

Williamsfield Village Board Meeting April 6, 2020

The Williamsfield Village Board met VIA Teleconference due to COVID-19 on April 6, 2020 at 7:00 p.m. Present via phone were President Tonkin, Trustees Trudy Self, Pam Courson, Michael Gray, Stanley King. Stuart Hickerson, Ryan Smith were absent. Also present were Chief Robertson, Mary Rice (Treasurer), Tom Rice (R/O Plant) and Village Clerk Tori Courson.

Motion by Trustee Courson and seconded by Trustee Self to approve the minutes of the March 2020 meeting as presented. Roll call vote. All in favor. Motion carried.

New Bills: The following bills were presented for approval.

GENERAL		
Vendor / Category	Details	Amount
Motorola Solutions	Computer Usage	\$ 34.00
West Central FS	Maintenance Gas & Oil	\$ 95.06
West Central FS	Police Gas & Oil	\$ 185.35
Bank of Farmington	Splicer & Vinyl tube and ink	\$ 69.30
Brimfield Hardware	Red brass nipples, 2/4 male coupler, 90D black	\$ 46.49
Verizon	Police	\$ 36.05
Ladd's	Batteries for Police Department	\$ 2.29
Illinois Municipal Treasurers	Membership Renewal	\$ 50.00
Staples	Ink & envelopes for Tori, Ink for Police	\$ 144.44
BNSF Railway Co.	Lease with 3% increase	\$ 302.52
Menards	2 pc pickup & mirror set, file set utility knife, constr	
	screws, tapcon powerbit, couplers & lumber	\$ 395.16
Tom Rice	Reimburse for Panasonic Keyboard for police car	\$ 22.19
	Total	\$ 1,382.85

OPERATION & MAINTENANCE		
Hawkins	Chemicals	
PDC Laboratories	Testing's	\$ 98.00
Ladd's Food Mart	Paper supplies, hand soap & batteries	\$ 17.86
Grainger	Electronic Ballast (2)	\$ 37.72
Staples	Bifold towels & C-fold towels	\$ 63.68

Bruner, Cooper & Zuck	Well Pump Recommendations	\$ 934.70
Bank of Farmington	Kaman Fluid Power- 5 seals	\$ 432.13
Hach Company	Chemicals for Testing	\$ 168.19
Lorna Yelm	Reimburse for ink	\$ 41.38
	TOTAL	\$2,793.66

	WATER GRANT PHASE I	
Bruner, Cooper & Zuck	Project Engineer	\$175.62

WATER GRANT PHASE II	Professional services	\$2,632.16
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Motion by Trustee King and seconded by Trustee Courson to approve the new bills as presented. Roll call vote. All in favor. Motion carried.

Trustee Gray provided details on the review of financial statements, percent over and percent under for the month. All were in order. Motion by Trustee Gray and seconded by Trustee Self to approve the financial statements. Roll call vote. All in favor. Motion carried.

Public Comment: None

Correspondence: Due to COVID-19 restrictions, the Williamsfield Easter Egg Hunt has been cancelled.

Street Report: Trustee King stated the maintenance department put down gravel in front of resident's houses and Maintenance will need to order gravel and cold patch.

Police Report: Chief Robertson stated some equipment is on backorder for the new squad car and will be in next week or so. He is going to compare the quotes to the bills before he turns them in. Chief Robertson put in his resignation from his position, Williamsfield's Chief of Police, he said he will help assist the Village in finding a suitable replacement, and will continue to perform some limited duties remotely such as scheduling police coverage in the Village until a replacement is found and hired. Because of COVID-19 restrictions, the Village will need to do interviewing by phone.

Parks Report: Trustee Courson stated the Parks Association had no meeting in March and the April 4th clean up day was cancelled. President Tonkin discussed Spoon River Landscaping's quote of \$2,590 for maintenance of the Parks for the year. Treasurer Mary Rice reported that \$900 has been spent the past two years. Motion by Trustee Self and seconded by Trustee Courson to accept Spoon River Landscaping quote. Roll Call Vote – Self-yes; Courson-yes; Gray-no; King-yes. Motion carried. Trustee Gray wants to make sure Andy speaks with Don and Mark in Maintenance to be clear on what tasks his business and what tasks Village Maintenance perform.

Water Report: NA

Maintenance Report: Trustee King stated the mowers are serviced and ready, they have started mowing, Mark owns a mower that they will be able to use to mow ditches, they are cleaning out the leased railroad building, they are locating and making a map of all water shutoff's which will be very helpful in emergencies. Don and Mark have replaced several water meters, but are now holding off until the COVID-19 restrictions are lifted. They are going to order 6 more water meters.

Old Business: The Maintenance Department replaced the load bearing wall in the Maintenance building and the roof has stopped leaking.

Motion by Trustee Gray and seconded by Trustee Self to pass the 2020-2021 Budget for the Village. Roll Call Vote – Self-yes; Courson-yes; Gray-yes; King-yes. All in favor. Motion carried. Trustee Gray pointed out that the revenue budgeted for might decrease because of layoffs, etc due to Covid19 and the expenses need to be watched closely. Rachel from Massie's added \$15,000 to the budget under Parks that is being donated from The Ralph Norman Foundation to be used toward maintenance of the Parks.

Trustee Courson is going to investigate grants for municipalities specific on late/unpaid water bills.

Trustee Hickerson submitted his letter of resignation, he will remain on the Board through May, the Board will take the next steps to identify candidates.

President Tonkin stated residents are concerned about vehicles that speed around town and failure to stop at stop signs. One resident asked if they could put up a caution, children at play sign to try to slow drivers down. The Board stated if it isn't obstructing the road they can.

President Tonkin stated Village Trustees and WADCO members had planned to get together to discuss mapping and strategic planning in late April, but that this had been postponed due to COVID-19.

President Tonkin, Don, Mark and Trustee Smith took pictures and discussed a few streets that need to be either filled with cold patch or oil-and-chipped using funds from Motor Fuel Tax. Neil Smith from Bruner, Cooper and Zuck is going to get an estimate.

Due to COVID-19 restrictions, the Electronic and Paint Collection Recycling scheduled for April 25th has been postponed until further notice.

New Business: The big clean up day is set for Friday, May 22nd. Whether it will go ahead will be determined at the next Board meeting depending on the COVID-19 restrictions at that time.

President Tonkin stated WIRC has a grant we could apply for to repair to the Village Hall and upgrade the water plant to EPA's requirements. The letter from the EPA stating what the Village is required to do will possibly help get the grant. The Grant could be up to a 75%

grant and the Village's portion would be 25%. Andy Logsdon from Bruner, Cooper and Zuck is working on the next phase of the water line project grant, the Village can request up to \$1 million and if the 75% is granted, the Village's portion would be 25% of one million. The preliminary engineering plan would need to be done first and there is also a grant the Village can apply for to assist with engineering fees. The EPA's required upgrades at the water plant could cost up to \$200,000 to and if the Village could obtain the \$1 million grant, they can upgrade the water plant, put an 8 inch main line loop out of the water tower for future upgrades and repair drainage at the Village Hall. If the Village isn't granted the 75% then the Village can back out of the grant.

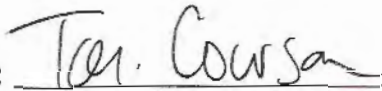
President Tonkin stated that some exterior aspects of the unmaintained house on Elm Street that has had several complaints over the years by neighbors, are being addressed, primarily the mowing and organization of trash and other items on the yard. The homeowner has spoken with one of the neighbors and indicated they do not intend to sell the property. President Tonkin will work with the Village attorney on the preparation of a letter to the homeowner.

President Tonkin stated the school has asked students to do a community activity. The sand volleyball pit at Doubet-Benjamin Park is overgrown with weeds and there are some kids interested in cleaning it up. President Tonkin and Lora would like to donate sand.

Motion by Trustee Self and seconded by Trustee Courson to adjourn the meeting. All were in favor. Meeting Adjourned.

The next meeting will be held on May 4, 2020.

Minutes approved as presented:


Tori Courson - Clerk