

**Williamsfield Village Board Meeting March 1, 2021**

The Williamsfield Village Board met in-person on Monday, March 1, 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 via teleconference line was James Robertson (Police Chief) and Trustee Julie Van Dran for the last portion of the meeting. Present in person throughout the meeting were Trustees Michael Gray, Stanley King, Pam Courson, Trudy Self and Andrew Scott and Julie Van Dran until 9:30pm. Also present were Curt and Stephanie Landon, Brad Plack, Jeremy Eagle, Mary Rice (Treasurer), Tom Rice (R/O Plant), Tori Courson (Village Clerk) and Matt Tonkin (Village President).

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

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

<b><u>GENERAL</u></b>		
<b>Vendor / Category</b>	<b>Details</b>	<b>Amount</b>
Motorola Solutions	Computer Usage	\$52.00
West Central FS	Maintenance-Gas, oil & diesel	\$379.95
West Central FS	Police Gas & oil	\$92.43
Brimfield Hardware	Valve, adapter, bushing, clamp, coupling, brass nipple & thermocouple	\$125.08
Universal Police Supply Co	Name badges, uniforms, and embroidery name	\$679.17
Staples	Binders and paper	\$39.72
Snap-on	(1) 1/2 dr 51/64 Pentagon Imp Skt, (1) impact pentagon socket & (1) 3/8 dr 3 in lck imp ext	\$43.15
Card Service Center	Hummer parts and ink	\$446.47
Steven's-Campbell Ins	Bond for Trudy Self & Matt Tonkin	\$767.00
Wight Chevrolet	Service 2019 Charger & rotate tires,	\$96.62
Wight Chevrolet	Check clutch & drivetrain on 1991	\$207.68
Sullivan Door Co	Install 2 doors, 16' climate seal, 10' hanger angle 13-gauge, low headroom tracks (west door) and labor	\$3,686.50
John Deere Financial	Pin, Pin fastener and cotter pin	\$192.19
ABC Fire Extinguisher	Maintenance of Fire extinguishers	\$55.20
	<b>TOTAL</b>	<b>\$6,863.16</b>
<b><u>OPERATIONS AND MAINTENANCE</u></b>		
<b>Vendor / Category</b>	<b>Details</b>	<b>Amount</b>
Hawkins	Chemicals	
PDC Laboratories, Inc	Testings	\$118.00

Brimfield Hardware	Utility knife and box white rags	\$18.98
Corrpro	Water tower yearly maintenance	\$745.00
	<b>TOTAL</b>	<b>\$881.98</b>

**MOTOR FUEL TAX**

Bruner, Cooper & Zuck	Engineering Fee	\$161.59
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Financial Statements: Trustee Gray provided details on the review of financial statements, percent over and percent under for the month. Trustee Gray inquired how much of the walking path at Doubet-Benjamin Park was in the charges for park maintenance, as he felt like Parks Association should pay for the path extension. Treasurer Mary Rice stated of the \$10,993 - \$3,663 was for work associated with the gift from the Norman Foundation. The regular maintenance bills were larger than usual in part because of \$5,875 from Rick LaFollette repairing the Village's farm ground. Trustee Courson stated the labor for Spoon River Landscaping is higher because there were no volumeter workdays due to Covid. Trustee Courson also requested that the remainder of the money that was donated to the Parks Association from the Raiph Norman Foundation be transferred out of the Village's account into the Park's account so the 2021 park budget can be figured accurately for their goals, they can pay the vendors directly instead of Mary writing the check; there is \$11,336 left in the fund. The Board agreed to transfer the funds. Motion by Trustee Gray and seconded by Trustee Van Dran to approve the financial statements. All in favor. Motion carried.

President Tonkin stated the Village's auditors noticed that over several years there have been expenses (insurance, taxes) from the water fund that were covered by the general fund and has accrued to \$21,123. Although it is allowed for the general fund to cover anything, doing so means the actual cost of running the water department isn't accurately reflected in water fund expenses. There are 2 options-the general fund can forgive the water fund, or the water fund can pay the general fund back over 12 months. It will be discussed later when the budget is figured.

Public Comment: Curt and Stephanie Landon and Brad Plack expressed their concerns with people not stopping at Pine and Gale Street stop signs, the rumble strips and bigger stop signs have not helped at all. They realize police presence cannot always be there, but someone is going to get injured; there are several children that walk on that street. They stated Wright Tree Service employees, parents dropping kids off for school or picking up, people leaving ball games, all ages, and all times of the day fly through the stop signs. They suggested a speed bump like Victoria recently had installed, because putting the stop sign at Gale would allow drivers to drive even faster down Pine. The Board agrees this is a major problem and has been for some time now. Trustee Scott is going to follow up regarding the speed bump like Victoria installed, and to find out what liabilities the Village may have if damage resulted from a speed bump. Mary Rice stated she still has not received W-4 from Mark Niebuhr, Don Smith, James Robertson, Julie Van Dran and Susan Ott.

Correspondence: President Tonkin stated the Village received a Thank You certificate from the US Department of Census for cooperating in the Census. Tori Courson stated the next paint and electronic recycle day will be held Saturday April 24. Bruner, Cooper and Zuck gave all the Board members a desk calendar.

Street Report: Trustee King stated they plowed a lot of snow and Curt plowed the sidewalks, the maintenance department will need a new mower come springtime, the power steering pump went out in the Hummer while plowing snow; Don and Mark replaced it.

Police Report: Via teleconference; Chief James Robertson stated the squad car is at Kunes getting lifters replaced under warranty and will be done later this week.

The following calls for service were handled by the police department for the month of February:

**POLICE REPORT**

<b>Category</b>	<b>Status / Resolution</b>
(5) Person Down	Medical
Road Hazard	Removed
Gas Leak	No report - County handled
(3) 911 hang up	No issues/accidental
Information	Repossession in the area
Alarm	Bank (False alarm)

**CITATIONS ISSUED IN FEBRUARY**

<b>Violations</b>	<b>Citations</b>	<b>Warnings</b>
Seatbelt	0	0
Speeding	0	0
Disobeyed Stop Sign	0	0
Ordinance Violations	0	0
Other	0	0

Parks Report: No meeting was held.

Veteran’s Memorial Committee Report: There were 161 surveys received; there will be graphs and comparisons prepared to help the committee. Farmers market was the top suggestion.

Water Report: Tom Rice stated an electrician had to reset the speed drive, there is a leak on the roof at the KP Hall. President Tonkin, Stuart Hickerson and Mark Niebuhr have been taking notes from Tom on how to sample and test at the water plant for backup.

Maintenance Department: Trustee King stated the garage doors that were donated from Oak Run have been installed, there are 5 residents with exceptionally low water pressure on Walnut Street due to a leak that cannot be found, Backhoe Joe was eventually called in to help and he thinks he found the leak. Mark and Don were checking on the leak twice a day hoping to find it. The lines along East Gale are due to be replaced with the next water project. Water was turned off in a home that is being remodeled and

a new water meter will be installed and the water will be turned back on when the new plumbing is installed.

Covid Status: President Tonkin stated he submitted the Village's information to CARES and the deadline was extended to October.

Old Business: President Tonkin stated the project engineer from BCZ Andy Logsdon submitted the proposal to IEPA for the next water infrastructure project and will hear back in 6-8 weeks. President Tonkin stated he believes the South water line issue is resolved and that in regard to the North water line issue he is going to have a phone conference with the engineer from IEPA on running a new water line down the street. The prices on the recycling contract with Eagle Enterprises jumped drastically due to fuel prices, lack of drivers etc. The Board decided to extend the contract for only 2 years then revisit the prices and the state of the economy. Motion by Trustee Self and seconded by Trustee Courson to extend the recycle contract with Eagle Enterprises for 2 years. All in favor. Motion carried. Andy Logsdon from Bruner, Cooper and Zuck created a draft with the estimated cost for the oil and chip project for this summer, the school had applied for a grant to get the parking lot blacktopped and did not receive the grant. President Tonkin reached out to Tim Farquer about possibly oil and chipping the bus alley and determined the street running East to West would not be worth it. The estimated cost is \$39,000, the North Park, the road longest road will be \$11,800 of that. President Tonkin suggested cutting the cold patch in half which would make the cost \$37,000; the Board is going to discuss and vote at the April Meeting.

New Business: President Tonkin requested the Board's permission to request more information from a company that offers online bill pay for paying water bills that would no cost to the Village.

The Village Board members prepared the 2021-2022 budget.

Motion by Trustee Courson and seconded by Trustee Van Dran (via teleconference line) to adjourn the meeting. All were in favor.

The next meeting will be held on April 5, 2021.

Minutes approved as presented:

  
Tori Courson