

**Village of Princeville**  
**Minutes of the Regular Board Meeting**  
**April 8, 2020 7:00p.m.**

**This was a Remote Meeting held via Google Meet. Public attendance was prohibited due to the Governor’s Executive Order regarding COVID-19 and the relaxing of the Open Meeting Act requirements. The meeting was held remotely via Google Meet without an in-person meeting location for the public to attend.**

**For the Trustees or public to join in the meeting, they were asked to follow this link: Download Google Meet, when prompted enter IFM-GIAP-RSY, then click the ask to join. By phone, dial in and listen to the meeting and comment during public comment period as follows: 401-684-3293, use PIN # 782-098-364**

**Prior to the meeting, submission of public comments were done remotely by email by sending an email to the Village Hall at [villagehall@princeville.org](mailto:villagehall@princeville.org) and inserting in the subject line of the email, “Public Comment for Meeting April 8, 2020”**

**The Princeville Village Board met on the above date and time at the Village Hall, 206 N. Walnut Street, Princeville, Illinois 61559. President Troutman called the meeting to order at 7:01p.m.**

**ROLL CALL**

Roll call showed the following board members were physically present: President Troutman, Trustee Gilroy.

Trustees present through Google Meet: Trustee Delbridge, Trustee Hughes, Trustee Peterson and Trustee Wilson. A quorum was present for the meeting. Trustee not present: Trustee Ehnle.

Other Village members physically present: Treasurer J. Delbridge and Officer Gabriel Martinez.

Absent: Superintendent of Public Works C. Gardner and Municipal Code Officer D. Sullivan.

Also present, Jake Wilson as technical advisor.

**MINUTES**

**President Troutman advised those present and those viewing in by Google Meeting, that item #2 had been taken care of previously at the last board meeting and had been inadvertently left on the agenda. Item #3, swearing in Sarah Cordis would not be happening due to Social Distancing, and swearing in S. Cordis would be slated for May 4.**

**Police Report:** Officer Martinez reported that Peoria County Sheriff’s Department would be discouraging residents from social gathering. Officer Martinez had been alerted to recent social gatherings and parties. He reported he would be on the lookout for such gatherings during the month of April.

**Approval of Minutes as Published:** Minutes from the March 2020 Board Meetings will be made available for approval at the April 21 Board Meeting.

**Paying of March Bills:** The bills for March 2020 were distributed to the Board by Treasurer J. Delbridge. Total of March 2020 Bills as presented were \$54,570.58. Trustee Delbridge questioned the Universal Chemical bill, for gloves, in the amount of \$284.78. President Troutman advised these are possibly used

for water department. Trustee Delbridge made a motion to approve the March 2020 bills and seconded by Trustee Gilroy.

Approved by roll call vote.

Yeas: Trustee Delbridge, Trustee Hughes, Trustee Peterson, Trustee Gilroy, Trustee Wilson.

Nays: None

Absent: Trustee Ehnle

President Troutman declared the motion passed.

**Report from the Municipal Code Officer:** MCO Dan Sullivan had emailed his report to the Board. The report listed 22 completed violations that contained a majority of violations dealing with residents not parking vehicles on a hard surface, inoperable vehicles and debris in yards. His report also listed 21 new code violations and current violations that had not been completed yet by residents. MCO stated, in his report, that during the current COVID 19 crisis he will be allowing more time for violations to be completed for anything that requires an outside contractor. He has worked with some violations dealing with inoperable vehicles due to Dept. of Motor Vehicles is currently closed. But if violations need to correct expired tags, he is directing them to use the DMV website to purchase their needed tags. He also reported 917 N Santa Fe Ave has been given a 5-day notice to complete required repairs and is in the hands of Village attorney. Northwest Estates Trailer Park property maintenance violations are also in hands of attorney and State is now involved.

President Troutman noted the Village is willing to work with residents, but there must be a deadline set, to work with.

President Troutman also said that letters were necessary at this time due to COVID 19 and once it is appropriate, the Code Enforcement Officer will be knocking on doors once again.

**Committee Reports:** No reports.

**Any Action Regarding Committee Reports:** None

**Past Due Water Bill Review:** Treasurer J. Delbridge distributed to the trustees the list of those residents 30 days or more past due on water, sewer, garbage and recycle. J. Delbridge reported that those still on the past due list would receive past due notices in late April. But this would be contingent on if the Governors orders to Shelter in Place are moved into the month of May. Last day to pay is slated for May 8 with water shut offs scheduled to begin May 11.

**Building Permits:**

**325 S. Santa Fe Ave.,** raise house, construct new basement walls and floor.

**401 W. Main St.,** construct deck to rear of house 20'x30'

**116 E. Spring St.,** Demo commercial building destroyed by fire.

**116 E. Spring St.,** Construct commercial building 100'x106'.

Fees waived on 116 E. Spring St for Demo and Construction due to business is reconstructing.

**Report from the Superintendent of Public Works:** No report.

**Any other business to be brought before the board:** President Troutman reported that the county administrator had contacted the Village in regards to the Downstate Business Stabilization Program Application. This program makes funds available for 60 days of verifiable working capital, up to \$25,000.00 maximum. The program is limited to employers with less than 50 employees, businesses

targeted are those that have been considered non-essential, by the Governor's Executive Order. President Troutman had directed J. Delbridge to make contact with those businesses within the Village that would qualify.

Trustee Wilson asked J. Delbridge if anything had been done with Liquor Licenses as the renewal date was approaching. J. Delbridge reported that the liquor licenses were set to be looked at that week. Trustee Wilson had read that towns such as Elgin were waiving fees in 2020 due to COVID 19 required closing of non-essential business. Trustee Wilson asked that the board consider waiving or lessening fees and or moving the renewal date to later this summer for those village businesses that have been closed or affected due to the Governors Executive Orders. Trustee Wilson will schedule a license committee meeting to discuss and come back to the board with a report.

**Adjourn:** Trustee Gilroy made a motion to adjourn the meeting; seconded by Trustee Peterson. Approved by roll call vote.

Yeas: Trustee Delbridge, Trustee Hughes, Trustee Peterson, Trustee Gilroy, Trustee Wilson.

Nays: None

Absent: Trustee Ehnle

President Troutman declared the motion passed and meeting adjourned at 7:36p.m.

Respectfully Submitted,  
Julie Delbridge, Treasurer/Interim Clerk  
Village of Princeville, Illinois