

Williamsfield Village Board Meeting August 7, 2023

The Williamsfield Village Board met on Monday, August 7, 2023, at 7:00 p.m. at the KP Village Hall. Present were Trustees Trudy Self, Nancy Everett, Julie Van Dran Stuart Hickerson, Andrew Scott and Lucas Leckrone. Also present were Neil Smith (Bruner, Cooper and Zuck), Mark Niebuhr, Stephanie Landon, Pam Courson Jeff Campbell (Stevens and Campbell Insurance), John and Kasey Cation, Susan Ott, Bradyen Boyer, President Robert Johnson, Mary Rice (Treasurer), Tom Rice (R/O Plant), Nick Vlahos (Weekly Post) and Tori Courson (Village Clerk).

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

Treasurer’s Report: The following bills were presented for approval. Motion by Trustee Everett and seconded by Trustee Self to approve the bills as presented. Roll call vote - Everett-yes; Leckrone-yes; Hickerson-yes; Scott-yes; Van Dran-yes; Self-yes. All in favor. Motion carried. Treasurer Rice stated the monthly water transfer will not cover the current invoice due to Bruner, Cooper and Zuck for \$39,635.55. The \$100,000 in a CD at the bank is earning 4.5%, the funds can be pulled to pay for the invoice and break the CD or the bank would lend the amount due at 3.5% interest. Motion by Trustee Scott and seconded by Trustee Van Dran to borrow \$39,635.55 from Integrity Bank at 3.5% interest. Roll call vote - Everett-yes; Leckrone-yes; Hickerson-yes; Scott-yes; Van Dran-yes; Self-yes. All in favor. Motion carried. Cavanaugh, Davies, Blackman & Cramblet will present the Village past 2-years audit at the September Board meeting. The tax-exempt paperwork for the Village’s new maintenance building has been accepted.

<u>GENERAL</u>		
Vendor / Category	Details	Amount
Motorola Solutions	Computer Usage	\$64.00
West Central FS	Maintenance Gas & Oil	\$337.72
West Central FS	Police Gas & Oil	\$79.11
Miller, Hall & Triggs	Legal Fees	\$687.50
German-Bliss	Truck test	\$42.75
Illinois Public Safety Agency	Police-\$50 per month for 6 months	\$300.00
Card Service Center	Ink	\$53.11
Brimfield Hardware	3/8" cyl carbide burr, 11oz penetrant, brake cleaner, Husq oil, vinyl tape, deck screws, blue & white marking paint etc	\$241.65
Ladd's Food Mart	Batteries, water etc	\$22.09
Mobile Team Training Unit IV	Membership dues for 5 Annual membership July 1 2023 - June 30, 2024	\$425.00
Verizon Wireless	Police	\$36.01

Massie & Quick, LLC	Communication for EPA Project, documents, Ordinance, publications	\$3,317.88
Stevens-Campbell Ins	Village policies & workman's comp	\$18,795.00
	TOTAL	\$24,401.82
<u>OPERATIONS AND MAINTENANCE</u>		
Vendor / Category	Details	Amount
Hawkins	Chemicals	\$1,272.08
Pace Analytical Service, LLC	Testings	\$138.08
Card Service Center	Wilson Paper bi-fold and tri-fold paper towels	\$107.04
American Pest Control	Termite Service Agreement for R/O Plant	\$260.00
Core and Main	Miscellaneous supplies	\$7,540.02
	TOTAL	\$9,317.22
<u>AMERICAN RESCUE PLAN</u>		
Vendor / Category	Details	Amount
D&D Pavement Solutions	Balance of spray patch	\$5,627.21
<u>MOTOR FUEL TAX</u>		
D&D Pavement Solutions	Spray patch various areas	\$19,998.79
<u>DOUBET-BENJAMIN PARK</u>		
Vendor / Category	Details	Amount
LaFollette Earth Moving	Work done on Ballard's lot	\$7,383.84
<u>WATER MAIN IMPROVEMENTS - PHASE II</u>		
Vendor / Category	Details	Amount
Bruner, Cooper & Zuck	Water main improvements - Phase II	\$39,159.94
Rask Transportations	21.57 Ton 1" down and trucking	\$475.61
	TOTAL	\$39,635.55

Treasurer Rice read over the receipts and expenses on the financial statement; motion by Trustee Self and seconded by Trustee Everett to approve the financial statement. Roll call vote - Everett-yes; Scott-yes; Self-yes. All in favor. Motion carried.

Correspondence: The Village Board received a letter from a resident on Knox Street complaining about an outdoor bright light on a home, Chief Robertson visited the home and hasn't heard back. Larry Lawson is retiring from the Sanitation and Water District in September. Elmwood Community Foundation sent a letter asking

the Village to support their Project of building their wellness center and invites anyone interested to attend their planning meetings. President Johnson will write them to confirm the Village of Williamsfield supports their plans. Trustee Leckrone attended their last meeting.

Public Comment: Stephanie Landon has run a licensed daycare out of her home for 17 years and has been in the daycare industry for 25 years and has cared for over 70 children; she constantly has a waiting list for people needing childcare and would like to expand her business to be able to care for more children, create revenue for the Village and offer jobs in the community; she gets calls from Galva, Oak Run, Galesburg, Peoria, etc asking if she has any openings. Stephanie has looked into purchasing buildings in the area but none of them met all of the State's requirements. Stephanie was asking if the Board would donate a piece of land at Doubet-Benjiman Park east of the barn park or south of the library. The land that was willed to the Village has very strict expectations of the land, the Board will research. Susan Ott would like to know the process to be able to view executive session minutes from 2018, 2019 and 2020. President Johnson told her she can fill out a form to request the minutes to Clerk Courson; he will meet with her later to assist her. Neil Smith representing Bruner, Cooper and Zuck stated he is the engineer on the current water project and everything is going smoothly; the water main behind the retirement home was discovered. He will check to see if the \$39,159.94 owed to BCZ discussed by Treasurer Rice could be added to the current water project loan. Neil stated later this week, they will start to connect water lines and test the pressure. They should be complete within the next month; the residents have been understanding and great to work with. The pipes are estimated to be from 1930s. There was a change order required from the IEPA requiring that we add a Corps of Engineers permit to the contract documents via change order. This is a blanket nationwide permit the Corps signed off on for the project during environmental reviews. It's for oil and natural gas pipelines near wetlands and bodies of water so nothing in the permit applies to this project nor does it affect any costs. Motion by Trustee Everett and seconded by Trustee Hickerson to approve the change order. Roll call vote - Everett-yes; Leckrone-yes; Hickerson-yes; Scott-yes; Van Dran-yes; Self-yes. All in favor. Motion carried. Jeff Campbell representing Stevens Campbell Insurance presented the Board the annual insurance premiums including photos of all properties covered; Jeff stated the Village saves a substantial amount in workman's' comp by having the maintenance department record the number of hours for what job was being completed. Mark Niebuhr stated 2 fire hydrants needed replaced and while replacing them, the valves were not functioning due to old age and unfortunately, the entire Village's water supply had to be shut off followed with a boil order; they tried to get the valves to work for an hour before they had to shut the water off. Backhoe Joe will be back to complete the repairs/replacements; President Johnson asked Mark to find out how much the Village owed to Backhoe Joe for the work completed so far; ARPA funds can be used to pay for the repairs, the funds need to be used. Shut off valves are \$3000 apiece and hydrants range from \$4000 to \$7000 a piece. Trustee

Scott asked if the maintenance department are in the middle of a project and need a tool or supply, are they allowed to go buy it at the time it is needed or do they have to wait until the next meeting to get it approved; President Johnson stated if the tool/supplies are needed immediately, the department has permission to purchase. John Cation voiced his concerns regarding vacating the alley in block 8 behind his home; he is concerned with the 10 feet of land he will acquire when the alley is vacated. He would want the land surveyed to show where his new properties lines are and there are multiple very large unhealthy trees that would now be his responsibility; he stated land surveys cost around \$2000 and getting the trees removed would cost around \$5000. He is also concerned with paying \$2000 out of pocket for the survey and risk the neighbor removing the new property lines like has happened in the past. He stated he would rather the section of property be given to Double Take than taking on the big costs. The Board will discuss its concerns with the Village's legal team and will revisit the topic at the September meeting. Pam Courson representing the Parks Association stated a meeting was held on July 25th, the new Veteran's Memorial Park pavilion will have a wood ceiling instead of metal ceiling installed based off suggestion, with can lighting and the lighting on the gable will be LED with a dusk to dawn timer. The 100-year Anniversary Celebration of Veteran's Memorial Park will be held September 17th from 5 to 7 pm. There are new arboretum signs ready to install at Doubet-Benjamin Park, Rick Smith is trying to save 2 trees that are stressed due to the drought. The Galesburg Kiwanis disc golf club has been enjoying playing at Doubet-Benjamin Park and held an evening glow round with a good turnout. A pickle ball court was discussed again, and they will research grants.

Police Report: UTV/ATV neighborhood vehicles permits are coming due September 1st. Chief Robertson or another officer will be available the first two weekends (Saturday), depending on weather for residents to drive up and get their permits renewed. To operate an ATV/UTV, the driver must be 16 and have a valid driver's license; issued permits can be suspended or revoked. The following calls for service were handled by the police department for the month of July:

(2) 911 calls	Accidental/problem solved
Alarm	Accidental/Vet Clinic
Animal complaint	Problem solved/checked okay
(2) Domestic complaints	1-Williamsfield handled/1 KC handled
Motorcycle Theft	Report on file

CITATIONS ISSUED IN JULY

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

Other	0	0
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Street and Maintenance Report: A trucking company that was delivering equipment to BNSF and was given incorrect directions/drop off site from his dispatcher and drove on East Gale Street which is not built to hold such a heavy load and caused \$3,000-\$4000 worth of damage of the road. The damage and photos have been sent out to the truck driver's company to get the repairs covered by their insurance; Jeff Cambell stated unfortunately, streets are not covered by insurance like vehicles are; he is waiting to hear back from the driver's insurance company. Scheeler Avenue and Norman Drive were oiled and chipped and looks good; East Gale was going to get oiled and chipped but due to the current water project, it will be done next year.

Infrastructure and Maintenance Committee: Trustee Everett stated the engineers are working on the plan for the storm water project and then a grant can be applied for. President Johnson is having the Village maps digitally transferred to flash drives for easy access for grants and projects. Trustee Everett will research the Safe Routes to School Grant and get in touch with the school to get their support because it will benefit the school. Nancy Everett stated all the Village streetlights have been converted to LED lights and the savings will reflect in the near future, the light in front on the old maintenance building is the Village responsibly to switch to LED which will be brighter and be more cost effective. Motion by Trustee Scott and seconded by Trustee Leckrone to get a quote on the cost of replacing the current light with LED. Trustee Leckrone reached out to Lee Wight and Kunes on purchasing a new Village maintenance truck; once the garage door is installed in the new maintenance shed, all vehicles will be parked in there and we can cancel the lease with the RR on the building used to store salt and sand. There were concerns with people driving too fast traveling north and south on Poplar Street from Gale Street to Kentucky Avenue and requested a stop sign to be installed; the concerned citizen was asked to attend the Board meeting but did not make it to the August meeting. Mark Niebuhr stated while replacing the water meters, about 1 in 10 do not have the correct plumbing hook up and the homeowner will be responsible to hire a licensed plumber to update the hook up. If the maintenance department broke a line while repairing themselves, insurance would not cover a flooded basement; there are about 200 water meters still needing to be replaced. President Johnson asked Treasurer Rice the process on the Illinois Rural Association Rate Study; she will get the required information and contact Larry Lawson as soon as possible for his portion of information before he retires. The maintenance department will need a new water line locator that is made for detecting new water lines for future repairs without damaging lines. Motion by Trustee Scott and seconded by Trustee Van Dran to purchase a new water line locator out of ARPA funds. Roll call vote - Everett-yes; Leckrone-yes; Hickerson-yes; Scott-yes; Van Dran-yes; Self-yes. All in favor. Motion carried. President Johnson stated the R/O Plant had a control panel fail, Tom Rice stated the screen was not working but is

working now. Tom Rice presented a quote from Core and Main for an extended warranty contract for the generator at the R/O Plant; 48 months-usage 2000 hours would cost \$3560 and 60 months-usage 2500 hours for \$4130; the generator currently has 75 hours of usage and was purchased 1/26/2016. The generator runs 30 hours per week for an auto-test but if there is a power outage, it could possibly run for 2 days at a time; a new generator would cost around \$20,000. The Board will revisit the contract at the September meeting. Pam Courson and President Johnson attended a zoom Munibilling water billing kick off meeting; they will need a copy of our current database to start transferring over to the new database. Treasurer Rice will transfer donations for the Veteran's Memorial Park pavilion to the Park's Association. The Board will discuss adopting the Ordinance to vacate the alley on block 8 at the September meeting; John Cation had valid concerns. Drivers would be charged with criminal trespassing to property if the alley is vacated and they drove through it, but it would be difficult for the police to catch drivers at the time of the crime. Treasurer Rice will get an ink cost compared to numbers of copies at her home printer to compare to a new copier/printer/fax. Revize Website has been paid the start up fee to take over the Village's website to make us complaint.

New Business: The Board discussed installing a sign on 78 and highway 150 near the Wight Chevrolet signs to notify unaware drivers there is a 24-hour gas station and grocery store located in Williamsfield; Trustee Everett stated IDOT has several sign programs and posting gas stations and grocery stores falls into outdoor advertising that requires permits through Springfield. Miller, Triggs and Hall looked into the Village current Tax Levy and stated the Levy to cover the cost of the Village's Social Security (FICA) contributions and the Levy to cover the cost of the Village's Street lighting 65 ILCS 5/11-80-5 could be increased by 5% to help cover cost increases the Village is facing. Ameren has significantly raised their rates and the new LED lights will take some time to reflect the savings; the Village cannot fall behind on expenses; the Board will discuss with the legal team at the September meeting.

Motion by Trustee Scott and seconded by Trustee Self to exit regular session.

Motion by Trustee Everett and seconded by Trustee Van Dran to enter executive session at 9:28pm to discuss the open maintenance position and paid leave for all workers act.

Motion by Trustee Van Dran and exit executive session and enter regular session.

Motion by Trustee Self and seconded by Trustee Scott to hire Brayden Boyer for the open maintenance department position. All in favor. Motion carried.

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

Next meeting will be held on Tuesday, September 5, 2023-due to Labor Day.

Minutes approved as presented: Top Course