

## Village of Princeville

### Minutes of the Regular Board Meeting

**August 24, 2020 (Rescheduled from August 18<sup>th</sup> due to lack of quorum) 7:00 PM**

Due to the Governor's Executive Order regarding COVID-19 and the relaxing of the Open Meeting Act requirements, this meeting was held at the Princeville Village Hall and included a Zoom meeting option. The public was invited to attend in person, as the number of individuals in the board room allowed, or attend via Zoom.

Download [zoom.us/join](https://zoom.us/join), when prompted to enter the Meeting ID 969 7924 2071, then click ask to join. Prior to the meeting, you could also submit a public comment by email to the Village Hall at [villagehall@princeville.org](mailto:villagehall@princeville.org) and insert in the subject line of the email, "Public Comment for Meeting August 18, 2020".

#### **Roll Call**

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

Trustees through Zoom: Trustee Hughes

Other Village members physically present: Superintendent of Public Works C. Gardner, Julie Delbridge

Others present through Zoom: None

Others present: Kerry Cordis

#### **Police Report**

President Troutman stated that there are some kids going through town on their mini-bikes. They have been into some places they shouldn't have been. Deputy Martinez will keep an eye out for them. There was some vandalism West of town, with some street signs and a mailbox knocked down.

#### **Treasurer's Report**

Julie Delbridge gave the Treasurer's report. She stated that she is working on the budget numbers. Her new software program will be installed next week, making the process much smoother. She asked for patience as she transitions.

Trustee Wilson made a motion to approve Treasurer's report, minus the FY21 budget numbers, until September 22. Trustee Delbridge seconded the motion.

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

Nays: None

President Troutman declared the motion as passed.

#### **Paying Any Additional Bills**

Superintendent Gardner discussed the concrete project at the ambulance shed. OttoBaum's original quote was for around \$20,000. During the project, Gardner gave them the go ahead to put in crack and joint sealant. Out front they replaced some curb and gutter so those were additional costs to the

project. These were all for the benefit of the project, and so that repairs were not needed later on. With these additional projects, the total cost was \$27,454.03.

Gardner stated that he hasn't had too many midges (bugs) at the pond. They have been treating the pond, and have been mowing at a level that keeps them out of the grass.

Trustee Gilroy made a motion to approve paying the bills in the amount of \$67,247.28. Trustee Peterson seconded the motion.

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

Nays: None

President Troutman declared the motion as passed.

**Administer Oath, to Every Person Appointed to Serve in Any Capacity, in the Village of Princeville Emergency Services Disaster Agency (ESDA) Organization as per Ordinance 2020-08-02 Establishing ESDA and Civil Emergency Procedures for the Village of Princeville**

Kerry Cordis, attorney at Cordis & Cordis law office, administered the Oath to the following Trustees – Trustee Ehnlé, Trustee Delbridge, Trustee Peterson, Trustee Gilroy, and Trustee Wilson.

**Report from Code Enforcement Officer**

President Troutman gave the report from Dan Sullivan.

The Hohenbery order, 409 W. South Street, was discussed. As of last week, the Hohenbery's attorney did not have the paperwork filed with the court system. Ameren will be notified to go ahead and disconnect the power to the house. The demolition process of the house will move forward. The property and the shed will remain their property.

Trustee Ehnlé asked about the Alcoa building, and what the status of that was. President Troutman said that the court date was set for November, so we would need to wait until then.

President Troutman asked Trustees to let him know of any pole lights that were out. He would ask Ameren to take a look at replacing them when they are in town.

President Troutman also suggested adding another surveillance camera at Cutter's Grove Park. (This one would face the bathrooms, and get a close up of who is going in and out.) Jason Talley said he can install one, he would just need power run.

**Any Action Regarding Code Enforcement Officer's Report**

None.

**Consider and Vote on Changing Village Hall and Water Treatment Plant Locks to Key Card**

President Troutman asked Superintendent Gardner if key cards would be needed for all of the doors at the Village, or if there could be a designated door, primarily for employees, that could be key card. Superintendent Gardner will have Allied Lock and Safe requote the price based on each door, rather than all four doors. Gardner did not think key cards were necessary for the water treatment door, as the public would not be going in and out.

Trustee Wilson mentioned that if the Village would need to change out doors for purposes of ADA, the Village would potentially have to change locks. He suggested waiting to re-key the front doors until ADA

doors were installed, and all of the projects could be done at once. Gardner said that we could look at the budget next year and see if this could be done then.

Gardner stated that the School District uses Thompson Electronics, and that they were coming this week to look things over and present a quote.

Review again on the 8<sup>th</sup>.

Trustee Peterson made a motion to table this topic until September 8<sup>th</sup>. Trustee Delbridge seconded the motion.

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

Nays: None

President Troutman declared the motion as passed.

### **Committee Reports**

President Troutman stated that a meeting to go over the budget and prepare for the “truth-in-taxation” needed to take place. He was going to work on scheduling that.

### **Licensing Committee**

None

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

None

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

The past due water bill list was reviewed. Today, August 24<sup>th</sup>, was the shut-off day. If customers had not paid by Wednesday of this week their water would be shut-off.

Once a customer’s water is shut-off, they must pay their bill in full in order to have water restored.

### **Building Permits**

Superintendent Gardner has a few on his desk, but is waiting on a Village employee to review them.

- 436 N Santa Fe – Construct a 6ft privacy fence.

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

Superintendent Gardner gave his report:

- Kennedy Ave –construction started today. JULIE starts at 8:00 AM tomorrow. The entire project should take 5-6 weeks.
  - The post office has been notified that there are temporary mailboxes for the residents who live along Kennedy Ave.
- The canning factory is running. They started at the beginning of August, and are running multiple shifts.
- Ambulance garage is done. Gardner asked the contractor to pour concrete where the garbage trucks drive, to prevent future wear and tear of the asphalt.
- President Troutman mentioned looking at adding a piece of asphalt outside the firehouse.

- The Village received a violation from the EPA from a sewer leak/flood from a resident on North St. Gardner wrote a letter to the EPA to tell them what we are doing different/what changes were in place, to prevent future incidents. Gardner recommended the resident put in a sewer shut-off valve. The Village would assist with payment of the shut-off valve for the resident. (The Village paid half the cost for other residents, about \$1,700.)
- Gardner received the check for the Dura-patcher and is waiting for the equipment to be picked up.
- Training on the jetter machine took place last week.

#### **Any Other Business to Be Brought Before the Board**

President Troutman stated that 409 W. South Street had a demolition checklist. Trustee Delbridge asked about the items/stuff inside. Dan Sullivan is to take pictures of every room, and what is in there. Once the demolition date has been set, we do not have to wait for the homeowners to get any personal items out. (Village has already waited the time-frame.) Everyone goes in the designated date and time.

President Troutman asked the Trustees to review the copies of the following applications:

1. Water/Sewer/Garbage/Recycle Utilities Application
2. Peddler License Application
3. Vendor License Application

The applications will be review and voted on September 8<sup>th</sup>.

Superintendent Gardner mentioned that due to employees only being able to use the front entrance, to come and go, at the canning company, many employees are parking along Lincoln St. Gardner asked if the Village would consider putting gravel down so that vehicles are not tearing up the grass. (It would still be Village property.) Gardner wanted to make sure the employees weren't getting violations because they were parking on the grass, and not a hard surface.

President Troutman stated that the Village received a letter from a resident who did not want to pay the garbage fee. The Village sent the resident a letter stating that it was a service, and every resident in town receives an invoice for the service.

President Troutman stated that the Village needs to look at getting access to the Village website so that staff can make adjustments/edit. Trustee Wilson said the committee is looking at getting feedback from other communities about what systems/software works best for them.

President Troutman attended the Mayor's meeting in Metamora last week. The focus of the roundtable discussion was that many of the smaller communities have lost gaming and sales tax due to COVID.

#### **Adjourn**

Trustee Delbridge made a motion to adjourn at 08:31 PM. Trustee Peterson seconded the motion.

Respectfully Submitted,

Sarah Cordis, Village of Princeville Clerk