

**Williamsfield Village Board Meeting October 5<sup>th</sup>, 2020**

The Williamsfield Village Board met in-person on Monday, October 5, 2020 at 7:00 p.m. at the Norman Legion Hall and encouraged the public to join via Teleconference due to COVID-19. Present were President Tonkin, Trustees Michael Gray, Stanley King, Pam Courson. Trustee Self attended via Teleconference. Trustee Andrew Scott was absent. Also present were Chief James Robertson, Nancy Everett, Julie Van Dran, Jeremy King, Katie Doubet, Becky Doubet, Mary Rice (Treasurer), Tom Rice (R/O Plant) and Village Clerk Tori Courson.

Trustee Gray stated the September minutes need Kent Rigg's name corrected and the Operation and Maintenance-Waterworks for fiscal year May 1, 2019 thru April 30, 2020 was left out of the initial publication in the Weekly Post (it was since published in a correction by the Weekly Post who refunded part of the publication fees). Motion by Trustee Gray and seconded by Trustee Courson to approve the minutes with above edits of the September 2020 meeting as presented. All in favor. Motion carried.

**New Bills:** The following bills were presented for approval.

<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	\$183.24
West Central FS	Police Gas & oil	\$202.79
Mathis Kelly Construction	Roller Bearings Tapered 2 rows (scag)	\$107.69
Supreme Radio	Microphone	\$178.89
Rask Transportation	Hauling 21.40 T cold patch from Henry Co	\$179.76
Mary Rice	Reimburse-Mail annual report to county-registered with return receipt	\$16.85
BNSF Railway Co	Lease-shed for equipment & material storage	\$2,348.60
Ladd's Food Mart	Water	\$6.97
Newman Signs, Inc	(3) Bracket cross top flat, (3) bracket square flat & (4) pedestrian crossing signs	\$231.33
The Weekly Post	Publish Operation and Maintenance	\$5.25
US Postmaster	Box rent PO Box 417	\$76.00
Verizon	Police Department	\$36.05
	<b>Total</b>	<b>\$3,625.42</b>
<b><u>OPERATIONS AND MAINTENANCE</u></b>		
<b>Vendor / Category</b>	<b>Details</b>	<b>Amount</b>
Hawkins	Chemicals	\$945.64
PDC Laboratories Inc	Testing's	\$18.00
Oberlander Electric	Labor & Material to repair Analyzer	\$344.86

Ladd's Foot Mart	Paper Products	\$11.99
Core & Main	(4) curb box repair section, (4) curb box lids, (2) multiple wrench, (6) curb box plugs & (6) rep clip	\$581.27
	<b>TOTAL</b>	<b>\$1,901.76</b>

**WATER LINE GRANT**

<b>Vendor / Category</b>	<b>Details</b>	<b>Amount</b>
Bruner, Cooper & Zuck	Engineering Fees	<b>\$213.75</b>

Public Comment: NA

Correspondence: The missing Operation and Maintenance-Waterworks annual report for fiscal year May 1, 2019 thru April 30, 2020 was published in the Weekly Post. President Tonkin stated he received a follow up letter on the CURA certificate which is a state grant application to use towards COVID related impacts, the Village's application was accepted. Jarred from WIRC stated the Village will need to hold a public hearing to close out the water grant, which will hopefully be held the day of the November meeting. The Spoon River Chapter DAR requested the Village's support on National Family Literacy Day held November 1, 2020. The information will be forwarded to the school. The Attorney General will hold an online webinar cover FOIA on October 13 via WebEx, registration ends October 8<sup>th</sup> for anyone interested. President Tonkin and Mid-Century set up and enabled the Village's voicemail to be checked remotely; if the phone service is switched to an online hosted service then there are more features to be set up in the future that can transfer the phone to the appropriate departments, and/or can send voicemails via email to listed recipients. The Pipeline Emergency sent out a flier on educational information on pipeline breaks.

Streets: Trustee King stated the maintenance department put up 4 pedestrian crossing signs.

Police Report: Chief Robertson presented an updated ATV/UTV sticker list, he is talking to residents about unsightly properties and he will be following up with the residents. An interested buyer in the police Tahoe offered \$7,000 and the Board agreed to counteroffer at \$8,000.

**POLICE REPORT**

<b>Category</b>	<b>Status / Resolution</b>
(1) person down	Medical
Road Hazard	Removed
Custody Dispute	Report on File (County Handled)
ATV Complaint	(2) unable to locate
Trespass	Problem solved
Driving Complaint	Stop sign violations/Extra patrol



(6) 911 call	Medical/unfounded/person down
Noise complaint	County handled/Have been given information regarding incident and follow up continue

#### CITATIONS ISSUED IN SEPTEMBER

Violations	Citations	Warnings
Seatbelt	0	0
Speeding	0	2
Disobeyed Stop Sign	1	0
Ordinance Violations	3	0
Other	0	0

Park Report: Trustee Courson stated the Williamsfield Parks Association met on September 29<sup>th</sup> at Luanne Smith's home. Cec has requested money from the budget which will have to be requested from the Village for Lighting of the Park supplies. She has requested help this year in setting things up due to her knee replacement. She wants to concentrate on the bigger 20-30 foot decorations this year. Plans for the new disc golf t pads were discussed and few changes to the set up will be made. A few of the smaller signs will need to be replaced. The tournament hosted at Doubet-Benjamin Park in September had a good turn-out there were 38 players. First place was \$150. Thank you to the volunteers for their work on the mini golf hut. The new lock is on, the hinge is fixed, the building is painted and ready to be shut up for the winter. Final plans for the walking path resurface and extension were discussed. The extension will connect the playground area to the existing path and to the north parking lot area. The Williamsfield Veteran's Memorial Park committee was discussed. The Parks Association would still like to find a way to make Veteran's park a useful, dual purpose park like other neighboring communities have with a common shared space of community history for the public to enjoy. The question was brought up again, that with the Christmas lighting being scaled down this year, the work on the caboose put on hold and other projects stalled due to COVID-19, will the Norman Foundation donation money still be available from the Village after 2020. Trustee Gray stated the funds would still be available.

Veteran's Park: President Tonkin stated the 2<sup>nd</sup> meeting was held and the primary focus of the meeting was the survey questions that would go out to the public. In attendance were: Parks Association members-Luanne Smith and Seth Smith, DAR members-Judy Johnson and Rita Kress, American Legion Members-Stanley King and John Feltham, Village Trustees Mickey Gray, Pam Courson with Matt Tonkin as convener/mediator. Rita Kress stated she would support the costs of the survey. There were 5 or 6 draft questions discussed for consideration for the survey. Luanne Smith pointed out the Veteran's Park was established in April 1923, which would make 2023 the centenary. Another item they discussed was relocating the storm siren/noon whistle to be able to utilize the back part of the park; it can possibly be moved to the fire station, the school or Doubet-Benjamin Park. The fire station



would be ideal for the storm chasers that sound the alarm; Trustee Gray wondered who the current storm chasers were. Motion by Trustee Gray and seconded by Trustee King to proceed with the process of relocating the siren. Roll Call Vote – Gray-yes; King-yes; Self-yes; Courson-yes. All in Favor. Motion carried.

Water Report: Tom Rice stated he received the invoice from Oberlander for the variable speed drive for \$11,900. It is expected that the incentive from Ameren will cover \$7,800 of that. President Tonkin is going to investigate the process on how to receive the Ameren funds and also pay the difference.

Maintenance Report: Trustee King stated the maintenance department repaired a water line North of town; the water shut off was by the main and the resident should be responsible for the cost of repairs for labor, parts and rental for equipment. An invoice will be mailed to the homeowner. President Tonkin spoke with Burner, Cooper and Zuck and repairs can be very costly; the homeowner is saving money by having the Village do the repairs. Three resident's water were shut off recently due to nonpayment; their bills were paid, and the water was turned back on.

Old Business: The Village has potentially \$28,000 allocated from the COVID related CARES relief fund for municipalities. The application has been submitted and the supporting documents will be due in March. The funds can be used toward additional labor, such as hiring someone for compliance or health issues, but cannot be used to offset lost revenue from taxes. Mary Rice stated she spoke with Debra at Rebuild Illinois Bond Grant and the Village will receive 2 installments per year for 3 years that can be used for anything that MFT can be used for (streets and sidewalks). Each installment is \$6,398 and the funds must be used by one year after the last installment. There is currently \$36,990 in MFT. Trustee Gray requested an updated list with Trustees and employees contact information. The type of water grant that was used to replace the waterlines in Phase 1 during 2019 is no longer available, and in place of these the best option is an IEPA loan with a 50% principle forgiveness if the loan is up to \$1 million. Andy Logsdon at Bruner, Cooper and Zuck has started the preliminary engineering plan; the focus is going to be the water building that IEPA sent a letter regarding earlier in the year, the treatment system and the replacement of water lines? The current goal is to be between \$800,000 and \$1M to get the maximum potential for forgiveness which is \$500,000. President Tonkin emailed open Trustee Roles for the Trustees to volunteer to fill; Trustee Self-water bills, Trustee Gray-Police Liaison, mapping and strategic planning and budget, Trustee Courson-Parks, Ag Day OMA Compliance and School. Trustee Scott- mapping and strategic planning. COVID compliance and Grant Writing need to be assigned. Kent Rigg and Joanie Stiers attended the September meeting and submitted a plan on how the FFA and Ag class could help students learn by planning/farming the Village's leased farm ground for \$200 an acre. The information had to be presented to the School Board and based on that response they have now backed out. The current lessee takes good care of the property, but counter offered with \$185 an acre (It is currently \$175 an acre). Motion by Trustee Gray and seconded by Trustee King to extend the Village farm ground lease to Jimmy Gibbs for 2 years for \$185 an acre. Roll Call Vote – Gray-yes; King-yes; Self-yes; Courson-yes. All in Favor. Motion carried. Trustee Gray stated the erosion problem still needs to be addressed; President Tonkin stated Trustee Scott is working on that. President Tonkin stated he had a very difficult time choosing the new Trustee to fill the vacant position and he enjoyed speaking to all the candidates and encouraged the candidates to come back to the Caucus that will be held December 7 when 3 Trustees positions will be available. President Tonkin nominated Julie Van Dran. Motion by Trustee Gray and seconded by Trustee Self to nominate Julie Van Dran as a new Trustee to replace Ryan Smith's position. Roll Call Vote – Gray-yes; King-no; Self-



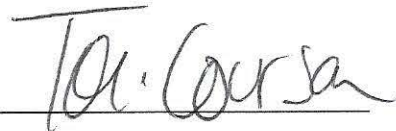
yes; Courson-yes. Motion carried. President Tonkin received an email from the Knox County Health Department providing State and County guidance on how to conduct Trick or Treating, President Tonkin will share the information with the community when it is received. The Board stated Trick or Tricking will be held Saturday October 31<sup>st</sup> from 5 to 8 pm. Trunk or Treat held at United Methodist Church will be held but the Board was unsure of the costume contest at the fire station. President Tonkin has been in contact with Backhoe Joe and USDA regarding the KP Hall repairs and handicap upgrades to become compliant. Backhoe Joe is working on the updated proposal; the grant is 75% approved and the Village will pay the difference. The Clinic and KP Hall both need handicap accessible parking space; Trustee Gray suggested shadowing Graham while they install the Clinic space to have guidance for when the Village needs a space for the KP Hall.

New Business: There was 1 non-resident that observed the Village not being COVID compliant. Chief Robertson stated it is essentially up to the business owners or property owners on how they enforce the guidelines. The south water line that was repaired by the Village and the home owner made an agreement with the Village to split the cost of the repairs but after that, the home owner would be solely responsible for his water lines and this would be documented in a letter between the Village and homeowner. The homeowner has since determined he should not be responsible for any of the costs. President Tonkin has been in contact with the Village's council on how to proceed with the proposed letter and arrangement under these circumstances, given that access to the water line and the easement need to be researched. President Tonkin stated in March the cost of living adjustment was increased by 1.5% and a vote was passed to make the increase in effect for employee's salaries to increase 1.5% for the COLA effective October 1, 2020. Trustee Gray stated Clayton Hurlbutt's pictures, memorabilia and videos are stored upstairs at the KP Hall, Trustee Courson is going to make a list of all of the items. Motion by Trustee Gray and seconded by Trustee King to adopt Ordinance 2020-05 Tax Levy Ordinance increasing the tax 5%. Roll Call Vote – Gray-yes; King-yes; Self-yes; Courson-yes. All in Favor. Motion carried. Trustee King stated the Williamsfield American Legion would like to name a street after Forrest Cain and they think the best road that wouldn't affect residents would be the road Ladd's Food Mart is on. Trustee Gray stated they would recognize it on Memorial Day.

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

The next meeting will be held on November 2, 2020.

Minutes approved as presented:

A handwritten signature in dark ink, appearing to read 'Tori Courson', written over a horizontal line.

Tori Courson - Clerk