

Williamsfield Village Board Meeting October 7, 2019

The Williamsfield Village Board met in regular session on October 7, 2019 at 7:00 p.m. in the Village Hall. Present were President Tonkin, Trustees Trudy Self, Pam Courson, Michael Gray, Stuart Hickerson, and Stanley King. Ryan Smith was absent. Also present were Kennedy German, Julie Kellogg, Jeremy King, Chief James Robertson, Treasurer Mary Rice, Tom Rice (R/O Plant) and Village Clerk Tori Courson.

Motion by Trustee Self and seconded by Trustee Courson to approve the minutes of the September 2019 meeting as presented. All in favor. Motion carried.

New Bills: The following bills were presented for approval.

GENERAL

Motorola Solutions	Computer Usage	\$ 34.00
West Central FS	Maintenance-Gas, oil & diesel	\$ 278.45
West Central FS	Police Gas & Oil	\$ 170.24
Bank of Farmington Card	Nena's Hardware, Home Depot, Office Max And Home Depot	\$ 159.75
Grainger	2 knob Locksets	\$ 49.74
Ladd's	Disinfect wipes	\$ 3.49
John Deere Financial	Oil filter (Martin Sullivan)	\$ 8.73
Lampe Publications	Financial Statement & Electronic & paint	\$ 569.10
BNSF Railway CO	Lease plus 3% increase	\$2,280.19
Sam Harris Uniforms	1 pair 6-pocket pants	\$ 207.90
Rask Transportation	Haul 22.46 Ton cold patch	\$ 179.68
Brimfield Hardware	Supplies	\$ 69.03
US Postmaster	1 year box rent	\$ 76.00
Henry County Hwy Dept	Summer Patch Mix	\$1,235.30
Wight Chevrolet	Antifreeze	\$ 16.99
	TOTAL	\$5,338.59

OPERATION & MAINTENANCE

Hawkins	Chemicals	\$ 713.87
PDC Hardware	Testing	\$ 380.00
Tom Rice	Reimbursement for phone batteries	\$ 19.65
Ladd's Food Mart	Paper Supplies	\$ 2.99

Tucker's Printing	2000 water & sewer bills	\$ 844.00
GrayBar	Anti-surge protector	\$ 83.16
Brimfield Hardware	5 -15 amp fuses	\$ 33.95
Oberlander Electric	Labor & material/troubleshoot motor	\$ 375.00
TOTAL		\$2,452.62

WATER LINE GRANT

Bruner, Cooper & Zuck, Inc	Engineering Fees	\$16,216.15
W.I.R.C	Administrative Costs	\$ 7,500.00
TOTAL		\$23,716.15

Motion by Trustee Gray and seconded by Trustee Hickerson to approve the new bills as presented. All in favor. Motion carried.

President Tonkin reviewed financial statements for the month. All were in order. Motion by Trustee Gray and seconded by Trustee Courson to approve the financial statements. All in favor. Motion carried.

Public Comment: Andy Lodgson representing Bruner, Cooper and Zuck stated phase one of the water project is almost complete. They just need to do some final cleaning and seeding. There were no major issues with the install. Trustee Hickerson asked what section of town should be next for the next phase and Andy stated it varies but with the upgrade, some of the lines are going to be easy to continue because part of the lines are ready for new hook-ups. Andy read the final contract listing quantities that were used; the estimate on engineering fee (design) was \$40,000 and the actual billed was \$36,459; the estimate on construction was \$60,000 and actual billed was \$36,596. There will be a remaining bill for seeding and drawings for records to locate lines and that should be approximately \$10,000. There is a 1 year warranty on water lines after the completion date of September 20, 2019; all workmanship and products are covered. Motion by Trustee Hickerson and seconded by Trustee King to approve the change order #2 of material quantities used for \$479,016. All in favor. Motion carried. Motion by Trustee Self and seconded by Trustee Hickerson to approve contract application #1 for \$431,114.40. All in favor. Motion carried. Motion by Trustee Hickerson and seconded by Trustee Self to acknowledge the completion date of September 20, 2019. All in favor. Motion carried. The Board and Andy discussed the next loan/grant options and differences between terms and interest rates with WIRC, EPA and USDA for the next phase. The applications will be open after January 2020 and the East end of town would be the next focus.

Julie Kellogg presented a copy of the original contest flier from 1990 "name the park contest." She stated her son Ryan Kellogg submitted "Williamsfield Veteran's Memorial Park" on October 1, 1990 and won. As part of the contest, a plaque was supposed to be made and displayed at Williamsfield Veteran's Memorial Park. Trustee Gray stated he is working on it.

Kennedy German representing Student Council requested permission to have the annual Homecoming Parade on Saturday, October 19th at 11am. Motion by Trustee Gray and seconded by Trustee Self to allow the parade to be held. All in favor. Motion carried.

Jeremy King representing Williamsfield Baseball Association would like to host another movie night to help raise funds for baseball equipment. He asked permission to have it October 12th at 7:30pm at Doubet-Benjamin Park and extend the curfew to 10 pm. It's the Great Pumpkin Charlie Brown and Hocus Pocus will be playing. Motion by Trustee Self and seconded by Trustee Courson to extend the hours of the park. All in favor. Motion carried.

Correspondence- The Williamsfield Library mailed out a flier asking for project ideas for a time capsule that will be buried for 50 years.

The National Litigation sent a letter stating the Village can join the litigation for PFAS in water in communities. The Board declined to join.

Susan and Mark Ott asked for reimbursement for an invoice from Wallace Surveying for \$400 from March 2019 pertaining to the land swap. They thought the Board was going to split it with them. President Tonkin was not in office when the invoice was discussed and he wanted to review the minutes and discuss the topic with the Ott's to make sure that is the only bill they want reimbursed on.

Street Report-More gravel was spread on the sides of the road. They will continue to put cold patch down. The ditch on Gale Street that Walsh Brothers repaired drained well after all the rain.

Police Report- Chief Robertson asked the Board if non-residents can apply for a ATV permit. He stated that even if they had a permit, they could not drive the ATV on county roads or Highways to get into town so they would have trailer their ATVs into town. President Tonkin stated he would like to eventually have trails for ATV's that led to different communities as an attraction. Motion by Trustee Hickerson and seconded by Trustee King to

allow out-of-town residents to purchase ATV permits. All in favor. Motion carried. Trustee Courson stated a couple of residents voiced their concerns about a refrigerator in a yard that is not locked and did not have the door taken off; Chief Robertson will look into it.

The following calls for service were handled by the police department for the month of September:

(2) Person Down	Medical
Suspicious incident	Report on File
(2) Driving complaints	1-report – 1-unable to locate
ATV/UTV complaint	Unable to locate
(2) 911 Hang up	Problem Solved

Citations issued in September:

Violations	Citations	Warnings
Seatbelt	0	0
Speeding	2	0
Disobeyed Stop Sign	2	1
Ordinance Violations	3	0
Other	0	0

Park Report-Trustee Courson stated the Williamsfield Parks Association met at the library meeting room on September 24. Ag Day was a big success. Thank you to everyone who made it possible. A reminder that the Local Landscape calendars are on sale for \$10. The park continued to be busy through September and there are a couple activities scheduled there for October. Thank you to our maintenance guys for keeping the park in good shape. The playground donor signs are up. Friends of the park paid to put down an extra layer of base rock for the caboose. Thank you to Russell Galbreath and Casey Doubet for their work on the steps. We have two estimates for window repair on the caboose. Over the winter months, a subcommittee will be formed for future plans on the caboose and Williamsfield Veteran's Memorial Park. There have been so many compliments on the flower planters in the business area. Thank you to those who planted and helped with all the watering.

Water Report- Tom Rice stated well pump #2 went out and he had to switch it out and will rebuild a spare. The computer control panel at the R/O Plant is broken, an electrician was there today. The warranty on the generator is almost expired; Tom spoke with Mike at Altorfer Cat Products and they suggested the 4 year warranty for \$2,880. An inspection costing \$1,500 to

\$3,500 can be avoided by continuing the 4 year warranty. Motion by Trustee Gray and seconded by Trustee Courson to approve purchasing an extended warranty from Altorfer Cat Products. Roll Call Vote – Self-yes; Courson-yes; Gray-yes; Hickerson-yes; King-yes. All in favor. Motion carried.

Maintenance Report-Trustee King stated the maintenance department helped with the water project and Lavidere helped them when there was an unrelated water line break. They are continuing to edge sidewalks. There was a sinkhole at the Village Hall, President Tonkin contacted a structural engineer to assess what to do and they determined the foundation wasn't compromised and they were able to fill the hole with concrete mix and used the leftover to fill in a hole near the sidewalk on Kentucky Avenue. The invoice from Galesburg Builders Supply was \$837. Motion by Trustee Self and seconded by Trustee Courson to pay the Galesburg Builders Supply invoice in September. Roll Call Vote – Self-yes; Courson-yes; Gray-yes; Hickerson-yes; King-yes. All in favor. Motion carried.

Old Business-Trustee Courson stated a lot of people appreciated the communication about the water shut offs and boil orders during the water project. President Tonkin stated Lavidere worked well trying to accommodate the Village and school on water shut offs.

The plan for sidewalk repairs was to keep Motor Fuel Tax for the roads after the water project. President Tonkin wondered if with some guidance on mix, size, thickness, etc., the Maintenance Department could try to repair sidewalks to try while saving the Village major expenses.

Trustee King looked into a lit stop signs for Pine Street and they are \$1,200 so he ordered (2) 30 inch stop sign and will paint a line on the road to hopefully get driver's attention.

The Maintenance Department has been using the new truck and Trustee King is looking into seat covers to help with wear and tear.

President Tonkin emailed all the Board members a spreadsheet on the Village's current salary and last pay raises, neighboring community's employee's salaries and the state and federal cost of living chart. The cost of living raise for the year would impact the budget by around \$1,000 and the raise will be added to next year's budget. Motion by Trustee Gray and seconded by Trustee Self to give the Village employees (excluding Police Department) the cost of living adjustment to their pay. Roll Call Vote – Self-yes; Courson-yes; Gray-yes; Hickerson-yes; King-yes. All in favor. Motion carried.

New Business-The Village's Trick or Treat hours will be Thursday, October 31st from 5pm to 8pm.

President Tonkin wants to organize a strategic plan for the Village that would be a 3-5 year plan to reach goals and analyze SWOT (strengths,


weaknesses, opportunities and threats). He reviewed other communities plans to help create one for Williamsfield.

The Village has to pass an annual Tax Levy, the minimum that the Levy has to increase is 5%. Motion by Trustee Courson and seconded by Trustee Gray to pass 2019-2020 Tax Levy Ordinance for the minimum increase of 5%.

Roll Call Vote – Self-yes; Courson-yes; Gray-yes; Hickerson-yes; King-yes. All in favor. Motion carried.

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

The next meeting will be held on November 4, 2019.

Minutes approved as presented: 
Tori Courson - Clerk