance with 65 ILCS 5/1-2-4.

PASSED THIS \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

AYES: \_\_\_\_\_  
NAYS: \_\_\_\_\_  
ABSTENTIONS: \_\_\_\_\_  
ABSENT: \_\_\_\_\_

APPROVED THIS \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
**Mayor/Village President/Town President**

ATTEST:

\_\_\_\_\_  
Clerk

BEFORE ADOPTING ANY ORDINANCE, MUNICIPAL OFFICIALS SHOULD CONSULT WITH THEIR RETAINED LEGAL COUNSEL OR OTHER QUALIFIED ATTORNEY.

**Exhibit A**

**CHAPTER \_\_\_: CODE HEARING DEPARTMENT**

**§ \_\_\_.01. Creation of a System of Administrative Adjudication**

The **City/Village/Town** of \_\_\_\_\_ (**City/Village/Town**) pursuant to Article I, Division 2.1 of the Illinois Municipal Code, 65 ILCS 5/1-2.1-1 *et seq.*, hereby establishes a system of administrative adjudication, subject to the limitations of this Chapter, that provides due process of law, including notice and an opportunity for a hearing for all affected persons. In the event a conflict between this Chapter and Article I, Division 2.1 of the Illinois Municipal Code exists, then the Illinois Municipal Code shall prevail.

**§ \_\_\_.02. Establishment of Code Hearing Unit.**

- (a) There is hereby established a Code Hearing Unit within the **City/Village/Town** that is responsible for conducting adjudicatory hearings, exercising the powers conferred in this Chapter and in the manner set out in this Chapter.
- (b) The Code Hearing Unit shall have jurisdiction to adjudicate all alleged violations of the Code, except for: (i) proceedings not within the statutory authority of the **City/Village/Town**; (ii) any offense under the Illinois Vehicle Code or a similar offense that is a traffic regulation governing the movement of vehicles; and, (iii) any reportable offense under Section 6-204 of the Illinois Vehicle Code.
- (c) The establishment of the Code Hearing Unit does not preclude the **City/Village/Town** from using other methods to enforce the provisions of its Code.
- (d) The Code Hearing Unit shall consist of one or more Hearing Officers, as that term is defined herein, and such other agents or employees assigned to assist the Hearing Officer by the **City/Village/Town**.

**§ \_\_\_.03. Definitions.**

For this Chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning:

- (a) “Adjudicatory Hearings” means any hearing called by the Code Hearing Unit pursuant to this Chapter.
- (b) “Code” means the **City/Village/Town’s** Code of Ordinances.
- (c) “Code Hearing Unit” is defined in Section \_\_\_.02, herein.

- (d) “Complaint” means a written pleading, filed with the Code Hearing Unit by an authorized official of the **City/Village/Town**, which alleges a violation of the Code.
- (e) “Final Administrative Order” is defined in Section \_\_\_\_.07, herein.
- (f) “Hearing Officer” means an agent of the **City/Village/Town** whose duty it is to:
  - (1) hear testimony and accept evidence that is relevant to the existence of an alleged violation of the Code;
  - (2) issue subpoenas directing witnesses to appear and give relevant testimony at the adjudicatory hearing, upon the request of the parties or their representatives;
  - (3) preserve and authenticate the record of the adjudicatory hearing and all exhibits and evidence introduced at the adjudicatory hearing;
  - (4) issue a determination, based on the evidence presented at the adjudicatory hearing, of whether or not a violation of the Code exists; and,
  - (5) impose penalties consistent with applicable provisions of the Code and assess costs upon finding a party liable for the charged violation, except, however, that in no event shall the Hearing Officer have authority to (i) impose a penalty of incarceration; or, (ii) impose a fine either in excess of \$50,000, or such other amount not to exceed the maximum amount established by the Mandatory Arbitration System as prescribed by the Rules of the Illinois Supreme Court from time to time for the judicial circuit in which the **City/Village/Town** is located. Any such fine imposed under this Chapter shall be exclusive of costs of enforcement or costs imposed to secure compliance with the Code and shall not be applicable to cases to enforce the collection of any tax imposed and collected by the **City/Village/Town**.
- (g) A “Non-Emergency Situation” means any situation that does not reasonably constitute a threat to the public interest, safety or welfare.

§ \_\_\_\_.04. **Requirements of Hearing Officers.**

- (a) Any attorney licensed to practice law in the State of Illinois for at least three years may be a Hearing Officer, provided that he or she complies with the provisions of this Section.
- (b) Prior to conducting adjudicatory hearings, Hearing Officers shall have successfully completed a formal training program which includes the following:
  - (1) instruction on the rules of procedure of the administrative hearings which they will conduct;
  - (2) Orientation to each subject area of the Code violations that they will adjudicate;
  - (3) Observation of administrative hearings; and,

- (4) Participation in hypothetical cases, including ruling on evidence and issuing final orders.
- (c) A person who has served as a judge in Illinois is not required to fulfill the requirements of subsection (b), herein.
- (d) Any person seeking to be appointed as a Hearing Officer for the **City/Village/Town** must present evidence of his or her compliance with this Section to the corporate authorities, in such form as deemed appropriate by the corporate authorities.

§ \_\_.05. **Proceedings for Adjudicatory Proceedings.**

- (a) The filing of the Complaint shall serve to institute proceedings before the Code Hearing Unit.
- (b) Parties shall be served with process in a manner reasonably calculated to give actual notice. For the purposes of this Chapter, “a manner reasonably calculated to give actual notice” shall mean, as appropriate, personal service of process upon a party, its employee or its agent; service by first-class mail at a party’s address; or notice that is posted upon the property where the alleged Code violation is found when the party is the owner or manager of the property. If the **City/Village/Town** requires the party to respond to the Complaint within a specified amount of time, the **City/Village/Town** shall file a reply with the Code Hearing Unit within the same amount of time afforded to the party responding to the Complaint.
- (c) Parties shall be given notice of any adjudicatory hearing. Said notice must, at a minimum, include: (i) the type and nature of the Code violation to be adjudicated; (ii) the date and location of the adjudicatory hearing; (iii) the legal authority and jurisdiction under which the adjudicatory hearing is to be held; and, (iv) the penalties for failure to appear at the adjudicatory hearing.
- (d) Parties shall be provided with an opportunity for an adjudicatory hearing during which they may be represented by counsel, present witnesses and cross-examine opposing witnesses. Parties may request the Hearing Officer to issue subpoenas to direct the attendance and testimony of relevant witnesses, as well as the production of relevant documents.
- (e) Adjudicatory hearings shall be scheduled with reasonable promptness, provided that for adjudicatory hearings scheduled in all non-emergency situations, if requested by the defendant, the defendant shall have at least 15 days after service of process to prepare for an adjudicatory hearing. If service is provided by mail, the 15-day period shall begin to run on the day that the notice is deposited in the mail.

§ \_\_\_\_.06. **Hearing; Evidence.**

The formal and technical rules of evidence shall not be applied in an adjudicatory hearing under this Chapter. The Hearing Officer may accept any evidence, including hearsay, if it is of a type commonly relied upon by reasonably prudent persons in the conduct of their affairs.

§ \_\_\_\_.07. **Findings, Decision and Order.**

- (a) At the conclusion of the adjudicatory hearing, the Hearing Officer shall make a determination (the “Final Administrative Decision”), based on the evidence presented at the adjudicatory hearing, of whether or not a violation of the Code exists. The Final Administrative Decision shall be in writing and shall include a written finding of fact, decision and order including the fine, penalty or action with which the defendant must comply.
- (b) A copy of the Final Administrative Decision shall be served on the Parties within five days after issuance. The Final Administrative Decision shall be served in a manner allowed by Section \_\_\_\_.05(b), unless the parties agree to an alternative form of service.
- (c) Payment of any penalty or fine and the disposition of fine money shall be in the same manner as set forth in the Code.

§ \_\_\_\_.08. **Review Under Administrative Review Law.**

Any Final Administrative Decision by a Code Hearing Unit, that a Code violation does or does not exist, shall constitute a final determination for purposes of judicial review and shall be subject to review under the Illinois Administrative Review Law, 735 ILCS 5/3-101 *et seq.*

§ \_\_\_\_.09. **Judgment on Findings, Decision and Order.**

- (a) Any fine, other sanction or costs imposed, or part of any fine, other sanction or costs imposed, remaining unpaid after the exhaustion of or the failure to exhaust judicial review procedures under the Illinois Administrative Review Law are a debt due and owing the **City/Village/Town** and may be collected in accordance with applicable law.
- (b) After expiration of the period in which judicial review under the Illinois Administrative Review Law may be sought for a Final Administrative Decision of a Code violation, unless stayed by a court of competent jurisdiction, the findings, decision and order of the Hearing Officer may be enforced in the same manner as a judgment entered by a court of competent jurisdiction.
- (c) In any case in which a defendant has failed to comply with a judgment ordering a defendant to correct a Code violation or imposing any fine or other sanction as a result of a Code violation, any expenses incurred by a **City/Village/Town** to enforce the judgment, including, but not limited to, attorney's fees, court costs and costs



related to property demolition or foreclosure, after they are fixed by a court of competent jurisdiction or a Hearing Officer, shall be a debt due and owing the **City/Village/Town** and may be collected in accordance with applicable law. Prior to any expenses being fixed by a Hearing Officer pursuant to this subsection, the **City/Village/Town** shall provide notice to the defendant that states that the defendant shall appear at a hearing before the Hearing Officer to determine whether the defendant has failed to comply with the judgment. The notice shall set the date for such a hearing, which shall not be less than seven days from the date that notice is served. If notice is served by mail, the seven-day period shall begin to run on the date that the notice was deposited in the mail.

- (d) Upon being recorded in the manner required by Article XII of the Code of Civil Procedure, 735 ILCS 5/12-101 *et seq.*, or by the Uniform Commercial Code, 810 ILCS 5/1-101 *et seq.*, a lien shall be imposed on the real estate or personal estate, or both, of the defendant in the amount of any debt due and owing the **City/Village/Town** under this Chapter. The lien may be enforced in the same manner as a judgment lien pursuant to a judgment of a court of competent jurisdiction.
- (e) A Hearing Officer may set aside any judgment entered by default and set a new hearing date, upon a petition filed within 21 days after the issuance of the order of default, if the Hearing Officer determines that the defendant's failure to appear at the adjudicatory hearing was for good cause or at any time if the defendant establishes that the **City/Village/Town** did not provide proper service of process. If any judgment is set aside pursuant to this subsection, the Hearing Officer shall have the authority to enter an order extinguishing any lien which has been recorded for any debt due and owing the **City/Village/Town** as a result of the vacated default judgment.

**Exhibit B  
School Resource Officer Cost**

School year	5/1/2019	5/1/2020	5/1/2021	5/1/2022	*5/1/2023	5/1/2024	5/1/2025	5/1/2026	
Base Salary	\$46,421.00	\$ 51,293.00	\$ 54,499.00	\$ 62,065.00	\$ 77,308.00	\$ 80,400.00			Hanson per new Teamsters Local #700 Contract
Specialty Pay	\$ -	\$ 1,116.00	\$ 1,116.00	\$ -	\$ -	\$ -			186 School days 8 hrs day x \$0.75
Holidays	\$ 2,194.00	\$ 2,419.00	\$ 2,587.00	\$ 2,865.92	\$ 3,568.06	\$ 3,710.77	CAP AT 4% PR YR FOR 2025		12 holidays x 8 hrs
FICA	\$ 3,804.00	\$ 4,194.00	\$ 4,452.00	\$ 4,969.51	\$ 6,187.02	\$ 6,434.47	AND 2026		0.0765 on total wages
IMRF	\$ 3,785.00	\$ 4,949.00	\$ 4,902.00	\$ 2,968.71	\$ 2,690.06	\$ 2,784.07			3.31% 2024, 4.0% in 2025 and 2026
Health Insurance	\$21,533.92	\$ 10,172.00	\$ 7,645.00	\$ 7,758.58	\$ 25,962.56	\$ 9,374.73			Single Employee Coverage for Hanson
Uniforms/Equip.	\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00			per contract
Workmens Comp	\$ 834.79	\$ 992.00	\$ 1,053.00	\$ 1,175.79	\$ 1,464.18	\$ 1,522.40			1.81% of gross wages
Unemployment Ins.	\$ 369.00	\$ 486.00	\$ 486.00	\$ 554.40	\$ 338.41	\$ 338.41			Rate of 2.55% on first \$13,271 earned per employee
<b>Total</b>	<b>\$79,841.71</b>	<b>\$ 76,521.00</b>	<b>\$ 77,640.00</b>	<b>\$ 83,257.91</b>	<b>\$ 118,418.29</b>	<b>\$ 105,464.85</b>	<b>\$ 109,683.44</b>	<b>\$ 114,070.78</b>	
<b>Cost per hour</b>	\$ 38.39	\$ 36.79	\$ 37.24	\$ 40.03	\$ 56.93	\$ 50.70	\$ 52.73	\$ 54.84	
<b>School Cost</b>									
Hourly Breakdown									
8 Hours a day x 176 School Days	\$54,053.12	\$ 51,800.32	\$ 52,433.92	\$ 56,362.24	\$ 80,157.44	\$ 71,385.60	\$ 74,243.84	\$ 77,214.72	10 days of sick and personal time built in
bill per month	\$ 4,504.43	\$ 4,316.69	\$ 4,369.49	\$ 4,696.85	\$ 6,679.79	\$ 5,948.80	\$ 6,186.99	\$ 6,434.56	monthly invoice
<b>Village Cost</b>									
Initial uniform / equipment	\$ 2,000.00	\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00	Use of vehicle, radio, holster, asp. cel phone, specialty equip.
3 Month out of school + difference	\$25,788.59	\$ 24,720.68	\$ 25,206.08	\$ 27,165.67	\$ 38,260.85	\$ 34,079.25	???	???	
Training	\$ 500.00	\$ 500.00	\$ 500.00	\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00	Academy, SRO, Juvenile, Inv., Assoc/Conf
<b>Total Village Cost of Program</b>	<b>\$28,288.59</b>	<b>\$ 26,120.68</b>	<b>\$ 26,606.08</b>	<b>\$ 28,965.67</b>	<b>\$ 40,060.85</b>	<b>\$ 35,879.25</b>	<b>\$ 900.00</b>	<b>\$ 900.00</b>	

\* final year of agreement

# **BEECHER PUBLIC WORKS – SEPTEMBER 2023 MONTHLY REPORT**

## **WEEK OF SEPTEMBER 5<sup>TH</sup>, 2023**

DAILY WELL CHECKS – LIFT STATION CHECKS & SEWER PLANT TRAINING T & TH – WEEKLY PARK INSPECTIONS – DAILY VILLAGE HALL CHECKS – WEEKLY BRUSH PICK UP – PARK BATHROOMS DAILY – TEMPORARY REPAIR CL2 LEAK WELL #4 – MEET WITH COUNTY ABOUT INDIANA AVE PROJECT – COLD PATCH AROUND TOWN – REPAIRS TO LEAF MACHINES – WELTON STEDT SEWER REMOVAL WORK – CLEAN SOUTHFIELD POND SWALE –

## **WEEK OF SEPTEMBER 11<sup>TH</sup>, 2023**

DAILY WELL CHECKS – LIFT STATION CHECKS & SEWER PLANT TRAINING M-W-F – WEEKLY PARK INSPECTIONS – DAILY VILLAGE HALL CHECKS – CLEAN & OPEN BATHROOMS DAILY IN PARK – LOWER FLAGS AT ALL VILLAGE PROPERTIES - WEEKLY BRUSH PICK UP – INSTALL TOOL BOX IN 2022 F-250 – CREATE INVENTORY LIST FOR CORE & MAIN ORDER – 3 METER APPOINTMENT – WORK WITH COUNTY D.O.T. DRAINAGE ISSUES ALONG INDIANA – WORK ON NEW LEAF MACHINE – SHUT DOWN WATER AT INTERSECTION OF WOODWARD & PENFIELD FOR PROJECT – INSTALL CHILDREN PLAYING SIGN'S AT PASADENA & PRAIRIE – INSTALL SIGNAGE AT PICKLE BALL COURTS

## **WEEK OF SEPTEMBER 18<sup>TH</sup>, 2023**

DAILY WELL CHECKS – LIFT STATION CHECKS & SEWER PLANT TRAINING DAILY – WEEKLY PARK INSPECTIONS – DAILY VILLAGE HALL CHECKS – WEEKLY BRUSH PICK UP - CLEAN & OPEN BATHROOMS DAILY IN PARK – MOWING & WEED WHACKING -HAUL 3 LOADS OF ¾" AND 1 LOAD OF ROAD-MIX FROM MANTENO QUARRY FOR STORAGE – EMERGENCY LIGHTING ON NEW LEAF MACHINE – PENFIELD ST UPDATE MEETING – SIDEWALK BID OPENING, NONE RECEIVED – TAKE NEW BARRICADE DELIVERY AND PLACE IN STORAGE – MAKE REPAIRS AT VILLAGE HALL FOR FIRE INSPECTIONS – INSTALL "FIRE EXTINGUISHER" SIGNAGE AT ALL FACILITIES – TAKE 4 BARRICADES TO DUNBAR ST FOR WEEKEND BLOCK PARTY – WORK AT SEWER PLANT WITH OPERATOR MAKING REPAIRS – MARK ALL B-BOXES ON COUNTRY, MEADOW, AND ORCHARD FOR ASPHALT WORK

## **WEEK OF SEPTEMBER 25<sup>TH</sup>, 2023**

DAILY WELL CHECKS – LIFT STATION CHECKS & SEWER PLANT TRAINING DAILY – WEEKLY PARK INSPECTIONS – DAILY VILLAGE HALL CHECKS – CLEAN & OPEN BATHROOMS DAILY IN PARK - WEEKLY BRUSH PICK UP – MOWING & WEED WHACKING – 7 METER APPOINTMENTS – FINISH UP LEAF MACHINE – SHUT DOWN & WINTERIZE SPLASH PAD – PUT "NO PARKING" SIGN'S ALONG COUNTRY, MEADOW & ORCHARD FOR PAVING – PENFIELD ST UPDATE MEETING – CREATE FALL/WINTER TREE REMOVAL LIST – TAKE DOWN ALL FLAGS AROUND TOWN – WORK ON 2003 INTERNATIONAL TRAILER WIRING HARNESS