

Williamsfield Village Board Meeting  
March 6, 2017

The Williamsfield Village Board met in regular session on March 6, 2017 at 7:00 p.m. in the Village Hall. Present were trustees Connie Wight, Trudy Self, Lee Wight, Jim Folger, Pam Courson and President Gray. Also present were Treasurer Mary Rice, Tom Rice (R/O Plant) Village Clerk Tori Courson, Chief Robertson, Stanley King (R/O Plant), Andy Logsdon (Bruner, Cooper and Zuck), Andy Fritz (Spoon River Landscaping), Amy Maras, Debra Shultz-German, Susan Shultz and Glenna Thompson. Motion by Trustee C. Wight and seconded by Trustee Folger to approve the minutes as presented. Roll Call Vote - Self-yes; C. Wight-yes; L. Wight-yes; Tucker-yes; Folger-yes; Courson-yes.

New Bills:

**GENERAL**

Motorola Solutions	Computer Usage	\$ 34.00
West Central FS	Maintenance-gas, oil & diesel	\$ 41.39
West Central FS	Police-gas & oil	\$ 59.18
Wight Chevrolet	Service Tahoe	\$ 63.84
Staples	7 ink cartridges, binder, USB & paper	\$ 437.37
Royal Publishing	Kewanee Regional Ad – boys basketball	\$ 85.00

**TOTAL \$720.78**

**OPERATION & MAINTENANCE - WATER WORKS**

PDC Laboratories	8 Testing for Coliform & fluoride	\$ 376.00
Hawkins, Inc.	Chemicals	\$ 817.47
Armature Motor & Pump Co	Parts & repair starite pump	\$ 193.84
Brimfield Hardware	55 gallon garbage can liners	\$ 11.99
Lowes	Royal blue rustoleum for pump	\$ 9.91
HD Supply waterworks	Parts-inserts, clamps, servboxes remote meter	\$ 562.02

**TOTAL \$1,971.23**

Motion by Trustee L. Wight and seconded by Trustee Tucker to approve new bills. Roll Call Vote – Self-yes; C. Wight-yes; L. Wight-yes; Tucker-yes; Folger-yes; Courson-yes.

President Gray reviewed financial statements for the month. All were in order. Motion by Trustee Self and seconded by Trustee C. Wight to approve financial statement. Roll Call Vote- Folger-yes; L. Wight-yes Tucker-yes; C. Wight-yes; Courson-yes; Self-yes.

Public Comment: Amy Maras, Debra German and Susan Shultz voiced their concerns with the unsightly property at 105 N Elm St. The house adjacent at 115 N Elm St. is currently for sale and there have been possible buyers touring the home and felt like the property next door was an eye sore and a concern for environmental issues from the burn pile. Chief Robertson has been talking to the homeowners and advised them that the yard needed to be cleaned up, explained the burning ordinance, told the owners something had to be done with the unregistered vehicle on the property and advised them not to park on the sidewalk and in the yard. Chief Robertson assured the Shultz family that he is doing everything he can to get the property cleaned up and he has taken pictures so if the resident doesn't comply, Chief Robertson will issue a citation. Glenna Thompson was advised that the tires that are in her yard are a hazard because they collect water and then attract mosquitos. She stated that her tires are filled with dirt and she has flowers growing in them. Chief Robertson is going to follow up on the laws with tires in the yard. Andy Fritz representing Spoon River Landscaping passed out the plans and proposal for the next year for the Doubet Benjamin Park and Veterans Park the last 2 years of quotes for mowing, trimming and maintaining flower beds have been well under budget thanks to the volunteers keeping up with some of the maintenance. Andy proposed this year's quote at \$1,640 for maintain the parks and President Gray stated he is going to have the Village's maintenance department do more mowing and maintaining and he chose not to renew Andy's contract with the Village. Trustee Courson and Trustee Tucker voiced their concerns with the parks not being as nurtured and cared for like Andy and the volunteers have been doing the past few years. Stanley King attended a pipeline safety meeting with Russ Galbreath and Tom Rice.

Correspondence: U of I will be having a webinar on water systems that would be beneficial for Tom and Stanley to attend.

Maintenance Department: They are getting the equipment ready for spring.

Police Department: Chief Robertson has been addressing and warning the residents that have unsightly properties. The Paradise Casino donated \$1,200 to the Williamsfield Police Department. Trustee L. Wight asked how we can make sure that the money is used for police since goes in general fund and President Gray confirmed the money can be flagged for the police.

The following calls for service were handled by the police department for the month of February:

911 hang up	Unfounded
Driving complaint	Warned and advised
Fraud complaint	Report on file
Suspicious Vehicle	Unable to locate
Animal complaint	Owner picked up
(5) Nuisance complaints	All served notice to abatements
911 hang up	Handled for county/ no contact

**Citations issued in February:**

Violations	Citations	Warnings
Seatbelt	0	0
Speeding	0	3
Disobeyed Stop Sign	1	0
Ordinance Violations	0	0
Other	1	1

Park Report: Trustee Courson asked the board if Spoon River Landscaping’s maintenance work has been unsatisfactory to steer the board to not have the board renew the maintenance contract with him for the parks. The board has never heard a complaint and Trustee Tucker pointed out that they are always well under budget. Trustee Courson made a motion to vote on renewing Spoon River Landscaping contract and President Gray denied it because it was not on the agenda. Trustee Courson stated the ice cream social that is held at the park would like to display artwork from the school to entertain everyone attending. Trustee Tucker stated if sidewalks were installed out to the park that would encourage usage at the park.

Water Report: Tom Rice stated that the crews working on the light poles have been purchasing large quantities of water that will bring a little revenue in. Tom also stated he will need to purchase anti-sealant in the future and it is purchased about once a year.

Street Report: The maintenance department is getting the equipment ready for spring.

Old Business: Andy Logsdon from Bruner, Cooper and Zuck presented the only bid for the chemical change over at the R/O Plant; GA Rich & Sons, Inc bid the job at \$27,663. Andy felt like that was a reasonable bid and sometimes when the company comes in and physically sees the job that needs to be done the bid is sometimes decreased. Tom Rice and Stanley King are going to do some of the work with the changeover so the price would be considerably lower for the Village. Motion to reject the bid of \$27,663 from GA Rich and Sons by Trustee L. Wight and seconded by Trustee Folger. Roll Call Vote- Folger-yes; L. Wight-yes; Tucker-yes; C. Wight-yes; Courson-yes; Self-yes. The widening of highway 180 is in the works. Andy is going to start the process to see what is wrong with the Village's sewer draining issue. USDA offers low rates and grants and EPA funds may be available to help with the costs of repairing the draining system. Andy also informed the board that Motor Fuel Tax can be used to construct a new sidewalk as long as it's along the roadway. Motion to declare 5 properties in the Village unsightly by Trustee Self and seconded by Trustee L. Wight. Roll Call Vote- Folger-yes; L. Wight-yes Tucker-yes; C. Wight-yes; Courson-yes; Self-yes. The residents will be given a letter from Chief Robertson and will need to pick up the property within 10 days, if they do not meet those requirements; the resident will be given a citation. There are currently 4 insurance companies bidding on the Village's insurance. They will look at our current coverage and possibly change the coverage to match what the Village needs and then they will submit their bids to the board. The annual Audit for the Village was completed by Bluncker, Kneer & Assoc Ltd. They advised the following: The Village Board needs to be cognizant and review the monthly Treasurer's reports for any unusual income or expense, the Village needs to continue to consistently remit payments to the Sanitary District, while the Village Board should monitor revenue received from sewer fees and the payments made to the Sanitary District to ensure payments are remitted timely, since the Village is limited on increasing revenue, you must continually strive to control cash and costs and become a more efficient operating governmental unit, the Village should monitor and record lot sales as they occur. These transactions should be recognized as income on the accounting software before being applied to any outstanding debt; a system should be in place that another person or employee would be able to handle clerical and administrative tasks should the Treasurer not be able to perform these duties. The water collection system needs to be updated for the people who pay with online banking, the online bill paying system takes longer for the resident's checks to get to the water department, so the due date should possibly change or the bills will need to be mailed out sooner.

New Business: LUCA consensus project requested the Village to comply with the next consensus and they will be mailing out more information. Trustee

Tucker inquired how the donations funds are kept track to know where the money is going and suggested if it was put in its own separate account on the financial statement it is easier to tell where the money is being spent. Trustee Courson inquired about the dog leash law.

Motion to adjourn Trustee C. Wight and seconded by Trustee L. Wight.

The next meeting will be held on April 3, 2017.

Minutes approved as presented: \_\_\_\_\_  
Tori Courson - Clerk