

Williamsfield Village Board Meeting November 6, 2023

The Williamsfield Village Board met on Monday, November 6, 2023, at 7:00 p.m. at the KP Village Hall. Present were Trustees Trudy Self, Stuart Hickerson, Andrew Scott, Lucas Leckrone and Nancy Everett. Trustee Julie Van Dran were absent. Also present were Pam Courson, Mark and Susan Ott, Andy Logsdon (Bruner, Cooper and Zuck) President Robert Johnson, Mary Rice (Treasurer), Tom Rice (R/O Plant), Nick Vlahos (Weekly Post), and Tori Courson (Village Clerk).

Motion by Trustee Scott and seconded by Trustee Self to approve the minutes from the October 2023 meeting as presented. All in favor. Motion carried.

Treasurer's Report: The following bills were presented for approval. Motion by Trustee Scott and seconded by Trustee Self to approve the bills as presented. Roll call vote – Everett-yes; Leckrone-yes; Hickerson-yes; Scott-yes; and Self-yes. All in favor. Motion carried.

<u>GENERAL</u>		
Vendor / Category	Details	Amount
Motorola Solutions	Computer Usage	\$64.00
West Central FS	Maintenance Gas & Oil	\$440.68
West Central FS	Police Gas & Oil	\$40.72
Miller, Hall and Triggs	FOIA request and review appropriation ordinance etc	\$412.50
Card Service Center	Ink, supplies from Staples & stamps	\$180.13
Ladd's Food Mart	Miscellaneous supplies & cases of water	\$76.05
Lampe Publications, LLC	Publish Annual Financial Statement	\$318.15
EB Buildings & Lumbar Co	File handle, 1 box nitrile gloves, mini tube cutter, & misc supplies	\$306.99
John Deere Financial	Martin Implement - Brimfield 4 oil filters	\$39.16
Wight Chevrolet	Oil & Filter	\$21.99
Verizon Wireless	Police	\$36.01
Royal Publishing	Girls Class 1A Volleyball 1/16 page ad Williamsfield /ROWVA Coop	\$100.00
Menards	Hose clamp, 6 pk yellow fleece gloves, 2 pr deerskin gloves, misc	\$212.73
Des Moines Stamp	Heavy Duty Credit Stamp	\$56.00
Brimfield Hardware	3 schlage keys	\$8.07
H&H Industrial Tool	Labor for repairs	\$34.95
Illinois Municipal League	Membership Dues	\$150.00

	TOTAL	\$2,498.13
<u>OPERATIONS AND MAINTENANCE</u>		
Vendor / Category	Details	Amount
Hawkins	Chemicals	\$910.88
USA Bluebook	Excel LMI pump & Myron Meter	\$2,623.67
Hach	1 PH buffer solution kit & 2 sample cell 6 pk	\$138.84
Brimfield Hardware	Keys, key rings service bulb, foil duct wrap & film tape	\$107.91
Mary Rice	Lowe's reimbursement for steelstik epoxy putty, water weld epoxy putty & Ah premium latex	\$17.74
Backhoe Joe's	Repair fire hydrant on W Knox, Oak St, E Gale St - 4: water main valve replacements on Oak & Kentucky, 2 valves at Oak and Lions & a 6" valve on Gale & Chicago & saw blades	\$10,387.00
Allegra Print & Imaging	1500 water bills	\$255.33
Bruner, Cooper and Zuck	Water main improvements Phase II USDA RD Grant Application	\$87,597.66
Core & Main	Meters, cables, washers, screws, touchpads etc	\$7,111.46
Rask Transpiration	21.57 T 1" down & hauling water project	\$475.61

	TOTAL	\$109,626.10
<u>AMERICAN RESCUE PLAN</u>		
Vendor / Category	Details	Amount
Core & Main	Meters, flange set (no lead) hex bolt & nut kit, washers & screws	\$2,947.98

President Johnson stated in years past, the Village has packed the miscellaneous receipts to offset the negative budget. Treasurer Rice read over the receipts and expenses on the financial statement; motion by Trustee Self and seconded by Trustee Scott to approve the financial statement. Roll call vote – Everett-yes; Leckrone-yes; Hickerson-yes; Scott-yes; and Self-yes. All in favor. Motion carried. President Johnson stated the auditors have been working with Treasurer Mary to clean up the books and post entries to make future audits smoother, the audit should be done at the end of the year. The Comptroller Office's has been in touch and are keeping an eye on the delinquent filing. President Johnson distributed the fixed asset list for the Village for each department to look over and add any inventory if needed.

Correspondence: NA

Public Comment: Andy Logsdon from Bruner, Cooper and Zuck stated the \$90,000 of engineering fees that the Village paid for phase II water project have been used up due to the previous bids completed in 2018 and prices have significantly risen, problems getting permits due to EPA's requirements; anytime there is a chemical change in water, a lot of paperwork is required to ensure there is no lead increase, an amended ordinance needed to be passed with the updated amounts of the loan/grant due to inflation. Bruner, Cooper and Zuck is asking for an additional \$50,000 (to not exceed) that can be added to the current loan for a total of \$140,000 for engineering fees. The Board asked how much work was left to do on the water project, Andy stated the drawings for the ground storage tank for the R/O Plant's has been approved and should be complete in December-January (the price has tripled since 2018), the tank is one of several requirements to be compliant with EPA's standards. The foundation and ground piping and indoor updates can be completed while waiting for the tank to arrive and the complete project will be complete in spring of 2024. Trustee Everett stated she understands the engineering side of it but the Board needs to have the tax payer's best interest in mind, she asked if the additional \$50,000 was to make up for past engineering fees that were unforeseen or for charges from this point on, Andy stated for this point on and the Village will be charged hourly and the engineer will only have to be at the R/O Plant half days versus full days for the underground water piping. The Board asked what BCZ would do if the Village could not take on the additional loan and Andy stated they would eat it, which they obviously do not want to do. President Johnson stated the Board just discussed being \$50,000 deficient on the 2023-2024 budget and the Village is losing money according to the water rate study, however, BCZ must complete the project because they are in a binding contract with the Village and the Board is not obligated to pay the additional \$50,000 that BCZ is asking for. Trustee Everett stated she felt the Village could not handle the burden of an additional \$50,000 added to the loan; Trustee Hickerson and Self agreed. The storm water study is waiting for the environmental study to come back then things will be finalized. Andy asked if the Village will be using Motor Fuel Tax for roads and sidewalks next year and President Johnson stated the east end of town will be priority The roof repair for the old maintenance shed which now stores salt and sand will be paid out of the Rebuild Illinois Fund.

Police Report: Chief Roberston stated he has spoken with the resident that had a complaint from a neighbor regarding the bright outdoor light, the resident stated he works 3rd shift and wanted his yard lit up while he was gone, he will look into a motion light or one that isn't as bright. The homeowner on Olive Street has been issued several citations for unsightly property and parking on the sidewalk, the citations have not been paid, Chief Robertson will follow up with the Village attorney to see what steps to take next. The following calls for service were handled by the police department for the month of October:

Sex offender verification	Negative contact
Person down	Medical/fire
Alarm	Accidental
Parking complaint	County handled

Domestic problems	Report on file
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CITATIONS ISSUED IN OCTOBER

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

Street and Maintenance Report: President Johnson stated our insurance will file a claim on the damage done on East Gale by the company BNSF hired to deliver heavy equipment then collect from the driver's or BNSF's insurance, the Village's attorney advised to send a letter to BNSF and the driver's company explaining the damage and claim; President Johnson met a BNSF representative at the Galesburg Legislative luncheon and he will follow up. Trustee Scott stated the garage door is installed at the new maintenance shed. He has requested the \$500 deposit on the truck the Village was going to purchase for the maintenance department from the dealership, the bulk salt order came in from Cargil. President Johnson emailed the quote for tires for the maintenance truck for \$497 from Walmart, motion by Trustee Scott and seconded by Trustee Everett to purchase tires. Roll call vote – Everett-yes; Leckrone-yes; Hickerson-yes; Scott-yes; and Self-yes. All in favor. Motion carried. The front seal is also leaking, President Johnson will take it to Big E's to get a quote for repairs. Trustee Everett will follow up on replacing the light in front of the KP Hall with LED. President Johnson spoke with Tim Farquer about the Sidewalks to School Project, Trustee Leckrone will work with the school to apply for the project; the school has a volunteer to help with the grant writing.

Water Report: TEST Inc (new water operator) has been working with Tom Rice, Treasurer Rice will supply 2 years of utility bills for the energy audit. Tom stated the aerator fan blade broke; Tom, Mark and Brayden repaired it. Mark and Susan are supplying Pam Courson with meter make/model/serial number for the spreadsheet required for the Munibilling water billing system, Trustee Everett is inputting the parcel/pin numbers. The new billing system will eliminate lost/misprinted invoices and give customers the ability to pay online, go paperless but still could pay at the R/O Plant. The Illinois Rural Water Association did a water rate study and after all water bills are paid, the Village is at a loss of \$67,292.03. The Village has been paying for these expenses out of the general fund; \$3.75 per 1,000 gallons are currently charged and in order to break even, \$10 per 1,000 gallons and an additional \$10 to offset the Village's 3 million dollars in debt for phase I and II water projects. According to section 11-129-6 of the Municipal code, the Village legally is required to charge customers enough to cover the cost of operation and maintenance and an adequate depreciation fund to pay the principal of and interest upon all revenue bonds; the Board does not have a choice and is required to raise rates to cover operating costs. Rates were not raised every year to keep up with inflation; therefore a substantial increase is required. The Illinois Rural Water Association stated they can give a

presentation to the Board and public to further explain the water rate study; the Board members stated they would like them to attend the December meeting for anyone that would like to attend. There is \$15,308 left in ARPA funds; 3 boxes of water meters costing \$10,000 need to be purchased to continue replacing broken meters; motion by Trustee Hickerson and seconded by Trustee Scott to spent \$10,000 of ARPA funds to purchase water meters from Core and Main. Roll call vote – Everett-yes; Leckrone-yes; Hickerson-yes; Scott-yes; and Self-yes. All in favor. Motion carried. TEST Inc, the new water testing company is requiring the R/O Plant to record daily levels digitally. Motion by Trustee Self and seconded by Trustee Everett to purchase a Dell desktop computer, HP monitor and Canon printer for \$1,077.13 from Best Buy and will be paid out of the ARPA funds. Roll call vote – Everett-yes; Leckrone-yes; Hickerson-yes; Scott-yes; and Self-yes. All in favor. Motion carried.

Parks Report: Pam Courson representing the Parks Association stated the October meeting was held on October 24th; Andrew Fritz has replaced the two dead trees at Doubet-Benjamin Park, Aggie has the new signs for disc golf, Lighting of the Park and Winterfest were discussed. Eric Bell wanted white string lights for the caboose and pavilion; President Johnson and the Karricks are donating some Thank you to both. They plan to leave the corbels natural with a sealer to match the ceiling in the pavilion, Pam has the Williamsfield signs, Wight Chevrolet painted the Sante Fe signs, and they are ready to be installed. Luann will call Galesburg and Peoria water department to see if they have any bricks available that will be installed in the spring. Luann will also call H & H for pricing on lamp posts. Eric gave an update on the Winterfest and the committee would like to ask the Village to participate at the KP Hall on Winterfest night and donate a door prize. Motion by Trustee Scott and seconded by Hickerson to approve a \$100 donation towards a door prize. Roll call vote – Everett-yes; Leckrone-yes; Hickerson-yes; Scott-yes; and Self-yes. All in favor. Motion carried. The Lighting of the Park will be November 25, the bigger decorations were put up November 4th. There have been a lot of reservations for the pavilion at Doubet-Benjamin Park this summer, thank you to our maintenance department for keeping the park looking so nice.

Old Business: Zoom meetings will be held on November 9th and 16th for the Village's new website through Revize. The furnace for the 2nd floor and the new copier/scanner/fax at the KP Hall are on the "to do" list. The tax levy ordinance will help pay a portion of the cost or maintenance of street lighting; the increase will equal \$6.27 a person a year. Motion by Trustee Leckrone and seconded by Trustee Everett to pass the Street Lighting Tax Levy Ordinance. Roll call vote – Everett-yes; Leckrone-yes; Hickerson-yes; Scott-yes; and Self-yes. All in favor. Motion carried.

New Business: Billtown Ventures LLC purchased The Truro and will now be called Underground Bar-b-que. The Village has several different logos and should have one universal logo; President Johnson will distribute the options and the Board will vote on one. Payclock.com is a payroll/timecard software that our auditors and our police department use that allows employees to punch in on their phones or desktop and easily produces payroll reports and quarterly and yearly tax reports to the state that are accurate and direct deposits the paychecks. The yearly tax levy ordinance will need to be voted and adopted at the December meeting in order to be filed at the

Court House by the deadline; minimum wage increase and the paid leave act were not taken into consideration when the 2023-2024 budget was passed; the Village has never included FICA taxes or street lighting in the tax levy. By January 2025, the Police Department will have to have 2 body cams and 1 dash cam, which were also not included in the budget. The Village also did not increase the taxes throughout the years to keep up with inflation; if the taxes are raised 10 cents a day for an average of 600 people, the Village will receive \$22,000 to help fill the \$50,000 "hole" in the budget. The Village's goal is not to make a profit but to break even. Motion by Trustee Hickerson and seconded by Trustee Everett to hold a tax levy hearing regarding the increased tax levy at the December 4th meeting at 7pm and to adopt the yearly tax levy. Roll call vote – Everett-yes; Leckrone-yes; Hickerson-yes; Scott-yes; and Self-yes. All in favor. Motion carried.

Motion by Trustee Self and seconded by Trustee Scott is enter executive session at 9:52pm to discuss employee compensation and performance. Roll call vote – Everett-yes; Leckrone-yes; Hickerson-yes; Scott-yes; and Self-yes. All in favor. Motion carried.

Motion by Trustee Scott and seconded by Trustee Self to exit executive session at 11:15pm. Roll call vote – Everett-yes; Leckrone-yes; Hickerson-yes; Scott-yes; and Self-yes. All in favor. Motion carried.

Motion by Trustee Leckrone and seconded by Trustee Scott to adjourn the meeting. All were in favor.

January 2024 meeting to be determined.

Minutes approved as presented: Ter. Coorsa