

**Village of Princeville**  
**Minutes of the Regular Board Meeting**  
**January 21, 2020      7:00 p.m.**

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 7:00 p.m.

**ROLL CALL**

Roll call showed the following board members were physically present: President Troutman, Trustee Ehnle, Trustee Delbridge, and Trustee Gilroy. Absent: Trustee Hughes and Trustee Peterson. A quorum was present for the meeting. Other Village members present: Clerk Wilson, Treasurer J. Delbridge, and Superintendent of Public Works Gardner.

**MINUTES**

**Consider Applicants and Vote on Replacement for Vacant Trustee Seat:** President Troutman addressed the Board advising received one (1) letter of interest for open Trustee position from current Village Clerk, Spencer Wilson. Letter of resignation will be needed from Clerk Wilson in order to proceed with appointing and swearing in Clerk Wilson at the next Regular Board Meeting should the Board approve appointment of Spencer Wilson to the open Trustee position. President Troutman will have Dan Cordis present at the next Regular Board Meeting in order to administer the oath of office to the newly appointed clerk.

**Police report:** Peoria County Deputy Sheriff Martinez addressed the Board advising the local laundromat was burglarized twice and suspect was caught on surveillance footage. Captain Watkins address the Board introducing himself and providing his business card to Board members.

President Troutman addressed the Board and Deputy Sheriff Martinez and Captain Watkins advising a few years ago individuals went around town posing as water personnel wherein these individuals were robbing homes, and President Troutman advised a case was reported in Northern Illinois recently and was asking Deputy Sheriff Martinez and Captain Watkins to be watchful.

Captain Watkins addressed the Board advising had situation in Bellevue where customer was using stolen credit cards.

Deputy Sheriff Martinez addressed the Board asking that residents be reminded to lock cars and homes.

**Consider and Vote on Amending the Levying the Annual Municipal Tax of the Village of Princeville in the County of Peoria and State of Illinois, for the Fiscal Year beginning on May 1, 2019 and ending April 30, 2020:** President Troutman addressed the Board advising a statewide law changed interpretation on what can be levied each year and it was the opinion of the State cannot include amount in TIF districts so Village of Princeville tax went from \$129,000.00 to \$79,000.00. President Troutman addressed the Board advising inquiry made with Attorney for Village whether Village could fight and was advised, no. Trustee Delbridge addressed the Board advising Village pays law firm and was not understanding why law firm did not catch this change and advise the Board.

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**Consider and Vote on Amending the Levying the Annual Municipal Tax of the Village of Princeville in the County of Peoria and State of Illinois, for the Fiscal Year beginning on May 1, 2019 and ending April 30, 2020 (continued):**

Trustee Delbridge made a motion to approve Ordinance Levying the Annual Municipal Tax of the Village of Princeville, in the County of Peoria and the State of Illinois, for the Fiscal Year beginning on May 1, 2019, and ending April 30, 2020, as amended on January 21, 2020, or in the amount of \$79,746.00 instead of \$129,000.00. Motion seconded by Trustee Gilroy.

Approved by roll call vote.  
Yeas: President Troutman, Trustee Ehnle, Trustee Delbridge, Trustee Gilroy;  
Nays: None;  
Absent: Trustee Hughes and Trustee Peterson.

President Troutman declared the motion passed. Assigned Ordinance No. 20-01-02.

Superintendent Gardner addressed the Board inquiring on how much change due to new law and its interpretation, and President Troutman responded, \$79,746.00 levied instead of \$129,000.00; \$104.5 percent over \$79,746 for next tax year.

**Approve Treasurer's Report:** Treasurer J. Delbridge distributed the Treasurer's Report to the Board.

Trustee Gilroy made a motion to approve the Treasurer's Report, as presented, with a second by Trustee Ehnle.

Approved by roll call vote.  
Yeas: President Troutman, Trustee Ehnle, Trustee Delbridge, Trustee Gilroy;  
Nays: None;  
Absent: Trustee Hughes and Trustee Peterson.

President Troutman declared the motion passed.

**Paying Any Additional Bills:** Treasurer J. Delbridge distributed the additional bills for December 2019 to the Board. Treasurer J. Delbridge addressed the Board of the following:

- \$10,000.00 mortgage payment received on Lots 19 and 20, Aten Acres, Phase 6.
- Miscellaneous Income Tax was elevated due to insurance costs of \$8,200.00.
- Received \$40.00 for each small tree put up in park over holiday, raising \$1,840.00, and costs totaling \$2,948.41, due to initial set-up costs of purchasing tree posts, trees, and electrical cords, but noting many of the supplies purchases this year can be utilized in the following years.
- Steve Kline advised of the need to make TIF payments in March 2020 to the School, Library and Brockway.
- Credit card status: accidentally signed next to President's signature but fixed same.

President Troutman addressed the Board commending the work done by the Public Works' Team and Treasurer J. Delbridge with regard to the trees in the park with President Troutman noting heard many positive comments and possibility of having the holiday homecoming in the park in 2020. Superintendent of Public Works Gardner addressed the Board advising the idea would be to have surplus monies brought in from trees in the park in order to donate to a notable organization.

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**Paying Any Additional Bills** (continued): Trustee Gilroy addressed the Board and Superintendent of Public Works (SPW) Gardner inquiring if Village obtained all the salt needed, and SPW Gardner responded, fourth (4<sup>th</sup>) quarter salt allocated but cannot go over. SPW Gardner addressed the Board advising salt rinse aid for vehicles was purchased.

Trustee Delbridge made a motion to approve paying of the additional bills from December 2019 in the amount of \$43,581.57. Motion seconded by Trustee Gilroy.

Approved by roll call vote.  
Yeas: President Troutman, Trustee Ehnlé, Trustee Delbridge, Trustee Gilroy;  
Nays: None;  
Absent: Trustee Hughes and Trustee Peterson.

President Troutman declared the motion passed.

**Report from the Municipal Code Officer (MCO):** President Troutman addressed the Board advising Municipal Code Officer (MCO) Sullivan was out ill but that MCO Sullivan had advised Village would be receiving a check in the amount of \$3,800.00 for attorney's fees from property owner to which Village had pursued through court.

President Troutman addressed the Board advising Municipal Code Officer (MCO) Sullivan had received communication from the Illinois Department of Health with regard to trailer park within the Village and learned the license for the trailer park is expired. President Troutman addressed the Board advising Municipal Code Officer (MCO) Sullivan is attempting to arrange an inspection with the State as State indicated having jurisdiction over the park, and MCO Sullivan is working with Attorney for the Village with regard to whether the aforementioned of jurisdiction is correct.

President Troutman addressed the Board advising Municipal Code Officer (MCO) Sullivan drafted and mailed violation notice to property owner of structure on Spring Street.

President Troutman addressed the Board advising Municipal Code Officer (MCO) Sullivan advised property owner of potential towing business on South Street was turned over to Attorney for Village in order to draft an injunction and MCO Sullivan will advise the Board when completed.

**Any Action Regarding MCO Report:** None.

**Consider and Vote on a Resolution to Prohibit Parking on the South Side of East Evans Street from Cordis Avenue going east to the dead end:** President Troutman addressed the Board advising the roadway is not wide enough to allow parking on both sides. Superintendent of Public Works Gardner addressed the Board advising ever since roadway was redone the road is not wide enough to allow parking on both sides. Superintendent of Public Works Gardner addressed the Board now with school having new parking lots recommending no parking from 8 a.m. to 4 p.m., Monday through Friday as hard for snowplows, ambulances, and fire trucks to get down the street. A male resident (not named) did address the Board advising the school spent money on putting in parking lots and do not see the lots being utilized. Trustee Gilroy addressed the Board and residents living on East Evans Street, who were in attendance, if Monday through Friday, 8 a.m. to 4 p.m., was okay. An unidentified female resident responded inquiring if parking ban would be only during school year, and Trustee Gilroy responded, all year. Unidentified female resident addressed the Board advising mail is not getting delivered due to mailboxes being blocked. Unidentified male resident addressed the Board inquiring if from end of school property to end of road are really affected, and Superintendent of Public Works (SPW) Gardner responded, wouldn't hurt to restrict parking along

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**Consider and Vote on a Resolution to Prohibit Parking on the South Side of East Evans Street from Cordis Avenue going east to the dead end** (continued): the entire roadway. Unidentified male resident addressed the Board advising believed Mr. Thole had drafted and sent an email to teachers about no parking on Evans Street.

Trustee Delbridge made a motion to approve a Resolution to Prohibit Parking on the South Side of East Evans Street from Cordis Avenue, going east to the dead end, Monday through Friday, 8 a.m. to 4 p.m., and imposing a \$25.00 fine for each offense not to exceed \$750.00. Motion seconded by Trustee Gilroy.

Approved by roll call vote.

Yeas: President Troutman, Trustee Ehnle, Trustee Delbridge, Trustee Gilroy;

Nays: None;

Absent: Trustee Hughes and Trustee Peterson.

President Troutman declared the motion passed. Assigned Resolution No. 01-20-01.

**Consider and Vote on Ordinance Regarding Compensation for Village President, Village Trustees, and Village Clerk:** President Troutman addressed the Board advising Board approved at last Regular Board Meeting increasing the stipends to Village President, Village Trustees, and Village Clerk. President Troutman addressed the Board inquiring if Board wanted to put in place allowance of absences. Trustee Ehnle addressed the Board inquiring why there were no stipulations on attendance within the Ordinance, and Superintendent of Public Works (SPW) Gardner responded advising, assumed it was two (2) per year. President Troutman addressed the Board advising when previously brought up President Troutman learned there was not an attendance policy in place. Trustee Ehnle addressed the Board advising believed two (2) absences within a calendar year was acceptable. President Troutman addressed the Board advising even at 75 percent attendance is about three (3) absences every six (6) months. Trustee Gilroy addressed the Board advising 75 percent attendance, per calendar year, at the Regular Board and Joint Board Meetings.

Trustee Gilroy made a motion to approve an Ordinance Regarding Compensation for Village President, Village Trustees, and Village Clerk, as presented and described within the Ordinance, with amendment of the Ordinance to read that elected officials must attend 75 percent of all meetings on a semi-annual basis. Motion seconded by Trustee Ehnle.

Approved by roll call vote.

Yeas: President Troutman, Trustee Ehnle, Trustee Delbridge, Trustee Gilroy;

Nays: None;

Absent: Trustee Hughes and Trustee Peterson.

President Troutman declared the motion passed. Assigned Ordinance No. 20-01-03.

**Committee reports: Personnel Committee:** President Troutman addressed the Board advising Personnel Committee had met on January 21, 2020, and discussion on topic to replace vacant Trustee seat was presented in agenda at beginning of Regular Board Meeting of January 21, 2020.

**TIF Committee:** Trustee Gilroy addressed the Board advising the TIF Committee met at 6:20 p.m. on January 21, 2020. TIF Committee received clarification from Steve Kline on the new TIF low interest loan as CDAP had expired. Trustee Gilroy addressed the Board advising question on use of TIF funds in a TIF area, and President Troutman addressed the Board advising would speak with Steve Kline on January 22, 2020 or January 23, 2020 about use of TIF funds within a TIF area.

**Finance Committee:** President Troutman addressed the Board advising the Finance and TIF Committees would need to meet in order to discuss possible business coming to town and, hopefully, by next meeting, Board can vote on proposal to potential business.

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**Any Action Regarding Committee Reports:** None.

**Discuss Comprehensive Planning and Land Use Map:** President Troutman addressed the Board advising President Troutman and Trustee Ehnle along with members of the Comprehensive Planning and Land Use Committee updated some land use areas on the map and are on pace to finish the plan, by February 17, 2020, noting goal would be to have Board vote on the plan by the second meeting in March 2020. President Troutman addressed the Board advising looking at proposals to address commercial areas near Seneca Plant and FCS Company.

**Past due water bill review:** Treasurer J. Delbridge distributed the Past Due Water Bill sheet totaling \$5,915.85 to the Board. President Troutman addressed Treasurer J. Delbridge inquiring if garbage service was stopped on overdue accounts, and Treasurer J. Delbridge responded advising, Thursday, January 23, 2020, as last day to have overdue accounts current.

President Troutman addressed Treasurer J. Delbridge with regard to Account 1895, and Treasurer J. Delbridge responded advising, account owner has not made any payments to date. Trustee Gilroy addressed Treasurer J. Delbridge with regard to Account 1895, inquiring on reimbursement, and Treasurer J. Delbridge responded has been reimbursed but has not made any additional payments on overdue account.

Superintendent of Public Works Gardner addressed the Board with regard to Account 1369 noting there is a leak.

Treasurer J. Delbridge addressed the Board with regard to Account 1686 noting there is a leak, and noting no longer a leak at Account 1897 as has new meter.

President Troutman addressed the Board advising accounts with no new meters received letter from the Village with deadline to schedule new meter installation by February 7, 2020 and to have new meter installed by March 15, 2020 or have service discontinued. Superintendent of Public Works (SPW) Gardner addressed the Board advising water service will be discontinued on those accounts without a new meter installed by March 15, 2020.

President Troutman addressed the Board with regard to one residential account noting Public Works' Employee Hyde had completed service on a water pipe, extended same and reconnected it and the water heater and plumbing will be done at the same time so new water meter can be installed.

Treasurer J. Delbridge addressed the Board advising the letter drafted to those accounts without new water meters reinstated Ordinance. Trustee Ehnle addressed Treasurer J. Delbridge inquiring how many letters were mailed to customers currently without new water meters, and Treasurer J. Delbridge responded, 13 letters. President Troutman addressed the Board advising three (3) account holders responded as of date/time of meeting.

Superintendent of Public Works (SPW) Gardner addressed the Board advising water bill usage was done with new meters even with canning factory noting customers are being more conservative.

**Building permits:** 509 W. Heinz Drive, construct 4-foot high fence in rear of yard and construct 7-foot by 7-foot plastic shed in rear yard.

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**Building permits** (continued): East side of German-Bliss property, construct an 8-foot high chain-linked fence on east end instead of 6-foot fence with 2-foot barb wire. President Troutman addressed the Board advising the higher chain-linked fence was more user friendly.

**Report from the Superintendent of Public Works:** Superintendent of Public Works (SPW) Gardner addressed the Board of the following:

- New loader delivered and exchanged out old for new.
- Public Works' Employee Joey Sarnes worked on flooring at Village Hall and will be working on doors at water plant.
- Received proposal to install bullet proof glass with intercom with drawer at an additional \$1,500.00 and assumption will be when new window installed will lock doors.
- Walker Excavating completed work on a water shut off on S. Santa Fe and fixed sewer line at Stalter property.
- Sewer problems at West Evans Street and believe vendor may have hit sewer line.

Trustee Delbridge addressed Superintendent of Public Works (SPW) Gardner as to whether costs to fix sewer line would be on the vendor, and SPW Gardner responded, will call vendor.

- Wrong-sized pipe was ordered to fix fire hydrant near Seneca plant and new pipe ordered.
- Public Works' Employee Brian has signed up to take water treatment class.
- Public Works' Employee Steve Janssen signed up to take sewer treatment class.
- Conference being held in Effingham, Illinois on Illinois Rural Water and may send some team members from Public Works.

Trustee Delbridge addressed Superintendent of Public Works (SPW) Gardner as to whether a light can be installed in parking lot behind Village Hall.

Superintendent of Public Works (SPW) Gardner addressed the Board advising waiting on sign for Heinz Lane as not done yet.

**Any other business to be brought before the Board:** President Troutman addressed Treasurer J. Delbridge with regard to whether new apartment owner was contacted, and Treasurer J. Delbridge responded, yes. President Troutman addressed Treasurer J. Delbridge requesting the new contact information for the apartment owner as needed to update 911 service. Deputy Sheriff Martinez addressed the Board advising did obtain phone number for new owners at apartment complex but noted owner would prefer calls to phone number on sign first, and Treasurer J. Delbridge responded advising had that number as well.

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**Adjournment:** Trustee Delbridge made a motion to adjourn. Motion seconded by Trustee Gilroy.

Approved by roll call vote.

Yeas: President Troutman, Trustee Ehnle, Trustee Delbridge, Trustee Gilroy;

Nays: None;

Absent: Trustee Hughes and Trustee Peterson.

President Troutman declared the motion passed and Regular Board Meeting adjourned at 8:21 p.m.

Respectfully Submitted,

*Spencer Wilson, Clerk*  
*Village of Princeville, Illinois*