

Williamsfield Village Board Meeting May 4, 2020

The Williamsfield Village Board met via Teleconference due to COVID-19 on May 4, 2020 at 7:00 p.m. Present via phone were President Tonkin, Trustees Trudy Self, Michael Gray, Stanley King, Stuart Hickerson and Ryan Smith. Pam Courson was absent. Also present were Andrew Scott, Chief Robertson, Mary Rice (Treasurer), Tom Rice (R/O Plant) and Village Clerk Tori Courson.

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

New Bills: The following bills were presented for approval.

<u>GENERAL</u>		
Vendor / Category	Details	Amount
Motorola Solutions	Computer Usage	\$34.00
Bank of Farmington	HP Ink, (3) 4x18 metal signs & wheel for mowers	\$155.49
Brimfield Hardware	Drum liners, misc hardware glass cleaner & acetylene	\$145.77
Verizon	Police	\$36.05
Staples	Paper, calculator rolls & pen refills	\$57.16
Lampe Publications	Electronic/Paint ad & cancellation	\$231.00
Rask Transportation	21.38 T 1 1/8" down & hauling	\$382.70
German-Bliss	Complete PTO, blade, tire & wheel assembly, spacers, bolts, nuts & top link pin for bat wing	\$1,285.14
Massie and Quick, LLC	2020-2021 Retainer Fee	\$1,500.00
	Total	\$3,827.31

<u>OPERATION & MAINTENANCE</u>		
Hawkins	Chemicals	
PDC Laboratories	Testing's	\$114.50
Ladd's Food Mart	Paper supplies, hand soap	\$4.08
	Total	\$118.58
<u>WATER GRANT PHASE I</u>		
W.I.R.C	Administrative Fee -Invoice #3	\$7,500
<u>CERTIFICATE & INTEREST REPAYMENT FUND</u>		
Atlanta National Bank	Principal, interest & bond registrar fee	\$22,875.00
<u>WATER GRANT PHASE II</u>	Professional services	\$2,632.16

Motion by Trustee Gray and seconded by Trustee Self to approve the new bills as presented. Roll call vote. 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 King and seconded by Trustee Hickerson to approve the financial statements. Roll Call Vote – Self-yes; Gray-yes; King-yes; Smith-yes; Hickerson-yes. All in favor. Motion carried.

Public Comment: Andrew Scott is attending via phone to discuss his interest in the vacant Trustee position; to be continued during old business.

Correspondence: NA

Street Report: Trustee Smith stated the maintenance department has been mowing and working on equipment, Don and Mark from the maintenance department worked with Matt to map out the streets that need gravel, cleaning, and cold patch put down from the water line repair before any oil-and-chip work can be performed.

Police Report: Chief Robertson stated some equipment is on backorder for the new squad car and will be in next week or so. He has been working on violators of the Nuisance Ordinance for unsightly properties; he will take pictures and follow up with residents. At the April meeting, Chief Robertson put in his resignation from his position as Williamsfield's Chief of Police, he stated there are 3 applications for the position. Because of COVID-19 restrictions, the Village will need to do interviewing by phone.

Park Report: The April meeting was not held. Nothing to report.

Water Report: Tom Rice stated there was some non-warranty work done for R/O plants generator; the block heater was replaced; the bill is to come.

Maintenance Department: Trustee King stated they replaced the door locks on the restrooms at Doubet-Benjamin Park, repaired broken tiles at Lions Park, mowed, cleaned out the sand in the volleyball court at Doubet-Benjamin Park, took the flat tire off the dump truck to have replaced. Trustee Gray stated the water drains need to be cleaned before it rains again to allow proper draining. President Tonkin stated he will reach out to Bruner, Cooper and Zuck to see if it's Lavidere's responsibly because the drains are clogged from the water line repair.

Old Business: The Board received a letter of interest from Curt Landon for the open Trustee position. Andrew Scott attended the meeting via telephone to express his interest in the open Trustee position. Andrew stated he grew up in Williamsfield and is a current resident, he has a wife and 4 kids, he has been in law enforcement for 9 years, he has experience with snow removal and landscaping. He is interested in improving the community and helping improve homes if someone needs assistance, he enjoys working with people. The Board thanked him for his interest and filling the open position will be discussed at June's meeting.

Due to COVID-19, there are no updates on the Mapping/WACO project.

Andy Logsdon from Bruner, Cooper and Zuck has been in contact with President Tonkin about repairs to the streets with Motor Fuel Tax Funds, Andy emailed a map of the Village with the streets highlighted that are a priority, water project areas and by Ladd's Food Mart. Mark Niebuhr and Don Smith will be able to do the prep work by digging up gravel. Mark had mentioned Knox County having a piece of equipment that does a spray coat for a reasonable price for small areas and MFT will cover expenses. Andy suggested aiming high for the street project and hopefully coming in less, motion by Trustee Gray and seconded by Trustee Smith to approve street repair for \$30,000 out of Motor Fuel Tax Funds. Roll Call Vote – Self-yes; Gray-yes; King-yes; Smith-yes; Hickerson-yes. All in favor. Motion carried.

The big curbside cleanup day will be held Friday, May 22nd, there are fliers on The Village website, Facebook, Ladd's and the Post Office listing the items that can be picked up.

President Tonkin stated he and Trustee Courson are looking into grants that could help with the water bills and other areas effected by COVID-19.

President Tonkin stated that Andy Logsdon advised him to go through IEPA instead of USDA for the next large water loan/grant to make improvements at the water plant based on recent IEPA letter and to complete east-side line replacements. The R/O Plant needs upgrading according to the EPA water report. Andy started a grant process for the preliminary engineering plan for the USDA but the initial Preliminary Engineering Plan (PEP) won't necessarily be reimbursable it seems, so the upfront costs may be larger than for IEPA. For the IEPA loan process, the Village will be responsible for approximately \$1,500 initially to get the application going, and then the project plan report is \$16,000 which it is understood can be rolled into the loan. The IEPA loan could possibly be approved this year and the work can possibly start next year, so it isn't later than the USDA process would have been. Motion by Trustee Gray and seconded by Trustee King to approve engineering services for the IEPA project planning report. Roll Call Vote – Self-yes; Gray-yes; King-yes; Smith-yes; Hickerson-yes. All in favor. Motion carried. Motion by Trustee Gray and seconded by Trustee King to approve submitting the pre-application. Roll Call Vote – Self-yes; Gray-yes; King-yes; Smith-yes; Hickerson-yes. All in favor. Motion carried. Separately, President Tonkin applied for two smaller grants, one for VFDs and one for KP Hall. The cost to obtain 2 VFDs at the water plant will be around \$22,000 and the Village could possibly be eligible for \$14,800 from Ameren. The Village received 3 plumber quotes for KP Hall and both the pre-application and application have been submitted.

President Tonkin stated Andrew Scott is still doing work to the house on Elm street that has been an unsightly property for several years. President Tonkin is still in discussion with the Village attorney regarding writing a letter to the homeowner listing the requirements that need to be done. There is also an unsightly property complaint across 180 on East Gale Street.

President Tonkin stated the maintenance department would be interested in young helpers this summer for mowing while Don and Mark cold patch streets and do sidewalk repairs. School will officially be out May 15th, they can start then, and work around 20 hours a week.

Trustee Gray read the suggestions/requirements from the Village Audit Report that was passed out at an earlier meeting. Internal control and accounting knowledge need attention. Trustee Gray will discuss with the Village Auditor.

Trustee Gray wanted to thank Trustee Hickerson for his service and his work on the water grant.

New Business: NA

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

The next meeting will be held on June 1, 2020.

Minutes approved as presented: Tori Courson
Tori Courson - Clerk