

Williamsfield Village Board Meeting June 5, 2023

The Williamsfield Village Board met on Monday, June 5, 2023, at 7:00 p.m. at the KP Village Hall. Present were Trustees Trudy Self, Stuart Hickerson, Julie Van Dran and Nancy Everett. Trustee Andrew Scott was absent. Also present were President Robert Johnson, Mary Rice (Treasurer), Tom Rice (R/O Plant), and Tori Courson (Village Clerk), Rich Goodin, Nick Vlahos (Weekly Post), Kyle and Laura Gibbs, Robert McCoy and Josh Herman (Miller, Hall and Triggs LLC) and Susan Ott.

Motion by Trustee Van Dran and seconded by Trustee Hickerson to approve the minutes from May 2023 meeting as presented. All in favor. Motion carried.

Treasurer's Report: The following bills were presented for approval. Motion by Trustee Self and seconded by Trustee Everett to approve the bills as presented. Roll call vote - Everett-yes; Hickerson-yes; Van Dran-yes; Self- yes. All in favor. Motion carried.

GENERAL		
Vendor / Category	Details	Amount
Motorola Solutions	Computer Usage	\$52.00
West Central FS	Maintenance Gas & Oil	\$472.35
West Central FS	Police Gas & Oil	\$47.60
Wight Chevrolet	Truck light, battery & gromet	\$158.94
EB Building & Lumbar	Charge	\$3.71
Wallace Engineering & Survey	Survey alley in block 8	\$750.00
Steven-Campbell Insurance	Village President Bond	\$350.00
Staples	File folders, (1) tricolor 64XL & Hammermill paper	\$153.82
Brimfield Hardware	Alum flag bracket, American flag kit, flood light, Schlage door key, blue marking paint, Lawn/leaf bags, polo entry combo, etc.	\$276.96
Lampe Publications, LLC	Village Board Vacancy & Ad for electronic & paint recycling	\$161.25
American Pest Control	Termite agreement- Village Hall	\$260.00
Verizon Wireless	Police	\$36.01
Card Service Center	Ink for Treasurer's printer & adobe program	\$307.98
Tom Rice	Mileage to Monmouth then Wyoming	\$92.22
Allegra Printing	Water Bills	\$188.86
	TOTAL	\$3,311.70

<u>OPERATIONS AND MAINTENANCE</u>		
Vendor / Category	Details	Amount
Hawkins	Chemicals	\$1,308.41
Pace Analytical Service, LLC	Testings	\$120.30
Core & Main	Parts	\$13,358.66
Ladd's Food Mart	Paper products	\$22.56
Illinois Rural Water, Assoc	Membership	\$351.50
	TOTAL	\$15,161.43
<u>AMERICAN RESCUE PLAN</u>		
Vendor / Category	Details	Amount
Brimfield Hardware	Conduit hanger & misc. hardware	\$161.33
Menards	PVC, connectors, clamps, screws, angle grinder & several numerous other items	\$1,890.12
		\$2,051.45

Treasurer Rice read over the receipts and expenses on the financial statement; motion by Trustee Self and seconded by Trustee Van Dran to approve the financial statement. Roll call vote - Everett-yes; Hickerson-yes; Van Dran-yes; Self- yes. All in favor. Motion carried. Cavanaugh, Davies, Blackman & Cramblet CPA's office has all of the Village's paperwork to complete the yearly audit. Massie and Quick, LLC are completing the paperwork for the new maintenance shed to be tax exempt; due to the paperwork not completed in 30 days; the Village could potentially owe for 1 year of taxes.

Correspondence: NA

Public Comment: Rodney McCoy representing Miller, Hall & Triggs, LLC who specializes in municipal work stated he wanted to let the Village know they offer legal, employment, tax etc. services; they currently serve Knoxville and Victoria (in Knox County). The benefit of them being a larger firm is they share information with each other; therefore, they can handle a broad range of questions and issues. Josh Herman also from Miller, Hall & Triggs stated they are committed to serving communities and wanted to make the Board aware they can reach out to them with any questions or issues and get a prompt reply. They created a wide range question and answer book and gave each Board Trustee/employee a copy to refer to for information. Rich Goodin presented a letter and photos from Goodin Properties, LLC on behalf of Leland and Carol Ballard for excavation work to be done in the Cottonwood Court subdivision; Ballard's offered a payment of \$3000 towards cost with the stipulation that the Ballard's would receive the dirt being excavated to fill on their property. LaFollette Earth Moving gave a quote of \$8,000 in March for excavation work to provide clear drainage in the area by removing soil, trees and brush and the planting of seed next fall. The Board will discuss hiring LaFollette Earth Moving in closed session. Kyle and Laura Gibbs stated they are interested in purchasing lot #12 in the

Cottonwood Court subdivision to build a home on; they have 3 small children and would like to build near the school. Their builder stated \$20,000 worth of dirt would need to be hauled in to flatten the slope from the road and would like to start construction in the next 15 months. Due to the unexpected high cost of dirt; they offered \$2500 to purchase lot #12, which is listed for \$8,000. The Board will discuss reducing the price of the lot in closed session.

Police Report: Chief Robertson will update unsightly properties next month.

Street & Maintenance Report-Infrastructure & Maintenance Committee Report: Trustee Everett stated Andy Logsdon from Bruner, Cooper and Zuck would like a Village map that shows all storm water sewers for the storm water project to update and upload on a hard drive; there are maps located at the maintenance shed. IDOT is holding a meeting that educates municipalities on grants for sidewalk repairs/replacement called Path to Schools; Trustee Everett cannot attend but will make an appointment to get the information. Construction/widening on Highway 180 will not start in 2023. Wallace Engineering and Surveying completed surveying the alley behind Double Take, there are several trees, utilities, and a vehicle in the path of the alley; the options would be to convert it to a functioning alley and have the cost of cutting down the trees and graveling it and maintaining it or vacating part of the alley so Double Take's traffic can still travel through and easements would still exist for utilities access. When an alley is vacated, the alley can be split in half and each adjoining property owner would get part of the alley or one property owner could get the adjoining portion of the alley; their property would be re-accessed for tax purposes. A hearing would be held to allow property owners to ask questions and speak out.

Old Business: H and H Lighting are installing the lights at the new maintenance shed, President Johnson stated the old maintenance shed will be kept and used for storage. A pre-construction meeting was held on June 2nd to discuss the plans and timeline for the water line project; Bruner, Cooper and Zuck advised not to oil and chip the streets that will be involved in the water project this year. Construction will start June 5th and hours of construction will be 7:30am to 3:30pm; they will remove a section of old pipes, install new pipes, pressurize to test for leaks, add chlorine and check for bacteria. Residents will experience a short period of time without water while pipes near their home are replaced; construction will be complete by the end of July. The cistern ordered for the R/O Plant will be completed in December or January and construction will begin in the spring; some work can be completed inside the R/O Plant in the meantime and will be covered under the grant/loan.

Parks Report: The Village Board would like a drawing from the Parks Association showing the plan on the relocation of the sand volleyball court and soccer field; a special meeting was held to approve the relocation then an email was sent stating the Parks Association wants the volleyball court moved to the northeast corner of the park instead of the southwest corner of the library.

Veteran's Park Report: The Board discussed the pavilion being built regarding prevailing wages; the donated funds were transferred to the Park Association and if

Rich Goodin has no hired employees, prevailing wages are not a factor. McCoy and Herman explained if the Village pays for public work to be done that is altering a character; prevailing wages need to be paid; a service like cleaning, would not be classified under prevailing wages. The Parks Association is going to plan the Veterans Memorial Park Centennial Celebration.

Old Business: Lukas Leckrone submitted a resume for the open trustee seat and had a meeting with President Johnson. President Johnson distributed outdoor warning siren guidance for testing and activation; he will activate the mandated state law siren testing on the first Tuesday of each month at 10:00 am. The siren will also be activated to warn tornadic weather, severe thunderstorms, and straight-line winds.

New Business: President Johnson stated a state mandated sign must be purchased for \$2,900 for the water plant describing the bipartisan infrastructure law. Motion by Trustee Everett and seconded by Trustee Self to approve purchasing the sign. Roll call vote - Everett-yes; Hickerson-yes; Van Dran-yes; Self- yes. All in favor. Motion carried. The sign was added to the recent water phase grant/loan and President Johnson signed the change order. President Johnson stated all elected officials are required to complete the OMA and FIOA training within 90 days of being sworn in and all elected officials are required to complete sexual harassment prevention and security awareness training annually. State Representative Travis Weaver will be in Williamsfield on Tuesday, June 6th to tour businesses, the food pantry, library and Historical Museum. President Johnson stated the Village needs a FOIA, OMA and ADA designee. Motion by Trustee Van Dran and seconded by Trustee Hickerson to assign Clerk Courson as the FOIA designee and President Johnson as the OMA and ADA designee. All in favor. Motion carried. President Johnson stated it is a conflict of interest but he wanted to pass along information on janitorial services and secure document destruction by not for profit Bridgeway; there are 20-30 garbage sacks of documents upstairs at the KP Hall to be shredded, the KP Hall needs a deep clean then cleaned monthly and the R/O Plant needs cleaned monthly; the ceiling tiles also need to be removed and replaced in the KP Hall. Village employee Don Smith's wife passed away and the Village wanted to send flowers; the Board wanted to set a protocol for future similar situations. Motion by Trustee Everett and seconded by Trustee Hickerson to set a \$75 budget for a monetary donation or flowers for an employee or an employee's loved one in the future. Roll call vote - Everett-yes; Hickerson-yes; Van Dran-yes; Self- yes. All in favor. Motion carried.

Motion by Trustee Everett and seconded by Trustee Self to enter closed session at 8:40pm to discuss the open Trustee seat, set a price for the sale of lot #12, Goodin Properties LLC proposal and the Village legal review.

Motion by Trustee Hickerson and seconded by Trustee Van Dran to exit closed session at 9:04pm.

Motion by Trustee Everett and seconded by Trustee Van Dran to return to open session.

Motion by Trustee Van Dran and seconded by Trustee Hickerson to elect Lucas Leckrone for the open Trustee seat. Roll call vote - Everett-yes; Hickerson-yes; Van Dran-yes; Self- yes. All in favor. Motion carried.

Motion by Trustee Hickerson and seconded by Trustee Everett to not reduce the sale price of lot #12 from \$8,500 to \$2,500 as the Gibbs's offered. Roll call vote - Everett-yes; Hickerson-yes; Van Dran-yes; Self- yes. All in favor. Motion carried.

Motion by Trustee Hickerson and seconded by Trustee Everett to approve LaFollette Earth Movers to complete the excavation at Cottonwood Court; the Village will pay \$5000 and the Ballards will pay \$3000. Roll call vote - Everett-yes; Hickerson-yes; Van Dran-yes; Self- yes. All in favor. Motion carried.

Motion by Trustee Van Dran and seconded by Trustee Everett to change the Village Legal representatives to Miller, Hall and Triggs LLC. Roll call vote - Everett-yes; Hickerson-yes; Van Dran-yes; Self- yes. All in favor. Motion carried.

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

Next meeting will be held on Monday, July 3, 2023.

Minutes approved as presented: Ter. Carson