

Williamsfield Village Board Meeting June 1, 2020

The Williamsfield Village Board met via Teleconference due to COVID-19 on June 1, 2020 at 7:00 p.m. Present via phone were President Tonkin, Trustees Trudy Self, Michael Gray, Stanley King and Pam Courson. Trustee Ryan Smith was absent. Also present were Andrew Scott (joined later in the meeting), Susan Ott, Chief Robertson, Mary Rice (Treasurer), Tom Rice (R/O Plant) and Village Clerk Tori Courson.

Motion by Trustee Courson and seconded by Trustee Self to approve the minutes of the May 2020 meeting as presented. Roll Call Vote – Gray-yes; King-yes. All in favor. Motion carried.

New Bills: The following bills were presented for approval.

GENERAL		
Vendor / Category	Details	Amount
Motorola Solutions	Computer Usage	\$34.00
West Central FS	Maintenance-Gas, oil & diesel	\$465.37
West Central FS	Police Gas & oil	\$243.79
Bank of Farmington card	Ink	\$42.49
Verizon	Police	\$36.05
Lampe Publications	Ad for clean-up day	\$132.00
Princeville Tire Solutions	Lock ring	\$70.00
German-Bliss	Spindle assembly and washers	\$314.64
Wight Chevrolet	Tire disposal, change oil, mount and balance tires, replace front brake pads and replace radiator and bled coolant system	\$744.90
WRIC	Village Hall grant application	\$500.00
	TOTAL	\$2,583.24
OPERATIONS AND MAINTENANCE		
Vendor / Category	Details	Amount
Hawkins	Chemicals	\$2,525.79
PDC Laboratories	Testings	\$353.00
Altorfer Inc	Replaced generator heater, added coolant and repaired rain cap on generator	\$909.26
Matt Tonkin	Reimburse for Lorna's computer	\$679.97
Illinois Rural Water Assoc	Membership	\$307.50
	TOTAL	\$4,775.52

DOUBET-BENJAMIN PARK		
Vendor / Category	Details	Amount
Spoon River Landscaping	General labor or pruning & mulching. Applied herbicide to trees and bed	\$725.00

Motion by Trustee Gray and seconded by Trustee King to approve the new bills as presented. Roll Call Vote – Courson=yes; Self=yes. All in favor. Motion carried.

Trustee Gray provided details on the review of financial statements, percent over and percent under for the month. All were in order. Motion by Trustee Gray and seconded by Trustee Courson to approve the financial statements. Roll Call Vote – King=yes; Self=yes. All in favor. Motion carried.

Public Comment: NA

Correspondence: President Tonkin stated he received a formal notice from USDA stating the pre-application was accepted for the water grant process and the final application could now be submitted. He is working with Mary Rice (Treasurer) on this.

Street Report: President Tonkin stated Don Smith and Mark Niebuhr have been cold patching in 3 main areas to get ready for oil and chipping, they will need to order more cold patch soon, which can likely be covered by the \$10,000 designated to cold patch in the Motor Fuel Tax. Trustee Gray stated the culvert on Pine was ran over by a vehicle and is collapsed and needs attention soon, he also stated all culverts need to be checked for proper water flow. President Tonkin indicated that Mark Niebuhr suggested purchasing double wall pvc pipe for culverts which is cheaper, but President Tonkin wants to make sure it is strong enough and will follow up with Trustee King on this.

Police Report: Chief Robertson stated the new squad car will be delivered and ready to patrol on June 8th and the Tahoe's equipment will be removed and it will be ready to be sold. Chief Robertson also stated the Police staff are working on unsightly properties. President Tonkin stated he is in correspondence with the Knox County Sheriff's Department for advice on appropriate policing levels and security for our Village's size. Four applications have been submitted for the Chief of Police position; President Tonkin reached out to all 4 and heard back from 2 applicants so far.

Parks Report: Parks Association would like to remind everyone to contact Pam to reserve the pavilion at Doubet- Benjamin Park if restrictions are lifted.

Volunteers replanted the butterfly garden. Garden Club held a plant swap on May 23 and extra leftover plants were planted in the garden.

It's been requested that in the future, we are contacted before any trees or shrubs are removed from the arboretum as many plants and trees bud and leaf out a lot later than others. Many of our trees and plants are planted by volunteers and donated in memory of a loved one.

Mark has mentioned replacing a field tile by the metal bridge. That would be great as flowers are being drowned out in that area.

The tall grass areas look good and add to the disc golf course. Thank you to our maintenance guys for everything, the park looks great.

One of the parks association's goals for this year is to resurface and extend the walking/bike path from the restrooms to the north parking lot and back to the path. Five years ago, when the path was resurfaced, we had many volunteer workers and tractors and used shovels. Mark thinks he can use a spreader to do the resurfacing if that would be approved by the village board.

We'd like to set a date for a subcommittee meeting regarding Williamsfield Veteran's Memorial Park, hopefully for some time in June with two village trustees, two Legion members, two DAR members, and two parks association members if everyone is comfortable meeting by then. Trustee Courson, Trustee Gray and President Tonkin volunteered to be members of the subcommittee.

The \$15,000 donation from the Ralph Norman Foundation to the Park Association that aligns with the Parks goals for 2020 was sent to the Village. President Tonkin suggested writing one check to the Parks Association, so the Village did not have to write a check every time a bill was issued and didn't have to administer another account. Trustee Gray wanted the money to stay in the Village account because only the revenue was included in the Annual Budget and so the Village Board could monitor and control the funds. Trustee Gray indicated that transferring all the funds now would create a large expense variance. In fact, although the schedule and scope of likely expenditures against that donation was unknown and unspecified by the Norman Foundation at the time the Budget Ordinance was passed (April 6th) a line item cost under Park Maintenance offsetting the \$15,000 donation was included in the budget ordinance passed by the Trustees at that time. President Tonkin indicated that after the Budget Ordinance was passed at the April 6th Village Board meeting, he received instructions from the Norman Foundation in late May regarding the basis for the \$15,000 donation that he forwarded to Mary Rice (Treasurer) May 26th and to the Trustees during the June 1st Board Meeting. Motion by Trustee Gray to keep the donation on Village books and seconded by Trustee King. Roll Call Vote – Courson-no; Self-yes. Motion carried.

Water Report: Tom Rice stated the RO membrane failed to start a couple of times and he had to reset it in the night, when it quits, an electrician will have to look at it. Trustee King asked Tom about a lot of water usage and they wonder if it is caused by FS spraying.

Maintenance Department: Trustee King stated Waylon Courson and Dylan Tucker were hired to help with the mowing around town and Mark stated both were working hard. They have been mowing and spraying weeds. President Tonkin stated if Mark and Don run out of cold patch and are at stand still, they are going to work on repairing the sidewalk on East Gale Street. President Tonkin indicated he would enquire of Andy Logsdon (Bruner Cooper and Zuck) whether cold patch purchases made soon could be recovered against the requested MFT funds.

Old Business: President Tonkin nominated Andrew Scott for Stuart Hickerson's vacant Trustee position, he asked the Board if they had any questions or concerns. Motion by Trustee Gray and seconded by Trustee King for Andrew to fill the vacant position. Roll Call Vote – Courson-yes; Self-yes. All in favor. Motion carried.

There is no update on the Mapping plans until WADCO can meet again after the COVID-19 restrictions are lifted.

President Tonkin stated he received information from IML that the Village will see a 10-15% drop in Motor Fuel Tax this quarter because of the stay at home order resulting in less fuel being purchased and lower gas prices.

President Tonkin and Trustee Courson have been researching COVID-19 related grants. Trustee Courson found the Village needs to keep good records of drops in revenues and any increase in payroll or other expenses due to COVID-19 for future COVID-19 related grants. President Tonkin did find a "Rebuild Illinois Grant" and he contacted Andy Logsdon from Bruner Cooper and Zuck to see if it would be applicable with the water grant, but it is not. President Tonkin did apply for under the storm management order to fix the broken tile and collapsed sink hole at the KP Hall. The pre-application and application have been approved for potentially \$9,300 toward the \$12,000 in repairs plus the \$500 WIRC admin fee.

President Tonkin stated Superintendent Tim Farquer requested his permission in potentially teaming together on a grant for safe pathways around the school and blacktopping the school bus drop off lane and student parking lot on Pine Street. Tim prepared the grant and President Tonkin reviewed it and supports the grant application for the school. It has not been submitted for Board approval.

President Tonkin stated the VFD water grant from Ameren was submitted online and the first application was accepted for the pumps. The Village can potentially receive an \$8,500 grant to go towards the cost of \$20,000 to replace the pumps.

Andy Logsdon (Bruner Cooper and Zuck) advised IEPA was the best route for the water grant.

President Tonkin stated he and Chief Robertson have reached out to the owner of the unsightly property on North Elm and have not received a response. Massie and Quick LLC will prepare a letter to the property owner with requests listed to clean up the property. A property on East Gale Street has had complaints about overgrown weeds and the front door is falling off. Chief Robertson stated he will be in contact with the resident on what is required to meet the guidelines in the Village's unsightly property ordinance.

Paint and Electronic recycle day have been scheduled for Saturday, July 25.

New Business: President Tonkin stated he received news from Massie's Law that the Village no longer needs to approve a Prevailing Wage Ordinance; it will be published by the state.

President Tonkin stated last week during the big clean up collection, a resident's collection was not picked up. There was a rumor that the materials were hauled in from out of town. President Tonkin has been in touch with the homeowner and Buddy Bouchez regarding the situation.

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

The next meeting will be held on July 6, 2020.

Minutes approved as presented: _____

Tori Courson - Clerk