

**Village of Princeville**  
**Minutes of the Regular Board Meeting**  
**May 19, 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 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 JUQ-XWVS-KHU, then click “Ask to Join”**

**By phone, dial-in and listen to the meeting and comment during public comment period as follows: 470-273-8657, PIN: 515-985-772#**

**Prior to the meeting, you can also submit a public comment remotely by email, by sending an email to the Village Clerk at [villagehall@princeville.org](mailto:villagehall@princeville.org) and inserting in the subject line of the email, “Public Comment for meeting May 19, 2020”.**

**The Princeville Village Board met on the above date and time at the Village Hall, 206 N. 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: Trustee Ehnle, Trustee Delbridge, Trustee Hughes, Trustee Peterson, Trustee Wilson, and Trustee Gilroy

Trustees through Google Meet: President Troutman

A quorum was present for the meeting.

Other Village members physically present: Treasurer J. Delbridge, Superintendent of Public Works C. Gardner, and Officer Jason Buckley.

Absent: Municipal Code Officer D. Sullivan

Others present: Officer Buckley

Also present, via Google Meet, Jason Talley.

**MINUTES**

**Police Report:** Officer Buckley reported that there was not a lot to report. There was one custody issue that took place in Ostrom Meadows, and a few medical calls. He reported that the County is in a transition period. With the County Board budget cuts, there has been some shifting of staff. Officer Buckley is working with the officers who will be patrolling Princeville, as to clarifying expectations of the contract, hours, presence, etc. Officer Buckley has made an effort to be in the Village more during the day shift hours.

There is ongoing discussion with the Sheriff about more patrol enforcement. Due to County budget cuts, impacts were made to jail staffing, patrol, etc. Ten officers took voluntary layoffs through July 25. Officer Buckley reassured that anything that is contracted with the Village of Princeville will be covered by the Sheriff’s department. If there are any questions, contact Officer Buckley.

President Troutman asked Officer Buckley to keep record of when patrol staff clocks-in and out.

President Troutman asked Jason Talley to present.

Jason Talley stated that NextLink, an internet provider, has approached him and is interested in purchasing the wireless internet from him. NextLink is a large company out of Texas. Jason stated that they are a reputable and reliable service provider. Jason reminded the Village that his equipment is on top of the water-tower, and if NextLink does purchase his service, that they would need access to the water-tower. Jason wanted to make sure the Village was aware of this before he accepted their offer. NextLink would honor all of Jason's current contracts. Trustee Delbridge asked when Jason needed to know. Jason said July 1<sup>st</sup>.

President Troutman asked Jason if a company representative would be willing to talk/present to the board at the June 1<sup>st</sup> meeting, or meet with the license committee to discuss the contract. This would give the Board a better understanding of the service, customer service, etc. Jason will do an email introduction with all parties to get it scheduled. Jason will also try to get a contract to the Village prior to the June 1<sup>st</sup> meeting, so the Board has time to review, and can ask questions at the June 1<sup>st</sup> meeting. This could then be revisited at the mid-June meeting, given there is a July 1<sup>st</sup> deadline.

Trustee Delbridge recommended putting a TV in the board room so meetings can be broadcast. The TV can be mounted on the South wall. It was also suggested having the camera moved to the south wall, so the public had a better view of the Trustees.

Jason will price shop and work to install a TV by June 1st.

Trustee Delbridge made a motion to approve the purchase of a TV, accessories, etc. at a budget of \$1,000, for use in the Board Room. Seconded by Trustee Peterson

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

Nays: None

President Troutman declared the motion passed.

**Treasurer's Report:** Treasurer Delbridge highlighted the large TIF pay-outs. These were payable this year, before the end of the fiscal year.

Redevelopment Agreement Reimbursement with Brockway Hills Development Co. \$106,327.94 (TIF 2)

Taxing District Reimbursements, per the Intergovernmental Agreement with the school district:

Reimbursement with PCUSD 326, \$201,699.28 (TIF 1)

PCUSD 326, \$4,060.35 (TIF 3)

Trustee Gilroy made a motion to approve the TIF pay-outs, seconded by Trustee Delbridge.

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

Nays: None

President Troutman declared the motion passed.

Treasurer Delbridge also discussed the meeting with Tom Pepper, from Gorenz and Associates. A concern is that Gorenz and Associates would like to do their audit remotely, at the Gorenz and

Associates office, rather than using the Board Room at Village Hall. President Troutman will reach out to Gorenz and Associates to see about alternatives/accommodations. If the audit is not performed in the normal way, as it has been in years past, President Troutman suggested Tom attend the next board meeting to determine the process (how to, where, documentation, etc.) with the Board.

**Paying Additional Bills:** President Troutman mentioned that the Princeville Resource officer took the voluntary furlough. Given she was not working in Princeville for a few days, there would be a reduction in staffing costs.

The bills for April 2020 were distributed to the Board by Treasurer J. Delbridge. Total of April 2020 Bills as presented was \$55,102.16

Trustee Delbridge made a motion to pay the April 2020 bills in the amount of \$55,102.16.  
Trustee Peterson seconded.

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

Nays: None

President Troutman declared the motion passed.

**Revisit the Intergovernmental Agreement with City of Toulon for Purchase and Use of Truck:**

Superintendent Gardner said that the City of Toulon approved the agreement on the truck. The Village of Princeville will write a check for \$22,000 and Toulon will reimburse the Village \$11,000.

Trustee Peterson made a motion to approve the intergovernmental agreement with City of Toulon for purchase and use of the truck. 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.

**Vote on the E.P.A Water Systems Contract Hiring of Kevin Challacombe for Water Treatment Plant, If Available.**

Superintendent Gardner said that the agreement for Kevin Challacombe is completed, with a start date of June 1<sup>st</sup>. The contract will expire May 30, 2021. The contract will renew on a year-by-year basis. Superintendent Gardner asked the Board to approve the contract.

Trustee Delbridge asked about emergencies, asking if Kevin would be on-call. Gardner said Kevin would be on-call, but the emergency cases are rare.

Trustee Wilson asked Gardner if he liked the agreement, and was comfortable with it. Gardner does like the contract. Kevin contracts for two other locations, and this is the same contract he used for them.

President Troutman suggested having an end date as April 30, to end with fiscal year. The renewal contract would then be in-line with the fiscal year, May 1<sup>st</sup> – April 30<sup>th</sup>, each year after that.

Trustee Delbridge asked if 10 visits a month was normal. Gardner said that Kevin will be in Princeville twice a week. Gardner is the official sample collector.

Trustee Wilson made a motion to approve the hiring of Kevin Challacombe, for the Water Treatment Plant, based on the fiscal year, May 1<sup>st</sup> – April 30<sup>th</sup>. Trustee Hughes seconded.

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

Nays: None

President Troutman declared the motion passed.

**Discuss and Vote to Approve the Tabled Agreement between Peoria County Animal Protective Services and the Village of Princeville for the Contract Period of April 1, 2020 through December 31, 2024**

Peoria County Animal Protective Services (PCAPS) did agree to a two(2)-year agreement.

On Page 1 of the contract, Item F, it is requested that the Village receive an annual report, describing the number of animals impounded each quarter and the disposition of each. The Village would like to receive quarterly reports, rather than an annual report.

President Troutman would like to change the end date of the contract to December 31, 2021, not quite a full two years. It was also suggested that PCAPS compare the list of those who are registered in the County with those who are registered in the Village.

President Troutman would like to review the contract, and the reports the Village has received from PCAPS in six (6) months. (Review in October 2020.)

Trustee Gilroy made the motion to adopt the agreement through December 31, 2021. Trustee Delbridge seconded the motion.

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

Nays: None

President Troutman declared the motion passed.

**Discuss Tabled Tri-County Phased Reopening Plan**

President Troutman said that the Governor of Illinois is making new motions/lawsuits. President Troutman suggested reviewing this again at the June 1<sup>st</sup> meeting, to see what has come of COVID-19. May 30<sup>th</sup> is another phased opening plan.

President Troutman has been in contact with many local businesses, churches, etc. about restarting services. This is a tough situation for all of us; the Village wants to get going and generate revenue again.

This was tabled until the June 1<sup>st</sup> meeting.

**Committee Reports**

**Personnel Committee:** Salaries for Village employees for next fiscal year, May 1, 2020– April 30, 2021, were reviewed. The committee recommendation is to give all employees a 3% raise. These will be prorated going back to May 1<sup>st</sup>.

Joseph Sarnes's salary will be raised to equal Brian Holt's. A 3% increase will be added to that. Russ Hyde will not receive a 3% raise, as he is retiring June 2020.

Trustee Delbridge would like the committee to meet to discuss the employee handbook. Gardner would like to be able to distribute this to his employees. The next committee meeting is set for 6:00 PM, June 1<sup>st</sup>, at Village Hall.

Trustee Wilson made a motion to approve the salary increases. Trustee Peterson seconded.

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

Abstain: Trustee Delbridge

Nays: None

President Troutman declared the motion passed.

### **Finance Committee:**

President Troutman stated that overall revenues compared to expenditures look ok. The Village is a little over on revenue, but not too bad. He suggested the Village be sure to categorize/utilize TIF funds as best the Village can. A budget needs to be prepared by the end of July.

### **License Committee:**

Trustee Wilson said that Wineinger's Country Feed & Supply contacted the committee about their liquor license that expired April 30, 2020. The committee suggested that they apply that fee to this half of the year, and they would pay the Village the prorated amount through October 31, 2020.

Trustee Wilson made a motion to prorate their liquor license. A second was made by Trustee Delbridge.

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**

Trustee Ehnle would like to schedule a property committee meeting, scheduled for Friday, May 22 at 6:00 PM

Items to review are:

1. A building permit was submitted for a 12 x 10 garden shed in Aten Acres, but the restrictions say no building unless approved by the Housing committee. The Village is still the approver of any building. (The Village serves as the HOA until the subdivision reaches a 50% capacity.)
2. Discuss using a residential lot as a community garden.
3. Trustee Wilson had concerns about 613 N. Kellar, showing as Village of Princeville. He wasn't sure if that needed to be changed/updated. (Lot 22)
4. There is a new home being built in Aten Acres. Trustee Wilson asked if it has been assessed?

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

Treasurer Delbridge Julie distributed the list of those 30 days or more past due on the water, sewer, garbage and recycle. She stated the balance did go down. Julie did check with Illinois Municipal League and the Village can set our own rules regarding those who are past due, due to COVID-19.

After reviewing the list, a majority of those listed are those who had not paid going back to 2019.

Trustee Wilson suggested payment plans for those over 90 days past due. President Troutman said that we should start by asking those who are past due, to pay at least 25%.

Julie will send out her usual past due letter, giving June 12<sup>th</sup> as a deadline to pay in full, or set up a payment plan.

### **Building Permits**

- 515 W. Evans St. – install 4’ chain link fence in backyard
- 416 S. Cottage Grove – construct above ground swimming pool
- 601 North Town Ave – Alterations to existing garage/windows and walk door
- 601 North Town Ave – Construct 8 x 10 vinyl garden shed
- 533 S. Santa Fe – cover over existing concrete patio.
- 1220 North Town Ave – Above ground pool
- 1220 North Town Ave - Deck around the pool
- 217 N. Cottage Grove Ave. – Above ground pool
- 909 North Town Ave – Install a digital sign by parking lot. (Grade school) 4ft x 6ft

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

- Gardner said he was contacted by Representative Spain’s Office. The Village is on a list for a funded project, but may not be funded until 2022. Gardner is working on a grant that needs to be completed by May 26<sup>th</sup>.
- Darrel Fuchs, is interested in purchasing the Village oil/chip machine for \$19,999. This item will be added to the June 1<sup>st</sup> agenda, to discuss the sale of the equipment. The machine is a 2004, and the Village paid almost \$50,000.
- The Village is patching streets this week. They will be ready for sealing.
- The water treatment plant is in need of a new roof. The roof is twenty-two (22) years old. The cupola is also in bad shape. It would cost \$20,000 to tear off and re-shingle the roof. Gardner will look at reroofing next year.

### **Any Other Business to be brought before the Board**

Julie is looking into a new time-clock.

President Troutman received a letter from Attorneys – Miller, Hall and Triggs. Due to COVID-19, the fees will not be increasing in the next fiscal year.

### **Adjourn**

Trustee Ehnle made a motion to adjourn the meeting. Trustee Delbridge seconded.

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

Nays: None

President Troutman declared the motion passed and meeting adjourned at 8:50 PM.

Respectfully Submitted,

Sarah Cordis, Village of Princeville Clerk