

Williamsfield Village Board Meeting July 5, 2021

The Williamsfield Village Board met in-person on Monday, July 5, 2021, at 7:00 p.m. at the Norman Legion Hall. Present were Trustees Michael Gray, Jeremy Eagle, Trudy Self, Julie Van Dran and Andrew Scott. Trustee Stuart Hickerson was absent. Also, present were Susan Ott, Mary Rice (Treasurer), Tom Rice (R/O Plant), James Robertson (Chief of Police) Tori Courson (Village Clerk) and Matt Tonkin (Village President).

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

New Bills: The following bills were presented for approval. *Treasurer Mary stated FS was closed and she will get the amounts owed to them July 6 to add to bills paid in July. Trustee Gray questioned 100 police badges needing to be ordered from the badge contest; Chief Robertson stated that is the minimum to order and we were charged to design the badge. Motion by Trustee Gray, seconded by Trustee Eagle to approve the bills as presented. All in favor. Motion carried.

<u>GENERAL</u>		
Vendor / Category	Details	Amount
Motorola Solutions	Computer Usage	\$52.00
West Central FS	Maintenance Gas & Oil	\$457.38
West Central FS	Police Gas & Oil	\$115.11
Brimfield Hardware	Shovel handle, 4 jobber bits, garage door lubricant & Schlage door keys	\$54.50
StevensCampbell Insurance	Insurance policies & 6-month Workers Comp policy	\$18,415.00
Ladd's Food Mart	(2) Raid fly/insect killer	\$12.58
Lampe Publications	Publish water quality report	\$528.00
Card Service Center	Ink, Menard's (MF Univ DR Adapter 3pc, Flags & Sherwin Williams (paint)	\$348.42
Royal Publishing	Ad-Program 2021 ROWVA/Williamsfield girls basketball program	\$75.00
Staples	Canon calculator, paper & heavy clear sleeves	\$139.95
Universal Police Supply Co.	100 Williamsfield Shoulder Patch	\$751.30
EB Buildings & Lumber	(35) 3/4 x 18 nail stake & (2) 9" x 2.5" MTD edger blade	\$111.65
	TOTAL	\$21,060.89
<u>OPERATIONS AND MAINTENANCE</u>		
Vendor / Category	Details	Amount
Hawkins	Chemicals	\$0.00
PDC Laboratories, Inc	Testings	\$98.00
Core & Main	(6) Touchpads & (6) water meters	\$690.00
Ladd's Food Mart	Lime away, bathroom tissue and Windex	\$19.47

Brimfield Hardware	Box rags & keys	\$21.96
West Central FS	Weed killer	\$17.12
USA Bluebook	1/4" x 1/4" tube, PVDF male connector & 24" offset Aluminum pipe wrench & 36" aluminum pipe wrench	\$434.04
	TOTAL	\$1,280.59
<u>DOUBET-BENJAMIN PARK</u>		
Vendor / Category	Details	Amount
Brimfield Hardware	Wasp & hornet spray & 18 ct 39-gal lawn/leaf bags	\$11.98
<u>MOTOR FUEL TAX</u>		
Rask Transpiration	Hauling from Henry County -16.35 T patch mix	\$124.65
Henry Co Highway Dept	16.38 T patch mix	\$999.18
Riverstone Group, Inc	324.12 Ton CM16A	\$4,942.84
Collopy Trucking	Hauling 324.12 Ton CM16A	\$3,727.38
	TOTAL	\$9,794.05

Financial Statements: Trustee Gray provided details on the review of financial statements, percent over and percent under for the month. Motion by Trustee Gray and seconded by Trustee Self to approve the financial statements. All in favor. Motion carried.

Public Comment: NA

Correspondence: President Tonkin stated the Village received a letter from Ameren Illinois stating we are using unauthorized junction box and the Village has 30 days to install a 3" conduit & 400-amp feed from transfer switch to the main breaker in the RO Plant. The Village has used the junction box for 6 years when an upgrade was done, and Ameren was aware. Oberlander Electric quoted the Village \$4,600 for the install and the work will be done on July 12th. Ameren will have to turn the power off and back on that day. Motion by Trustee Eagle and seconded by Trustee Self to have Oberlander Electric install the conduit and amp for \$4,600.00. All in favor. Motion carried.

Street Report: Trustee Scott stated the summer helpers Waylon and Masen are working out well and are busy mowing. The oil and chip is scheduled for the week of July 19th; a notice will be published on Facebook to make residents aware of the road closures. A few people have asked if there is anywhere else to stockpile the rock for the project; it is taking up space at the disc golf parking lot. Don and Mark have started repairing/replacing sidewalks on Pine and Knox Street and will work west. Based on feedback from Andy Logsdon (BCZ) President Tonkin suggested not repairing sidewalks on the East side of Highway 180 in case sidewalks are torn out for the next water phase project. Trustee Scott stated they watched the process of filling road holes using a spray injector patch asphalt trailer and suggested the Village purchasing one with the Rebuild Illinois Grant or ARPA funds; the roads would not have to get oiled and chipped as often if this process is used for roads; there is a hot oil tank that sprays into the pothole in the needed section of the road and then chip is sprayed. The average cost of a used sprayer trailer is \$15,000 to \$25,000 and are around 5-6 hours

away but will save funds spent on cold patch and oiling and chipping every year. After the oil and chip of the roads is complete, they will replace signs in need (stop, speed, school directions, street names, etc.) Trustee Scott spoke with IDOT worker Nancy Everett and she stated the Village needs the storm/sewer drainage system replaced/repared; the manhole outside of KP Hall backs up and there are broken tiles throughout the Village that cause drainage and flooding issues; repairing sidewalks and streets put a band aid over a major infrastructure issue. Trustee Scott is going to reach out to Giselle at WIU (MAPPING) or Jared at WIRC to inquire on grants/assistance.

Police Report: Chief Robertson stated PSB/Knox County will be upgrading to a new report system county wide roughly June 2022 and will allow police staff to look up license plates, driver’s license etc. without the Secretary of State system that costs the Village \$600 a year, the Village has about 3 years to purchase body cams that will be required, the Board suggested more police coverage on North Pine due to excessive speeding. The following calls for service were handled by the police department for the month of June:

POLICE REPORT

Category	Status / Resolution
(6) 911 calls	All accidental dials NR
(4) Person down	Medical/fire
Alarm	Accidental (bank)
Harassment	Report on File
Stray dog	County handled
Battery	Report on File
Other animal complaint	Followed up on/information only

CITATIONS ISSUED IN JUNE

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

Park Report: Trustee Eagle stated an ice cream social will be held July 25th from 6-7:30 at Doubet-Benjamin Park, the Eagle Scout pavilion project discussed at the last meeting has been approved by the Scouts, the Parks Association will start working on the caboose to prepare for power once the emergency siren is relocated, a disc golf tournament organizer is going to meet with the Parks Association to discuss making the course more competitive to hold tournaments and if it’s not overly expensive, they will make the changes. Trustee

Eagle asked the Board if WADCO replaces the worn banners on main street that hang on light poles; can the maintenance department put them up and take them down like the Christmas lights, the Board approved. Due to the long timeline to get liquor license, insurance, etc. the Baseball Association is going to hold a golf outing at Lake Calhoun instead of an adult kickball tournament. Superintendent Tim Farquer approached the Village about possibly donating/leasing the section of land where the sand volleyball court is for an official soccer/football field. Tim stated an upgraded practice baseball field can be put in where the soccer goals currently are that games can be held at (youth and adult games not requiring lights). The Board discussed the cons first; the Village does not want to lose assets and control of the land, parking would be almost impossible for soccer/football games, the homeowners might not be on board, the library might not want their parking lot used for risk of wear and tear and garbage. The pros are that it would bring people to Williamsfield, families may move here in part due to new field, and the practice field could be used even if the school wasn't open and operating (COVID). Tim suggested the school would be responsible for the cost of the new soccer fields and would contribute sand for the new baseball diamond and that the Village would pay to have the land graded for the new practice field. Tim suggested a not-to-exceed commitment of up to \$15,000 from the Village, if the school maintains all the fields after the work is complete. Trustee Van Dran inquired about insurance. The Village Board would like more information, an official draft of the fields, an official quote of cost and would like to know if and what the School Board has approved.

Veteran's Park Report: President Tonkin stated the advisory Veteran's Park Committee had their last meeting and the Board has the final vote on the renovations to Veteran's Park, he presented a sketch of the possible renovations. Another section of the floor at the band stand has fallen through and caution tape needs to be put around it; the Committee would like to move forward with the Veterans Park sign for \$7,500; the Kress Foundation has offered to pay \$3,750 if either the Norman Foundation or the Village will agree to match \$3,750 within 90 days. The Board questions the location and size of the new sign, Trustee Gray stated the sign is like the library sign and it will go in front of the cannon. The Ralph Norman Foundation was asked to match the \$3,750 and declined. Trustee Eagle stated according to the survey that was mailed out; the residents #1 request is a farmers/vendor market and if the park is divided east and west the market will not be visible from the streets; Trustee Scott stated a Veteran suggested moving the monuments and opening up the front of the park so the pathway leads in between the monuments and they can all be viewed while walking to the back of the park and the market will be more visible and open. Trustee Gray stated the Legion is not going to move the monuments. The Legion agreed to maintain the monuments and the sign but will not fund the new sign.

Infrastructure and Maintenance: Trustee Scott inquired if the Board was interested in a written agreement with Township to use each other's equipment instead of a handshake. The Village and Township had an agreement to share salt and sand; we used the salt, but the township didn't use sand and the Village owes for the salt and the salt cannot be used in the future due to the roof leaking and causing the salt to lump up. The Board agreed. President Tonkin created a tax-exempt Amazon Business account to help prevent costly and time-consuming trips to a store for purchases for the maintenance department. Trustee Scott and Clerk Courson were added as authorized account members. Trustee Scott asked the Board if the maintenance department could have a debit card with a small limit on hand to help

avoid conversing back and forth for approvals and card information and access. The Board approved.

Water Report: Tom Rice stated the globe valves mentioned at the last meeting would cost around \$7,000 to replace; President Tonkin stated the existing ones are completely rusted and could quit working anytime if they go down – and if they do, then the RO unit would have to be bypassed and only chlorinated well water would be provided, and that would require 24-hr oversight. Motion by Trustee Eagle and Seconded by Trustee Van Dran to have the globe valves replaced at the RO Building for approximately \$7,000. All in favor. Motion carried. Tom Rice stated he will have back surgery on July 21st and will need help with lifting at the RO Building. President Tonkin and Mark will assist.

Maintenance Report: President Tonkin stated Backhoe Joe has showed an interest in purchasing the Village’s maintenance building. President Tonkin is going to follow up with him. If this were to happen, it would mean the maintenance department would need another space, but may be able to find a larger space that would enable them to store materials for which we currently pay rental to the rail yard.

Covid Status: Nothing new to report. Awaiting information on the ARPA funds.

Old Business: The Village is responsible to pay for the design engineering costs up front for the second water grant phase and will be repaid out the IEPA loan; the Village would need a line of credit from the local bank to cover the engineering fees for up to \$60,000. The current payments of \$4,400 a month on the current engineering fees are almost paid off, once that is paid off the payments will be made to the new loan for the next water phase. President Tonkin is going to ask Andy Logsdon, if the Village pays off that loan out of pocket, would the IEPA loan would be less. Motion by Trustee Scott and seconded by Trustee Self to apply for the line of credit to pay the engineering fees. All in favor. Motion carried. President Tonkin had a conference call with USDA for the KP Hall renovation storm damage grant; a letter of commitment has been made and the Village has 15 months to complete the project. Backhoe Joe and Chris Courtright stated they can fit the work in August so the meetings can resume at KP Hall. Trustee Hickerson is going to follow up with the Bank of Farmington on online water bill payments.

New Business: President Tonkin encouraged the Board to be courteous and respectful to each other during meetings; ethics training was completed by everyone and even if you don’t agree with each other, please be thoughtful, respectful, and kind to each other. Trustee Van Dran stated she was upset after the June meeting by aggressive behavior toward Trustee Eagle.

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

The next meeting will be held on August 2, 2021

Minutes approved as presented: Tori Courson
Tori Courson