

**Village of Princeville**  
**Minutes of the Regular Board Meeting**  
**July 6, 2020 7:00 PM**

**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 Meetings Act requirements. The meeting was held remotely via Google Meet without an in-person meeting location for the public to attend.**

**The Princeville Village Board met on the above date and time at the Village Hall, 206 North Walnut Avenue, Princeville, Illinois 61559. President Troutman called the meeting to order at 7:00 PM.**

**Roll Call**

Roll Call showed the following board members were physically present: President Troutman, Trustee Ehle, Trustee Delbridge, Trustee Hughes, Trustee Peterson, Trustee Gilroy, and Trustee Wilson

Trustees through Google Meet: None

A quorum was present for the meeting.

Other Village members physically present: Treasurer J. Delbridge, Superintendent of Public Works C. Gardner, Dan Sullivan, Joseph Sarnes

Others present through Google Meet: None

Others present: Steve Mussleman, Jake Wilson, Deputy Gabriel Martinez

**Police Report**

President Troutman welcomed Deputy Martinez back to the Village. Officer Martinez reported that he was catching up the reports and happenings while he was out. Officer Martinez reminded the Board to let him know of any issues they may hear/see. Superintendent Gardner asked him to check on the Cutter's Grove bathrooms, as there had been recent vandalism.

**Approve Minutes as Published**

The June 1 and June 16 minutes were approved as published.

Trustee Gilroy made a motion to accept the minutes as published. Trustee Delbridge seconded the motion.

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

Nays: None

President Troutman declared the motion as passed.

**Paying of Bills**

Julie Delbridge stated that the new timeclock has been installed.

Trustee Delbridge made a motion to approve paying the bills in the amount of \$67,909.86. Trustee Wilson seconded the motion.

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

Nays: None

President Troutman declared the motion as passed.

**Consider and Vote to Approve the Bringing in of a Garden Shed to Rear Yard at 115 W. Main St.**

Joseph Sarnes discussed the garden shed at 115 W. Main St. He worked with the homeowners to let them know the shed (10 x 9 ½) needed to be moved closer to the house, and away from the property line.

Trustee Gilroy made a motion, with Joe's approval, to approve a garden shed to the rear yard at 115 W. Main St. Trustee Peterson seconded the motion.

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

Nays: None

President Troutman declared the motion as passed.

**Carlos Mota to Address the Board Regarding a Water Bill.**

Not present.

**Steve Mussleman to Address the Board Regarding a Swimming Pool up at Brockway Hills**

Joseph Sarnes stated the Steve Mussleman family installed a swimming pool in their yard, in Brockway Hills. An application was not completed nor on file at Village Hall. As part of the Brockway Hills Development Company, above ground pools are prohibited. That information should have been disclosed in closing documents.

Brockway Hills Development Company has a strict policy in the covenants and restrictions. The Village does not have the right to issue a permit. It is not a variance issue, but rather a covenants and restrictions issue. The Village did adopt the convenance of restrictions for Brockway Hills.

Mr. Mussleman addressed the Board, stating that the pool is not a permanent structure, but a portable pool.

Brockway Hills has not yet established a Homeowner's Association, however now that the occupancy rate is over 50% a homeowner's association should be established.

President Troutman stated that the Village will have to follow the guidelines that are in the Brockway Hills covenants and restrictions. Brockway Hills Development Company would need to make the final decision. Kerry Cordis is the developer. President Troutman suggested that Mr. Mussleman contact Mr. Cordis at his office.

**Jake Wilson to Address the Board Regarding Potential Website Updates**

Jake Wilson addressed the board regarding potential website options.

The Village currently pays \$1,057.56 per year, for constant contact email marketing and website/email. Wilson proposed options that will cost an additional \$154.00 cost each year, but would include more functionality. The Village could manage and make updates in-house, rather than relying on someone else.

Wilson also proposed the use of a Google Meet hardware kit, which could be used or conferences. A one-time price could cost around \$2,600.00. This cost would include purchasing the necessary equipment - a computer, camera, and controller to operate the Google software.

Jake would be happy to help the Village set any and all of this up.

The Village does not currently own the Google Meet account.

Any payments made, would be paid to Google and website, GoDaddy.com.

For a website upgrade (domain, website, and email) and the Google Meet hardware kit, the total would be \$3,860.98.

President Troutman suggested taking this to the licensing committee to bring back a recommendation to the Village. (It was suggested to try to get a 3-5 year deal locked in place.)

The current Village website is set to expire in September 2020.

Trustee Gilroy asked what is the cost to have website managed externally. It was \$420.00 a year.

### **Report from the Municipal Code Officer**

Dan Sullivan was happy to report that a lot of the violations had been completed.

He did have a new pool violation but the property owner complied. It was too large for the yard and was too close to the fence.

MidCentury Fiber has been having high grass as of late.

Sullivan will give updates as he has them.

### **Any Action Regarding MCO Report**

None.

### **Consider and Vote on Updates to Fence Ordinance**

President Troutman said the Board needed to consider and vote on updates to the fence ordinance.

President Troutman recommended that a fence have a 1-foot setback from the property line.

A motion was made by Trustee Delbridge to have a 1-foot setback from the property line.  
Trustee Peterson seconded the motion.

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

Nays: None

President Troutman declared the motion as passed.

### **Consider and Vote on Ordinance Regarding Collection of Fees for Services from the Village's Waterworks and Sewer System**

President Troutman discussed the collection of fees for services from the Village's waterworks and sewer system.

Superintendent Gardner said that some time ago, a suggestion was made to have the landlord pay the water bill. Renters tend to move more frequently, and with the bill being in the landlord's name, they would be responsible. If invoices were in the landlord's name, the Village wouldn't need to require a deposit.

President Troutman stated there needed to be more discussion on this, and suggested the water and sewer committee research it.

President Troutman will ask the attorney about winter water-shut-offs.

Trustee Delbridge made a motion to table an ordinance regarding collection of fees for service from the Village's Waterworks and Sewer System. Trustee Wilson seconded the motion.

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

Nays: None

President Troutman declared the motion as tabled.

### **Consider and Vote on the Resolution to Approve and Accept Right-Of-Way Dedications and Easements for Kennedy Avenue Project**

Superintendent Gardner stated that anyone who had an easement in the gravel driveway was going to be replaced with concrete. The cul-de-sac was the Village right-of-way. The Village is vacating part of it now, and giving part of the easement to each property owner.

Trustee Gilroy made a motion to Approve and Accept right-of-way dedications and easements for Kennedy Avenue Project. Trustee Hughes seconded the motion.

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

Nays: None

President Troutman declared the motion passed.

### **Consider and Vote on an Ordinance Vacating a Portion of Kennedy Avenue in the Village of Princeville**

President Troutman stated that this was the Village giving up the cul-de-sac, and granting it to the property owners.

Trustee Delbridge made a motion to vacate a portion of Kennedy Avenue in the Village of Princeville. A second was made by Trustee Gilroy.

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

Nays: None

President Troutman declared the motion passed.

### **Consider and Vote on Giving Village President the Authority to Issue Curfews and Related Emergency Orders**

President Troutman stated that state restrictions are no longer in place. He asked the attorney to provide answers to the following questions.

1. What would the penalties be for those violating curfews?  
First penalty is a warning by police.
2. Would this be permanent authority for the Village President.  
Authority is at 30 days or until the next meeting.
3. Will the Board need to meet to discuss discontinuation of the authority?  
The board can overrule or wait until the 30 days expires.
4. Who will enforce the curfews?  
The Sheriff's department, policing agency.

5. Would the Board be able to override the curfew orders?

Board would override any curfew orders.

Trustee Delbridge made a motion to give the Village President the Authority to Issue Curfews and Related Emergency orders. Trustee Wilson seconded the motion.

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

Nays: None

President Troutman declared the motion passed.

### **Consider and Vote on Changing Village Hall Lock to Key Cards**

President Troutman did not have an opportunity to get prices.

Trustee Gilroy made a motion to table the consider and vote on changing Village hall locks to key cards. Trustee Ehnle seconded the motion.

### **Committee Reports**

Raylene Dippel (Raylene's Total Salon Concepts) would like to repair the salon roof. The work has not yet been started.

Trustee Wilson made a motion to grant Raylene Dippel (Raylene's Total Salon Concept) a redevelopment agreement for \$10,000 as a forgivable loan, given she stays in business for 5 years, and offer a low-interest loan out of the CDAP fund, for the remaining balance. Trustee Peterson seconded the motion.

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

Nays: None

President Troutman declared the motion passed.

### **Any Action Regarding Committee Reports**

#### **Past Due Water Bill Review**

Julie reviewed the past due water bill list. She stated that all who are late will receive a past due notice and a shut-off will take place if payment has not been made.

Once water is shut off, there is a \$50.00 reconnection fee.

Going forward, there was discussion of not sending notifications from the Village at 30, 60 and 90 days past due, rather having shutoffs take place once it is 30 days past due.

#### **Building Permits**

- 226 N. Ellen – Addition to back deck.

#### **Report from the Superintendent of Public Works**

Superintendent Gardner gave his report:

- Update from Representative Spain's office per the available grant. The project needs to be to improve handicap accessibility. A total amount to work on sidewalks, etc, for the purpose of

ADA would be around \$260,000. The grant would be for around \$130,000. The Village of Princeville could potentially allocate some TIF money for the remaining balance.

- OttoBaum got the alley behind Main St. cored out.
- Kennedy Ave. – all easements are done.
- August 1<sup>st</sup> will be the start of canning.
- The cost of a generator for the Village Hall and the shop - \$16,000-\$17,000 for both facilities. This does not need to be done immediately.
- Asphalt at ambulance garage, total cost \$8,600, which is for three inches thick. Concrete would cost around \$11,200, going the width of garage and then out to the road. Concrete is five inches thick. Current asphalt has lasted 15 years or so. Village staff would do the tear-out. Connelly would pour the concrete.

Trustee Delbridge made a motion to use concrete rather than asphalt, at a price of around \$11,200. Trustee Wilson seconded the motion.

- Pool – Adding some chlorine to prevent algae build-up so some expense for chlorine.
- Haskell-Hott funeral home donated a doggy bag dispenser with bags, which has been installed at Stevens Square.

**Any Other Business to be brought before the board**

None.

**Adjourn**

Trustee Delbridge made a motion to adjourn at 8:50 PM. Trustee Peterson seconded the motion.

Respectfully Submitted,

Sarah Cordis, Village of Princeville Clerk