

Williamsfield Village Board Meeting December 7, 2020

The Williamsfield Village Board met in-person on Monday, December 7, 2020 at 7:00 p.m. at the Norman Legion Hall and the public was invited to join via Teleconference due to COVID-19. Present were President Tonkin, and Trustees Michael Gray, Stanley King, Pam Courson, Trudy Self, Andrew Scott, and Julie Van Dran. Also present were Chief James Robertson, Mary Rice (Treasurer), Tom Rice (R/O Plant), and Village Clerk Tori Courson. Susan Ott attended via teleconference.

Motion by Trustee Courson and seconded by Trustee Self to approve the minutes from the November 2020 meeting as presented. All in favor. Motion carried.

New Bills: The following bills were presented for approval. President Tonkin is going to follow up on workman's comp paid to Stevens-Campbell Insurance on how to classify what the maintenance department is working on to help decrease the total costs and classify under the specific jobs. Trustee Gray suggested moving the Caboose maintenance bill to the Parks category and renaming the Doubet-Benjamin Park category "Parks". Motion by Trustee Gray, seconded by Trustee Scott to approve the bills as presented with the above edits. All in favor. Motion carried.

| GENERAL | | |
|-----------------------------------|---|-------------------|
| Vendor / Category | Details | Amount |
| Motorola Solutions | Computer Usage | \$52.00 |
| West Central FS | Maintenance-Gas, oil & diesel | \$84.96 |
| West Central FS | Police Gas & oil | \$140.98 |
| Brimfield Hardware | Black coupling, 4 threaded rods, rags, power bit, brass coupling etc. | \$129.76 |
| The Weekly Post | Notice of Caucus | \$19.00 |
| Menards | Bleach, heavy duty tarp & 100 ct commercial ez clip | \$33.12 |
| Staples | 2 boxes of paper, 3 ring binder & Staples Plus Membership | \$139.55 |
| Wight Chevrolet | Oil Change & detail | \$190.62 |
| Central Butane Gas | Interstate Battery | \$204.95 |
| Illinois Municipal League | Membership | \$150.00 |
| Stevens-Campbell Insurance | Balance on Workman's Comp | \$1,949.00 |
| Card Service Center | HP ink | \$75.43 |
| Ladd's Food Mart | AAA & AA batteries, 24 pk water & tape | \$14.56 |
| | TOTAL | \$3,183.93 |
| OPERATIONS AND MAINTENANCE | | |
| Vendor / Category | Details | Amount |
| Hawkins | Chemicals | \$785.38 |
| PDC Laboratories, Inc | Testing's | \$98.00 |
| Altorfer - Cat | Yearly service on generator | \$2,605.17 |
| Harn R/O Systems, Inc | 3 drums anti-scalan | \$2,551.81 |
| Tom Rice | Reimburse - gas for snowblower | \$2.32 |
| | TOTAL | \$6,042.68 |

| PARKS | | |
|----------------------------|---|-------------------|
| Vendor / Category | Details | Amount |
| Andrew Fritz | Reimburse for replacement of memorialized trees | 416.53 |
| Rask Transportation | 86/84 T chips for path and hauling | 2138.44 |
| Spoon River Landscape, LLC | Caboose Maintenance - Veteran's Memorial Park | \$315.00 |
| TOTAL | | \$2,869.97 |

| MOTOR FUEL TAX | | |
|-----------------------|--|----------------|
| Bruner, Cooper & Zuck | Engineering Fee for street maintenance | \$33.96 |
| | | |

| WATER LINE GRANT #2 | | |
|----------------------------|--|-----------------|
| Vendor / Category | Details | Amount |
| Bruner, Cooper & Zuck | Project Engineer for Phase II Water Main Improvement | \$702.49 |

Financial Statements: Trustee Gray provided details on the review of financial statements, percent over and percent under for the month. All were in order. Trustee Gray did note that a close eye must be kept on expenses. Motion by Trustee Self and seconded by Trustee King to approve the financial statements. All in favor. Motion carried.

Public Comment: NA

Correspondence: President Tonkin stated there is a grant finder through IML that is no cost to the Village, Mediacom has increased rates and fees, Bruner, Cooper and Zuck sent the Village Christmas cookies.

Street Report: Trustee King stated they straightened streets signs, jacked up 2 sidewalks that could have been a danger; the slab by the water plant needs to be jacked up also. A way-finder sign was purchased and installed to direct people to the Graham Clinic.

Police Report: The following calls for service were handled by the police department for the month of November:

POLICE REPORT

| Category | Status / Resolution |
|-----------------|-----------------------------|
| (2) Person Down | Medical |
| Harassment | Report on File |
| Well check | No report |
| Suicide Attempt | County Handled |
| Theft | Report on File |
| Alarm | Bank (False Alarm) |
| Dog Bite | Report on File (AWT issued) |
| Dispute | Report on File |
| Warrant Arrest | Report on File |

CITATIONS ISSUED IN NOVEMBER

| Violations | Citations | Warnings |
|----------------------|------------------|-----------------|
| Seatbelt | 0 | 0 |
| Speeding | 1 | 0 |
| Disobeyed Stop Sign | 0 | 0 |
| Ordinance Violations | 1 | 0 |
| | | |

Parks Report: No meeting was held in November. There is a post on the "Life is Good in Billtown" Facebook page and the Parks Association page to encourage residents to decorate the cedar tree in front of the gazebo with seed ornaments for the birds.

Veteran's Park Report: President Tonkin stated the fourth meeting was held and the questions for the survey for registered voters were discussed; a draft survey was circulated and updated. Kress Industries will distribute and Tori Courson will receive the completed survey.

Water Report: Tom Rice stated the output pressure on well pump 3 was lowering a little; it might need to be rebuilt in the future. Resident's unpaid water bills were discussed and recognized.

Maintenance Department: Trustee King stated they fixed the water shut off that had been broken at Don Pool's residence, they located more shut offs, cleaned gutters at the maintenance building, the Christmas lights downtown were installed by H & H Hardware and \$100 was discounted for the delay in the installation. The garage doors have not been installed at the maintenance building yet, a new battery was installed in the Hummer and it is ready for snow.

COVID Status- The COVID-19 related grants that are available to the Village are not for loss of income to the Village such as on gaming sales tax or any other revenue but can be used towards increase in costs incurred such as for police patrol. President Tonkin submitted a survey to request the full amount Williamsfield could receive and later revised it to reduce the amount requested based on increased costs only. Mary Rice compiled the data for the last 8 quarters of the police payroll hours to compare and there was an increase of \$4,000. The CARES act may also be used towards internet and infrastructure cost assistance that will possibly cover the labor that was used for locates.

Old Business- President Tonkin reported Andy Logsdon from Bruner, Cooper and Zuck stated he is filling out forms for the water grant phase II. Andy submitted paperwork that focuses on the areas that the IEPA required updated. The loan can potentially forgive 50% of a loan up about \$800,000 to \$1million. Rick LaFollette fixed the erosion issue at the Village farm ground. Jimmy Gibbs gave President Tonkin a draft of the Lease for \$185 an acre. The grant to repair the KP Hall is still in process; Backhoe Joe is waiting for someone to come and inspect the door to widen at the HP Hall to comply. Massie and Quick, LLC are working on the letter to send to the resident with water line dispute on the south side of town where the Village fixed prior leaks and put in a shut off and the resident agreed to pay a portion of the recent line replacement but now will not cooperate. Massie's office is also working on preparing a letter for the resident on the north side of town where the Village repaired a line, but it also needs to have another repair done. President Tonkin is following up on the letter Massie's prepared for the unsightly property on Elm Street. Trustee Scott is going to follow up on speeding on Highway 180 and check on whether the speed limit sign can get moved further out of town.

New Business: President Tonkin stated he conversed with the Trustees on employees' salaries, time at job and hours to help decide the amounts on each employee's Christmas bonus, while trying to keep it fair; the employees received \$100 last year. Motion by Trustee Gray and seconded by Trustee Scott to give the 2 part time employees \$60 and the remainder of the employees will receive \$120. All in favor. Motion

carried. President Tonkin received information on the IDOT Truck Access Route Program and he is going research the information.

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

The next meeting will be held on January 4, 2021

Minutes approved as presented: _____
Tori Courson - Clerk