

## Williamsfield Village Board Meeting December 5, 2022

The Williamsfield Village Board met on Monday, December 5, 2022, at 7:00 p.m. at the American Legion Hall. Present were Trustees Trudy Self, Stuart Hickerson, Julie Van Dran, Andrew Scott, Jeremy Eagle and Nancy Everett. Also present were Jerry and Loraine Ladd, Harsh Puri, Pam Courson, Robert Johnson, Susan Ott, Mary Rice (Treasurer), Tom Rice (R/O Plant), President Matt Tonkin and Tori Courson (Village Clerk). The Trustees, Village President, Clerk, Treasurer, and several members of the public had convened earlier at 6 pm to conduct the Village caucus, which was completed by approximately 6:20 pm.

Motion by Trustee Eagle and seconded by Trustee Everett to approve the minutes from the November 2022 meeting as presented. All in favor. Motion carried.

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

<b><u>GENERAL</u></b>		
<b>Vendor / Category</b>	<b>Details</b>	<b>Amount</b>
Motorola Solutions	Computer Usage	\$52.00
West Central FS	Maintenance Gas & Oil	\$189.30
Brimfield Hardware	All weather roof cement & locking chain wrench	\$69.93
Staples	Chair and warranty	\$248.98
Verizon Wireless	Police	\$36.01
BNSF Railway Company	Land lease	\$30.00
Card Service Center	FEMCO, Inc (parts) and ink	\$379.32
Steven-Campbell Insurance	Tori Courson, Clerk - Bond	\$341.00
H & H Industries, Inc	Installation of Christmas lights	\$200.00
Lampe Publications, LLC	Notice of Caucus	\$20.00
Wight Chevrolet	Lens	\$51.03
German-Bliss Equipment	Truck test	\$32.00
Ladd's Food Mart	Misc. supplies	\$8.99
	<b>TOTAL</b>	<b>\$1,658.56</b>
<b><u>OPERATIONS AND MAINTENANCE</u></b>		
<b>Vendor / Category</b>	<b>Details</b>	<b>Amount</b>
Hawkins	Chemicals	\$1,331.97
Pace Analytical Service, LLC	Testing's	\$112.13
Armature Motor & pump co	Labor to evaluate Sta-Rite pump (not worth repair), new pump & parts	\$3,807.20

Brimfield Hardware	2 pack bulbs, bolts, nuts, washers & hand cleaner	\$60.39
Lyle Galbreath	Installation of new door at R/O Plant	\$375.21
Brimfield Hardware	Miscellaneous Hardware, monster tape, 3/8" elbow and bushings	\$98.92
	<b>TOTAL</b>	<b>\$5,785.82</b>
<b><u>DOUBET-BENJAMIN PARK</u></b>		
<b>Vendor / Category</b>	<b>Details</b>	<b>Amount</b>
Lambasio	Pump out bathrooms	<b>\$250.00</b>

Financial Statements: President Tonkin discussed the percent over and percent under for the month for review. Motion by Trustee Self and seconded by Trustee Everett to approve the financial statements. All in favor. Motion carried.

Public Comment: Jerry and Loraine Ladd stated they plan to sell Ladd's Food Mart to Harsh Puri. The sale should be final within the next 30 days. Harsh's family has a history with grocery stores; his family owns a grocery store in Bushnell and Mason City. Harsh is looking for support from the Board to move forward with applying for a liquor license; the Board supports the new owner. Susan Ott stated the water meter at Ladd's Food Mart is new and is read by a scanner gun, however, the meter shows the grocery store used around 8,000 gallons of water and they normally use 2,000-4,000; President Tonkin is going to have Mark Niebuhr look at it to make sure there isn't a leak. Susan also stated when she reads water meters people have approached her to complain about the Police department and the Police car being housed out of the Village. Trustee Van Dran stated she is the police liaison and Chief Robertson and her speak every week and Chief asked permission to house the vehicle due to parking challenges and other circumstances and Trustee Van Dran approved and told Susan she will be willing to talk to her after the meeting about her concerns about the police department.

Correspondence: NA

Street and Maintenance Department: Trustee Scott stated the maintenance department was able to break up the road salt that is stored in the RR shed and it is now ready to use on the streets on snow days, the culverts are cleaned out, the bandstand debris is cleared out, the GMC work truck that was having transmission issues could possibly only need a tune up.

Infrastructure and Maintenance Report: Trustee Everett stated the storm water study is at a standstill due to a \$34,000 to \$36,000 engineering fee proposed by BCZ; she would like to meet with "Local Roads" who possibly could reimburse for items that are paid upfront, they also have a maintenance plan we could possibly benefit from learning about. Trustee Everett will go to the Knox County Courthouse to see if the alley next to the food pantry and behind Double Take is vacant. President Tonkin stated Chief Robertson provided Galva's parking ordinances which

was sent to Massie and Quick LLC as a guide for Williamsfield's parking ordinances so parking spaces can be painted in the spring. The Board discussed the possibility of having a structural engineer look at the maintenance shed to repair the roof to expand the shed life for a couple of years; one option would be tear down and rebuild half of the shed in different phases but finding a place to store everything will be an issue; another option is building a new maintenance shed at Doubet-Benjamin Park on the leased farm ground but the land was just leased for 2 years to Jimmy Gibbs, the Board discussed whether the Will governing the use of the land parcels would allow that; it would save the Village the yearly lease paid to the railroad for the salt shed. President Tonkin is going to ask Mark Niebuhr how much longer the maintenance shed can survive. Trustee Scott stated Heath Smith quoted \$2000 for tree trimming on Elm Street and Troy Kirgan doesn't give fixed-price job quotes but instead charges about \$200 an hour including all labor, time, and materials. Motion by Trustee Hickerson and seconded by Trustee Scott to hire Troy Kirgan Tree Trimming to trim the trees on Elm Street All in favor. Motion carried.

Water Report: Tom Rice stated the entrance door at the R/O Plant was replaced, a water pump and motor went out and an electrician repaired the wiring. Andy Logsdon from Bruner, Cooper and Zuck relayed to President Tonkin they are hoping to get bids out in December for the second phase of the water project and will hopefully be completed by September 2023.

Police Report: Chief Robertson relayed to President Tonkin the home on Olive Street that has several nuisance ordinances have been cited for not complying; pictures and the citation has been sent to the Village legal counsel. Chief Robertson also stated getting police coverage has been and will be very difficult and that the former police employee Thanh Nguyen should be returning around the end of December or January. The following calls for service were handled by the police department for the month of November:

(1) 911 calls	Contact made with school-accidental dial
(1) person down	Medical/fire/county
Theft	County handled/report
Structure fire	Report on file-Poss cause wood

**CITATIONS ISSUED IN  
NOVEMBER**

<b>Violations</b>	<b>Citations</b>	<b>Warnings</b>
Seatbelt	0	0
Speeding	0	0
Disobeyed Stop Sign	0	0
Ordinance Violations	0	0
Other	0	0

Parks Report: Trustee Eagle stated Lighting at the Park was held on November 26<sup>th</sup> at Doubet-Benjamin Park and Winter Fest will be held on December 10<sup>th</sup> and the Parks Association is creating a wish list for memorials. Trustee Eagle is working on getting the quotes from Rick LaFollette for the soccer/baseball field project.

Veteran's Park: President Tonkin reached out to Massie's office about a donation from the Norman Foundation for the pavilion; since the library is almost paid off, they will donate \$20,000 towards the pavilion (\$53,000 is the estimated cost), the Village will need to start fundraising to have the pavilion completed by next summer to hold a centenary celebration. President Tonkin suggested a "go fund me" and possibly having the Village match donations up to a certain amount.

Old Business: The first KP Hall renovation project is complete, the funds will be deposited once the grant paperwork is complete. Massie's office emailed an updated liquor/gaming ordinance for the Board to look over and approve at the January meeting. The Winter Fest will be held on December 10<sup>th</sup> including a parade, most businesses will be open, hayrack rides etc. The Williamsfield Foundation voted to donate \$5000 towards the exterior cleaning of the water tower.

New Business: The Board reviewed the Tax Levy Ordinance increase of 5%; motion by Trustee Self and seconded by Trustee Everett to approve the tax levy. All in favor. Motion carried. The January 2023 meeting will be held on Tuesday, January 3<sup>rd</sup> due to the observance of New Year's on January 2<sup>nd</sup>. The Village Employees received a Christmas bonus of \$150 in 2021; President Tonkin suggested increasing it to \$175. Motion by Trustee Hickerson and seconded by Trustee Van Dran to give \$175 Christmas bonus for Village Employees. All in favor. Motion carried.

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

Next meeting will be held on Tuesday, January 3<sup>rd</sup> due to observance of New Year's Day.

Minutes approved as presented: Thor. Cow Sa