

Williamsfield Village Board Meeting April 5, 2021

The Williamsfield Village Board met in-person on Monday, April 5, 2021 at 7:00 p.m. at the Norman Legion Hall. The public was invited to join via a free teleconference line due to COVID-19. Present were Trustees Michael Gray, Stanley King, Pam Courson, Trudy Self, Julie Van Dran and Andrew Scott. Also present were Jeremy Eagle, Andy Logsdon (Bruner, Cooper and Zuck), Mary Rice (Treasurer), Tom Rice (R/O Plant), James Robertson (Police Chief), Tori Courson (Village Clerk) and Matt Tonkin (Village President).

Motion by Trustee Scott and seconded by Trustee Self to approve the minutes from the March 2021 meeting as presented. All in favor. Motion carried.

New Bills: The following bills were presented for approval. Motion by Trustee Gray, seconded by Trustee Courson to approve the bills as presented. All in favor. Motion carried.

<u>GENERAL</u>		
<b>Vendor / Category</b>	<b>Details</b>	<b>Amount</b>
Motorola Solutions	Computer Usage	\$52.00
West Central FS	Maintenance-Gas, oil & diesel	\$67.00
West Central FS	Police Gas & oil	\$145.49
Brimfield Hardware	(2) 3/4" adapter, antiseize lubricant, hitch ball, hand cleaner, etc.	\$174.32
Illinois Municipal Treasurer	2021-2022 membership	\$50.00
BNSF Railway Company	Rental of lease covering sit for pumphouse & cistern	\$311.60
Menards	125,000 BTU unit heater, 2 gal plus gas can & insert drive bit	\$815.97
Wight Chevrolet	Patch tire on Police car, fluid & winter blade	\$45.61
Card Service Center	Home Depot-POWMIA & US flags, American Legion Emblem -US flags & ink	\$200.79
	<b>TOTAL</b>	<b>\$1,862.78</b>
<u>OPERATIONS AND MAINTENANCE</u>		
<b>Vendor / Category</b>	<b>Details</b>	<b>Amount</b>
Hawkins	Chemicals	\$690.08
PDC Laboratories, Inc	Testings	\$98.00
Ladd's Food Mart	Paper products & cleaner	\$14.68
Backhoe Joe's	Water line repair on S Walnut St	\$1,800.00
	<b>TOTAL</b>	<b>\$2,602.76</b>

Financial Statements: Trustee Gray provided details on the review of financial statements, percent over and percent under for the month. Trustee Gray inquired where the receipt of the original \$15,000 (now \$11,336.57) Ralph Norman Foundation donation to the Park

Association was shown. The transfer of the funds from the Village account to the Parks Association showed up as an expense under the Doubet-Benjamin Statement. Treasurer Mary Rice will follow up. Motion by Trustee Gray and seconded by Trustee Van Dran to approve the financial statements. All in favor. Motion carried.

Public Comment: NA

Correspondence: President Tonkin received a guide from the IEPA listing American-made items that should be used like iron and steel, labor requirements etc. in the pending IEPA loan-supported water project. He also received water quality sampling information that is handled by Larry Lawson; and a flier for Elected Officials Municipal Law Seminar held by Miller, Hall & Triggs on Saturday, May 15 from 9:00am to 11:30am. Trustee Gray recommended everyone to attend.

Street Report: Trustee King stated the maintenance department reshaped culverts, put a stop sign back up that had blown over, helped resolve the water leak on South Walnut Street. He also stated that the Landons on Gale Street are going to buy tile for their ditch; a load of gravel and sand was laid over their ditch several years ago that was not requested by the homeowners and it's now unsafe for small children because they can easily run in between vehicles into the road. The Village is going to dig the ditch and seed it after the tile is installed by a contractor working for the Landons (most likely Rick LaFollette).

Police Report: Chief Robertson pointed out to the Board members that the calls of service were doubled for the month of March compared to several past months, he will be addressing unsightly properties and follow up on unpaid ordinance violations. Trustee Van Dran voiced her concerns with reduced funding for the police department during the discussion of lowering the police budget for 2021-2022; she stated her Ring security has a report and there were 37 times Knox County was called within the city limits for theft, battery etc. since December and she feels like the police are needed to patrol. The Board agreed with her and they had set the police budget back to the same as 2020-2021. The following calls for service were handled by the police department for the month of March:

**POLICE REPORT**

<b>Category</b>	<b>Status / Resolution</b>
(3) Threats complaints	Report on File
(2) Person Down	Report on File
(7) Alarm calls	All of which were unfounded
(2) 911 hang up	Report on File/Accidental
(2) Fraud Complaints	Report on File
(1) Battery report	Report on File
Check well	No Report
Disturbance	Report on File
Other animal Complaint	Problem Solved

### CITATIONS ISSUED IN March

Violations	Citations	Warnings
Seatbelt	0	0
Speeding	0	0
Disobeyed Stop Sign	5	1
Ordinance Violations	5	0
Other	0	0

Park Report: Trustee Courson stated there was no official meeting for March, the mini golf course opened for the season on Saturday, April 3<sup>rd</sup>. A workday is planned for the 17<sup>th</sup> at 9:00 for mulching trees-volunteers are asked to bring wheelbarrows, rakes and pitchforks. Hopefully, they can get some kids involved to help them with their community service hours. Garden club will be hosting another perennial plant swap on May 22<sup>nd</sup> at 9:00 at the pavilion. A butterfly garden is being planned near the bridge area and volunteer has agreed to maintain it. The association is in the process of getting exterior painting estimates for the caboose and electrical estimates for the interior.

Veteran's Park Report: President Tonkin stated the committee met on March 23<sup>rd</sup> at the Legion Hall and President Tonkin prepared graphs to summarize the results of the 160 surveys that were turned in by community members, the strongest request is a farmers/craft market; the committee will organize and identify interested vendors, it's believed a farmers market would be something all ages would enjoy and draw people to the park. The second biggest response was with regard to the bandstand; the community acknowledged the bandstand is an important part of history but in very bad shape also. President Tonkin is going to reach out to Lyle Little from Galva about relocating the emergency siren because he has knowledge about coverage and key locations for the siren.

Water Report: Nothing to report.

Maintenance Department: Trustee King stated they purchased a new lawn mower for \$9,520.00 and \$10,000 was budgeted; Trustee Scott assisted in the negotiation of the price. Some frisbee golf signs fell over and need a longer post at Doubet-Benjamin Park, several limbs fell from the recent winds, they purchased a weed eater and leaf blower from Brimfield Hardware to get the sand and mulch off the playground area. Casey Doubet has the Ford tractor to replace the fuel injector system. Treasurer Mary Rice inquired whether the Village would get a loan for the mower and the Board and President Tonkin decided that because it was budgeted for and the Village finances currently could pay for it, there was no need to incur the interest of a loan.

Covid impacts and grants – President Tonkin discovered on the CARES Grant, that not only additional labor during COVID can be covered but actually all labor hours by the police department might be covered and if accepted the Village could receive its full allotment of nearly \$24,000; Treasurer Mary Rice and President Tonkin scanned and uploaded several documents to apply. In addition, the Village is eligible for \$70,000 from the 1. American Rescue Plan Act (ARPA); Sherry Bustos office is providing webinars with more details as is the IML; Trustee Van Dran stated the Village might think about police body cameras that are soon going to be required.

Old Business: Andy Logsdon representing Bruner, Cooper and Zuck gave a quick review on the process for the Phase II water project, he stated he submitted the paperwork to IEPA, it will take 2-3 months before full approval, there will be a public meeting held for public comment and questions, the comments and questions will be submitted to IEPA, the design will be drawn, the formal loan application will be submitted, then a letter of commitment will be given guaranteeing the funds. Andy stated it is looking like spring of 2022; a lot of contractors like to do a project start to finish instead of starting in one season and resuming later. Andy presented a map of the Village with the streets highlighted for oil and chip that will be covered by Motor Fuel Tax. Andy stated you always want to borrow high in case more funds are needed, and any unused funds can be put back in the MFT fund. Andy submitted for \$42,000 which included oil and chip on North Park Road, Cottonwood Court, Scheeler Ave, part of Park View Street, part of Oak Street, Legion Road and concrete for the sidewalks; the cost should be \$38,789.64 which does include \$6,348.75 from Rebuild Illinois Funds. Motion by Trustee King and seconded by Trustee Scott to approve Bruner, Cooper and Zuck to move forward with the MFT funds being used for oil and chip and concrete for sidewalk repairs. All in favor. Motion carried. President Tonkin stated he has to submit the last of the paperwork to USDA for the KP Hall renovations following a public meeting that has been advertised in the newspaper and around town, will be held April 14<sup>th</sup> at the KP Hall so the public can see what needs to be done and the public will have an opportunity to comment and ask question about the project, the comments and questions will be submitted then the renovations will move forward. President Tonkin stated he would like to assign Trustee Roles with the transition of Trustees in May; with roles assigned and follow up emails in between meetings for reminders and progress reports. Trustee Courson stated she is still viewing Clayton's VHS tapes which includes a lot of recorded television shows; there are several slides and 8mm reels that she can not view. Since May is Trustee Courson's last meeting, she volunteered as a resident to continue to view the tapes to find the recorded parades and local activities. Motion by Trustee Gray and seconded by Trustee Courson to approve the 2021-2022 budget with one change; on the added Water Bond and Sinking Interest Account, the amount needs to be changed from \$52,800 to \$26,400 to match the loan repayment engineering fees under water works. Treasurer Rice stated the block building loan has been paid off.

New Business: Bouchez Trash Hauling will have a big cleanup day on Friday, May 7<sup>th</sup>, please read the fliers to see what items are accepted. President Tonkin spoke with Mid-Century about the Village phone system upgrade; the new features will have auto routing and voicemail and email for the KP Hall, police, maintenance, and water departments. President Tonkin asked the Board if everyone was still comfortable hiring "teenage" summer helpers to help mow grass, weed eat and other duties while the maintenance department focused on sidewalk repair this summer. Everyone was in favor; an ad will be published seeking employees. Ordinance 2021-02 – Water Ordinance needs to be updated due to Bouchez Trash Hauling and Eagle Enterprises new rates. Trash hauling will be \$10.00 a month per individual pick up for 2021-2022 and \$10.50 a month per individual pick up for 2023-2024. Eagle Enterprises will be \$5.65 per household for 2021-2022 and \$5.82 per household for 2022-2023. Motion by Trustee King and seconded by Trustee Courson to pass the new rates in the water Ordinance. President Tonkin and Trustee Scott have been discussing forming a committee to set and complete long-term and short-term infrastructure and maintenance goals for the Village and, research and apply for grants, etc. The Village Board would make all final decisions. Motion by Trustee Scott and seconded by Trustee Van Dran to move forward and seek members for the Village of Williamsfield "Infrastructure and Maintenance Committee". All in favor. Motion carried. Trustee King stated there are 2 trees growing through sidewalks and he wasn't sure if the sidewalk should be fixed by going around the tree towards the road or on the homeowner's property. Trustee Scott stated Princeville's sidewalks go towards the streets.

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

The next meeting will be held on May 3, 2021.

Minutes approved as presented: Tori Courson  
Tori Courson