

Williamsfield Village Board Meeting June 7, 2021

The Williamsfield Village Board met in-person on Monday, June 7, 2021 at 7:00 p.m. at the Norman Legion Hall. The public was invited to join via a free teleconference line due to COVID-19. Present were Trustees Michael Gray, Jeremy Eagle, Stuart Hickerson, Trudy Self, Julie Van Dran Andrew Scott was absent. Also present were Masen Hunt, Mary Rice (Treasurer), Tom Rice (R/O Plant), Tori Courson (Village Clerk) and Matt Tonkin (Village President).

Motion by Trustee Hickerson and seconded by Trustee Van Dran to approve the minutes from the May 2021 meeting as presented. All in favor. Motion carried.

New Bills: The following bills were presented for approval. Motion by Trustee Gray, seconded by Trustee Eagle to approve the bills as presented. All in favor. Motion carried.

GENERAL		
Vendor / Category	Details	Amount
Motorola Solutions	Computer Usage	\$52.00
West Central FS	Maintenance-Gas, oil & diesel	\$432.82
West Central FS	Police Gas & oil	\$157.00
Brimfield Hardware	(2) 3/4" Adapter, (2) 1/2" push coupling, and 4 pk 3/4" SB coupling	\$128.55
American Pest Control	1 Year Termite Service Agreement - Village Hall	\$260.00
Ladd's Food Mart	20 pkg AAA Batteries, paper products & etc.	\$23.97
Ingle Corp	Furnace Ignitor	\$98.87
Card Service Center	Flags, HP Ink & Adobe program for computer	\$373.08
Riverstone Group, Inc	23.75 Ton 1 1/8" Down Comm	\$23.06
Staples	Inker for time clock, file folders & recycling bags	\$98.55
Rask Transportation	Hauling 23.75 T from Riverstone Group	\$203.06
Wight Chevrolet	Tire disposal & tube grease	\$25.99
	TOTAL	\$1,876.95
OPERATIONS AND MAINTENANCE		
Vendor / Category	Details	Amount
Hawkins	Chemicals	\$1,079.63
PDC Laboratories, Inc	Testings	\$98.00
Core & Main	Couplings, washers, tubing center, snipper, touchpads & misc	\$1,297.19
Ladd's	Bathroom tissue oil & hand sanitizer	17.98
Brimfield Hardware	11 oz penetrating oil & 200 ct	\$22.18
Illinois Rural Water Assoc	Membership	\$315.50

USA Bluebook	Stainless Steel caps, tees, nipples, plugs, bushings, caps, tubes, valves and magnet	\$347.76
	TOTAL	\$3,178.24
<u>DOUBET-BENJAMIN PARK</u>		
Vendor / Category	Details	Amount
Ladd's Food Mart	Bathroom Tissue	8.99

Financial Statements: Trustee Gray provided details on the review of financial statements, percent over and percent under for the month. Motion by Trustee Gray and seconded by Trustee Van Dran to approve the financial statements. All in favor. Motion carried.

Public Comment: Masen Hunt stated he is interested in the maintenance department summer help position that includes mowing, weed eating and various other tasks. Motion by Trustee Self and seconded by Trustee Van Dran to hire Masen Hunt. All in favor. Motion carried.

Correspondence: President Tonkin received a calendar of auction dates for construction and ag equipment. After 18 months, the KP Hall USDA Grant has been officially approved. Tom Rice stated the roof is leaking and needs immediate attention, President Tonkin will reach out to Dan Billings.

Street Report and Maintenance Report: Trustee Scott (via email) stated Ed Lewis (Truro Road Commissioner) requested the Village reimburse the Township for salt used. Typically, the Township uses the Village's sand and the Village uses the Township's salt but the Township did not use any sand. Mark Niebuhr had been weighing the salt and the Village will pay the appropriate amount due. The Village will also need to purchase its own salt this year.

The maintenance department has been mowing more than weekly, new blades have been requested for the mowers, there was a request to repair a sidewalk at Caldwell Cottage, the big mower is now working properly, they will purchase road marking paint for the stop sign areas at Pine and Gale Street, they are going to focus on replacing culverts, sidewalks and water meters and have the summer helpers focus on mowing.

Police Report: The following calls for service were handled by the police department for the month of May:

POLICE REPORT

Category	Status / Resolution
(2) Alarm	Accidental
Theft	Report on File-solved
Suspicious Incident	Report on File
Suspicious Vehicle	Unable to locate
(4) 911 Hang ups	All unfounded/accidental

Wire Fraud	Report on file
Driving complaint	Provided for extra patrol
Suicidal Subject	County Handled
Assist Motorist	No Report

CITATIONS ISSUED IN MAY

Violations	Citations	Warnings
Seatbelt	0	0
Speeding	1	2
Disobeyed Stop Sign	1	0
Ordinance Violations	2	0
Other	0	1

Parks Report: Trustee Eagle stated the Parks Association met on May 25th; the garden club held a plant swap on May 8th, an Eagle Scout has a project to complete and suggested redoing the bricks by the pavilion; the Eagle Scout will plan and fund the project. There will be at least one disc golf tournament at Doubet-Benjamin Park, the hosts requested a couple of tee blocks be moved to make it more competitive, they will rope off out of bounds that will be removed after the tournament, they discussed selling food or having Double Take sell food; a portion of the entry fees will stay in the prize pool and a portion will be donated to Doubet-Benjamin Park. There are a couple of garbage cans being replaced at Doubet-Benjamin Park that easily fill with rainwater. The playground area's wood chips got flooded and the FFA was asked to assist in expenses to repair. There is a pad lock on the electric box at the pavilion and when parties/activities are held, the couple of people with keys are required to go to the park and unlock the box to turn on the power, Parks Association asked if the pad lock can be removed and Trustee Gray said it needed to be locked and suggested more keys be made and President Tonkin suggested a weather-proof combination lock be installed. Motion by Trustee Eagle and seconded by Trustee Self to purchase a weather-proof combination lock for the power box at the pavilion. The Parks Association asked once the emergency siren is re-located, the power supply be split and lead to the caboose for lights and an HVAC system to prevent moisture; the power usage will be on the KP Hall's power bill. The Park Association will fund the power hook up and the small increase on the power bill. Motion by Trustee Eagle and seconded by Trustee Hickerson. All in favor. Motion carried. Trustee Eagle stated the Baseball Committee needs to have a fundraiser because there will not be a concession stand this year and he asked permission to hold an event called "drink in hand kickball" it would be held near the sand volleyball pit and the Baseball Association would purchase a liquor license and insurance and a cup of beer would be sold to the teams, 8 teams of 6-8 people. The Board would like to review insurance policy before committing.

Veteran's Park Report: The Veteran's Park committee met and made edits to the draft drawing; Rita Kress's contractor will take 6-8 weeks for their drawing. The front part of the park will be Veteran's themed, and the back will be rail themed. President Tonkin did not

realize the business owners were not aware of the idea of installing a sidewalk between them to lead into the park; President Tonkin is going to follow up. A sidewalk can possibly be installed in the East alley connected to the cement pad planned for KP Hall and extend back (to the south). The final draft will be shown to the Village Board for comments, feedback, and their motion to approve. Trustee Scott (via email) stated it would be good to also have a drawing with the dimensions and planned location for the new sign. Moving forward, the main groups involved at Veteran's Park should establish a budget for the Village trustees to set expectations. President Tonkin stated the FFA would like to plan the farmers market for September, October or November to allow time to plan for funding, advertising and vendors.

Infrastructure and Maintenance Committee Report: Trustee Scott (via email) stated sidewalks and more streetlights are a must for Cottonwood Court and the new subdivision; the Rebuild Illinois Grant can possibly fund those projects. A new salt storage/facility is also a must, the current shed leaks and has made the salt unable to use and the leased ground prices rise 3% every year and is currently over \$3,000 a year; a location will need to be discussed and the possibility of MFT funding that project. The relocation of the emergency siren has been discussed; there is an available app that helps place emergency sirens by mapping out the coverage and building heights etc.

Water Report: Tom Rice stated a stainless-steel fitting was replaced and a service pump will eventually have to be replaced, and a small line leaked acid on the cement and walls but has been repaired and cleaned up. President Tonkin stated he noticed the 2 valves that are corroded at the RO Plant and Tom got an estimate to replace them a couple of years ago and believes they were around \$2,000 a piece to replace, if they did go out someone would have to be at the RO Building at all times until it was fixed, President Tonkin discussed replacing them with Andy at Bruner, Cooper and Zuck in the next water project, but it may be advisable to replace them before that because if they break we cannot have reliable water service.

COVID Status - The American Rescue Funds are still being processed and there is at this time no further guidance for municipalities.

Old Business: President Tonkin stated the water issue north of town will have to have a waiver completed in order to replace the water lines in a different location; there was another water leak 3 weeks ago, the homeowner agreed they would pay the previous water leak repair bill and the Village will pay for the most recent repair and the homeowner and Village will split all bills 50/50 until the water line is replaced. Trustee Van Dran asked how the install of water meters was going and President Tonkin stated they have installed multiple water meters and readers; the meters in crawl spaces are very difficult to replace; Mark Niebuhr suggested buying a drum to help dig and replace Tom Rice suggested purchasing the more expensive waterproof meter and reader for those. USDA will host a phone call to go over the final plan for the storm damage grant for the KP Hall repairs and President Tonkin invited the Board to attend; Trustee Hickerson will attend. Equipment and cement have been purchased out of MFT funds for sidewalk repairs. President Tonkin will follow up with Farmington Bank on online bill pay for water bills. President Tonkin emailed a list of Trustee Roles for the Board to fill/volunteer to handle like Parks and Ag Day, unsightly properties, budget, payroll, WADCO, grants, etc. President Tonkin stated the school is interested in making a soccer/football field in a part of the land in between the school and library; the Board discussed it's good for the Village to keep

assets and with COVID all the school activities were cancelled so that would potentially be off limits. The Village could possibly lease the ground to the school so the Village retain the land, there does not appear to be a rush and time to discuss a plan. President Tonkin and Trustee Eagle will follow up with Superintendent Farquer. The new phone system was installed and President Tonkin can easily access voicemail on his computer and forward them to the appropriate departments. Waylon Courson and Masen Hunt are the summer helpers for the maintenance department.

New Business: At the May meeting, Tom Rice asked if the Historical Society's water bill could be waived and the Board voted to waive it; Trustee Gray inquired about other non-profit organization's water bills being waived. Motion by Trustee Eagle and seconded by Trustee Self to waive the American Legion Hall's water bill also. All in favor. Motion carried. President Tonkin asked the Board members if they were comfortable moving the meetings back to the KP Hall after the repairs were done to the building; everyone agreed to move the meetings after the repairs. While updating the new garbage and recycle rates; it was discovered that Achievement Unlimited pays \$30 a month in garbage; Tori Courson is going to follow up with Buddy Bouchez to make sure that is an appropriate amount to continue to charge. Mark is looking into the apartments meter readings to see if they are not reading correctly; there is not a water leak. Trustee Gray offered to share his literature with any new members that he received from attending the Miller, Hall & Triggs training.

Motion by Trustee Self and seconded by Trustee Van Dran to adjourn the meeting. All were in favor.

The next meeting will be held on July 5, 2021.

Minutes approved as presented:


Tori Courson