

**Village of Princeville**  
**Minutes of the Regular Board Meeting**  
**November 19, 2019 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, Trustee Peterson, and Trustee Gilroy. Absent: Trustee Haley and Trustee Hughes. A quorum was present for the meeting. Other Village members present: Clerk Wilson, Treasurer J. Delbridge, Superintendent of Public Works Gardner, and Municipal Code Officer Sullivan.

**MINUTES**

**Police report:** Peoria County Sheriff's Community Officer Martinez addressed the Board advising there was nothing new to report. Officer Martinez apologize for not being able to attend the Village Holiday Party.

Municipal Code Officer Sullivan addressed Officer Martinez inquiring on status of tow truck, and Officer Martinez responded advising, tow truck checked out.

President Troutman addressed Officer Martinez advising should snowfall accumulate more than 2 inches that vehicles need to be parked off roadways noting vehicles were parked in roadway on Rebecca after a recent snowfall where accumulation was over 2 inches. Officer Martinez will follow up with owner of vehicles on Rebecca.

Peoria County Sheriff's Lieutenant Butterfield addressed the Board advising had taken over the Community Policing Program and to contact Lieutenant Butterfield with any questions. Board members addressed Lieutenant Butterfield thanking him for introducing himself to the Board.

**Paul Jaquet to Speak to the Board Regarding the Current Contract with Eagle Recycling:** Paul Jaquet addressed the Board advising recycling program within the United States has not gone well since 2017 when China announced it would no longer accept recycled materials. Mr. Jaquet addressed the Board advising Recycling Plants expect to see turnaround within the next year or two. Mr. Jaquet addressed the Board requesting the contract between Eagle Recycling and the Village of Princeville be reopened at this time and asking to increase recycling cost per household by \$.60. Mr. Jaquet addressed the Board advising approximately 60 percent of properties within Village of Princeville participate in the recycling program, and Mr. Jaquet noted at approximately 720 households at \$.60 per month increase would equate to approximately a \$432 a month increase.

Trustee Delbridge addressed the Board advising the recycling service is a great service to have within the Village.

President Troutman addressed the Board recommending the Board consider amendment to the contract.

Trustee Gilroy addressed the Board inquiring if decision was up to Board, and President Troutman responded, if Board approves that increase would not go into effect until January 1, 2020. Mr. Jaquet addressed the Board concurring if Board approved the increase the increase would not go into effect until January 1, 2020.

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**Paul Jaquet to Speak to the Board Regarding the Current Contract with Eagle Recycling** (continued): President Troutman addressed the Board advising approval could be voted on tonight and President Troutman would discuss with attorney for Village in regard to whether an ordinance would need to be written up and passed for change to be made.

President Troutman addressed Superintendent of Public Works Gardner with regard to whether Wigand Disposal did something similar with fuel charge, and Superintendent of Public Works Gardner responded, yes, and would expect would need contract. President Troutman will confer with attorney for Village.

Mr. Jaquet addressed the Board noting the current contract with Village of Princeville is very reasonable with rates being lower than most other customers serviced by Eagle Recycling.

President Troutman addressed the Board and Mr. Jaquet advising would be Monday, November 25, 2019, before President Troutman could have discussion with Attorney Scott Brunton, and President Troutman advised Treasurer J. Delbridge could email question to Attorney Brunton.

**Approve Treasurer's Report:** Treasurer's Report distributed to the Board by Treasurer J. Delbridge. Treasurer J. Delbridge addressed the Board advising Water, Sewer, and Garbage Accounts have all increased since 2018 noting recycling is lower than last year and would research reason for same. Treasurer J. Delbridge addressed the Board advising Water Fund/Expense Fund expenditures, at this time, in 2018 were at 38 percent and, currently, the Fund is at 69 percent. Treasurer J. Delbridge noted reason for the increase was as a result of meter and meter expenses. Treasurer J. Delbridge addressed the Board noting Village as Certificates of Deposits could utilize.

Trustee Gilroy addressed the Board and Treasurer J. Delbridge noting Village used Certificates of Deposits. Superintendent of Public Works Gardner addressed the Board noting as budget is over halfway through that Fund should be around 60 to 70 percent and also noting payments to Walker Excavating was large part of the budget. Superintendent of Public Works Gardner addressed the Board advising can go line by line to see where Village is 275 percent over with Walker for repairs and shutoffs and noted this was in line with other line items.

President Troutman addressed Treasurer J. Delbridge inquiring if Technology Fee was being put in as a separate line item as monies obtained from this fee were to be put toward water meter loan and requested an account be made for same; Treasurer J. Delbridge responded advising, should be able to make an account to for Technology Fee.

Superintendent of Public Works Gardner addressed the Board advising \$226,000.00 interfund, depreciation fund, and R.O. fund got put into water fund. Superintendent of Public Works Gardner addressed Board advising account down approximately \$75,000.00 to \$80,000.00 due to less water usage from Seneca Plant and noted checks expenses to revenues regularly.

Treasurer J. Delbridge addressed the Board advising software provided by Power School that is utilized for accounting ends soon and Board would need to find new software vendor. Municipal Code Officer Sullivan addressed Treasurer J. Delbridge and the Board advising would obtain information on vendor, Zobrio, so Board could review and consider.

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**Approve Treasurer's Report:** Treasurer J. Delbridge addressed the Board advising obtained credit card applications from Princeville State Bank and VISA Spark and inquired if should present same to Finance Committee for review and recommendation. President Troutman addressed Treasurer J. Delbridge and the Board advising the Finance Committee would meet at 6 p.m. on December 2, 2019 in order to discuss the credit card applications, discuss pay review of elected officials, and discuss and review pricing contract for Village from Ambit Energy.

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

Approved by roll call vote.

Yeas: Trustee Ehnle, Trustee Delbridge, Trustee Peterson, Trustee Gilroy;

Nays: None;

Absent: Trustee Haley and Trustee Hughes.

President Troutman declared the motion passed.

**Paying Any Additional Bills:** Additional Bill Sheet of October 2019 distributed to the Board by Treasurer J. Delbridge.

Trustee Gilroy made a motion to approve paying of additional bills in the amount of \$61,301.04. Motion seconded by Trustee Peterson.

Approved by roll call vote.

Yeas: Trustee Ehnle, Trustee Delbridge, Trustee Peterson, Trustee Gilroy;

Nays: None;

Absent: Trustee Haley and Trustee Hughes.

President Troutman declared the motion passed.

**Report from Municipal Code Officer:** Municipal Code Officer Sullivan distributed the Code Officer Report for November 2019 to the Board. Municipal Code Officer Sullivan addressed the Board advising report remained about same with several new violations. Municipal Code Officer Sullivan addressed the Board of the following:

- Recommending Items 2 and 4 as listed under Current Violations Not Completed be turned over to attorney for further action.
- Structure on Woertz is improving but vehicle on property that will need to be removed.
- Inoperable vehicle on Rebecca added to New Violations.
- Worked with Treasurer J. Delbridge to place lien on property with overdue water account.
- Email inquiry made on numbers from Recycling Day and am awaiting response.
- Court order rendered for structure on South Street. Court order distributed to Board by Municipal Code Sullivan. Municipal Code Sullivan addressed the Board noting on or before November 30, 2019 that property owner must replace storm door at front of home, replace all gutters and down spouts, finish repairs to the roof, repair soffits on the kitchen side of the home, paint exterior window trim, replace

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**Report from Municipal Code Officer** (continued):

- (continued) damaged siding, and install new furnace and air conditioning units. Municipal Code Sullivan addressed the Board advising additional requirements were outlined with the distributed court order.
- Recommending Board pursue ordinance violations through property owner of trailer park and not individual park residents being lots are rented.

Trustee Delbridge addressed Municipal Code Officer Sullivan with regard to inoperable vehicle on South Street, and Municipal Code Office Sullivan responded advising, tow truck and van on flat bed located on property.

Trustee Delbridge addressed Municipal Code Officer Sullivan inquiring if Code Officer Report could provide address of violators, and Municipal Code Officer Sullivan responded advising, concerned about public information. President Troutman addressed Municipal Code Officer Sullivan advising, request is to provide address not name(s), and Trustee Delbridge followed up advising, request is to provide address of violators not name(s) of violators. Municipal Code Officer Sullivan addressed the Board advising could provide address information for violators in Code Officer Report.

President Troutman addressed the Board advising had spoken with Municipal Code Officer Sullivan with regard to monitoring debris on property and not in home and tires located in the backyard.

President Troutman addressed Municipal Code Officer Sullivan inquiring if issued trailer court licenses could be located online, and Municipal Code Officer Sullivan responded advising, would research same.

**Any Action Regarding MCO Report:** Trustee Delbridge made a motion to approve authorizing Municipal Code Officer Sullivan to have attorney proceed with action due to current ordinance violations against property owners at 217 Stanton Avenue, noting trailer court and not home, and 917 N. Santa Fe. Motion seconded by Trustee Ehnle.

Approved by roll call vote.

Yeas: Trustee Ehnle, Trustee Delbridge, Trustee Peterson, Trustee Gilroy;

Nays: None;

Absent: Trustee Haley and Trustee Hughes.

President Troutman declared the motion passed.

**Committee reports:** TIF Committee: Trustee Gilroy addressed the Board advising the TIF Committee met at 6:21 p.m. on November 19, 2019 in order to discuss the TIF Application received from German-Bliss. Trustee Gilroy addressed the Board advising it was the recommendation of the TIF Committee to return paperwork to representative at German-Bliss and approve \$10,000.00.

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**Committee reports:** TIF Committee (continued): Trustee Gilroy addressed the Board advising of TIF Committee's recommendation to approve and adopt Princeville TIF District I Commercial Exterior Beautification and Renovation Program whereas approval of the Ordinance would allocate up to \$20,000.00 within the TIF District I Special Tax Allocation Fund during Fiscal Year 2020, ending April 30, 2020, for the purpose of providing grants to property owners and/or business owners undertaking TIF eligible redevelopment projects as allowed under the Program; and, commencing with Fiscal Year 2021, beginning on May 1, 2020, and ending on April 30, 2021, and continuing for each Fiscal Year thereafter through the end of the life of the TIF District I, the Village proposes to allocate an amount not to exceed \$50,000.00 per year within the TIF District I Special Tax Allocation Fun for the purpose of providing grants to property owners and/or business owners undertaking TIF eligible redevelopment projects as allowed under the Program.

**Any Action Regarding Committee Reports:** Trustee Gilroy made a motion to approve \$10,000.00 from the TIF Application submitted by German-Bliss noting a change to scope work due to weather. Motion seconded by Trustee Delbridge.

Approved by roll call vote.

Yeas: Trustee Ehnle, Trustee Delbridge, Trustee Peterson, Trustee Gilroy;

Nays: None;

Absent: Trustee Haley and Trustee Hughes.

President Troutman declared the motion passed.

Trustee Gilroy made a motion to approve ordinance on Approving and Adopting Princeville TIF District I Commercial Exterior Beautification and Renovation Program to supersede any previous programs. Motion seconded by Trustee Peterson.

Approved by roll call vote.

Yeas: Trustee Ehnle, Trustee Delbridge, Trustee Peterson, Trustee Gilroy;

Nays: None;

Absent: Trustee Haley and Trustee Hughes.

President Troutman declared the motion passed. Ordinance No. 19-11-01.

Trustee Gilroy addressed Treasurer J. Delbridge inquiring on whether Treasurer J. Delbridge received and forwarded TIF Application from Clark Oltman of Partners Insurance, and Treasurer J. Delbridge responded, believed was forwarded but would confirm. President Troutman addressed Board advising Partners Agency TIF Project Application was turned in around September 2019.

**Past Due Water Bill Review:** Past Due Water Bill Sheet distributed to the Board by Treasurer J. Delbridge. President Troutman addressed Treasurer J. Delbridge advising owner of Account 343 was deceased, and Treasurer J. Delbridge responded, taken care of bill and made account inactive.

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**Past Due Water Bill Review** (continued): President Troutman addressed Board and Treasurer J. Delbridge inquiring as to whether Village could suspend recycling and trash services of an over water account when residence is unoccupied, and Treasurer J. Delbridge responded advising, would check into same.

Trustee Delbridge addressed Treasurer J. Delbridge inquiring if lines through account meant cleared, and Treasurer J. Delbridge responded advising, Account 1771 owes \$1.43 so put line through account, due to balance being under \$30.00, but those accounts with lines through them were not closed. Treasurer J. Delbridge addressed the Board advising Account 1162 has an overdue balance of \$6.72.

Trustee Gilroy addressed the Board inquiring on what electric utility company would due if an account was overdue by \$6.73, and Trustee Peterson responded advising, disconnect service.

Treasurer J. Delbridge addressed the Board inquiring if Board was looking to have accounts disconnected with overdue balances under \$30.00, noting Account 1406 has an overdue balance at this time of \$.38 (cents).

Trustee Gilroy addressed Treasurer J. Delbridge inquiring on Account 198, and Treasurer J. Delbridge responded advising, final account reading was done on that account.

President Troutman addressed Treasurer J. Delbridge and the Board noting last payment received by the Village for prior Water Account was returned as non-sufficient funds.

**Building Permits:** None.

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

- Tree on W. Spring Street would be coming down Thursday, November 21, 2019.

Treasurer J. Delbridge addressed Superintendent of Public Works Gardner inquiring if tree was on east side of W. Spring Street, and Superintendent of Public Works Gardner responded, yes. Trustee Gilroy addressed Superintendent of Public Works Gardner inquiring if Village was going to plant trees with ones taken down, and Superintendent of Public Works Gardner responded, no, not in right-of-way.

- Christmas lights and lights on gazebo are going up.
- Public Works' Employee Brian is mirroring Public Works' Employee Hyde, and Superintendent of Public Works Gardner looking at classes to enroll Brian, and Brian looking to enroll in online classes and seminars to work at own pace.

Trustee Gilroy addressed Superintendent of Public Works Gardner inquiring on the costs for the online class(es), and Superintendent of Public Works Gardner responded advising, approximately \$1,200.00.

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**Report from Superintendent of Public Works (SPW) (continued):**

- Switching between leaf and snow services.
- Bruner, Cooper & Zuck surveyed Kennedy Street and noted Kennedy Street was set up as a cul-de-sac. Superintendent of Public Works Gardner addressed the Board advising will redo property lines to end road at Kennedy and being the width of the roadway is similar to Wheatley it may cost more but will allow parking.
- Alley behind North side of Main Street and Cottage Grove corner being reviewed.

Trustee Delbridge addressed Superintendent of Public Works Gardner inquiring on thoughts to rectify water issues in alley way behind some of the commercial structures on Main Street, and Superintendent of Public Works Gardner responded, maybe a “V” within alley way, in order to direct water into roadway, in order to address water issue.

- Bruner, Cooper & Zuck obtaining flower recorder numbers.

Trustee Delbridge addressed Superintendent of Public Works Gardner inquiring if this was for west plant, and Superintendent of Public Works Gardner responded advising, yes, but other plants too and possibly going out two (2) years.

- Sewer Plant – EPA did not want to issue an NDS Permit so Village purchased chemicals that eat sludge in lagoons, and Superintendent of Public Works Gardner believes can control with chemicals.

Superintendent of Public Works Gardner addressed the Board advising possible bubble diffuser being considered during sewer renovations.

Superintendent of Public Works Gardner addressed the Board advising spoke with representative from Mid-Century Fiber Communications, and representative had indicated boring work should be completed within two (2) weeks.

Superintendent of Public Works Gardner addressed the Board advising water volume from water plant was about 48 percent of what was done in 2018. Trustee Ehnle addressed Superintendent of Public Works Gardner inquiring if numbers were also down last year, and Superintendent of Public Works Gardner responded, yes, noting between \$70,000.00 and \$90,000.00 was lost in revenue due to less water usage.

Superintendent of Public Works Gardner addressed the Board advising mailboxes were struck by snowplow and, in past, replaced damaged mailboxes, and Superintendent of Public Works Gardner addressed Board advising would do what can to fix issue. Superintendent of Public Works Gardner addressed the Board advising spoke with operator of snowplow.

**Any other business to be brought before the Board:** President Troutman addressed the Board advising 2020 Golf Cart Stickers were ordered.

President Troutman addressed the Board advising Mike Kraft had inquired on Village Levy Ordinance as Village Total Tax Extension decreased from \$169,151.96 to \$119,257.65, and Mr. Kraft was inquiring on reason for

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**Any other business to be brought before the Board** (continued): \$50,000.00 drop and inquiring if Board was aware of any large loss of tax revenue. President Troutman addressed the Board advising maximum increase Board could levy in taxes would be 4.5 percent without having to hold a hearing and that Mr. Kraft had noted if do just 4.5 percent tax levy the budget would not be appropriately funded. President Troutman addressed the Board advising if Board would consider an increase of 5 percent or larger that this would trigger the Truth in Taxation Procedures, and President Troutman would inquire on deadline for Board to take action. President Troutman addressed the Board advising Ordinance was done in Spring 2018. Superintendent of Public Works Gardner addressed Board inquiring if anyway to see how much real estate tax money the Village received, and Treasurer J. Delbridge responded, yes, this can be done. President Troutman addressed the Board advising the Fire District, the Library, and School District should have also seen equalization so questioning same. Superintendent of Public Works Gardner addressed Board inquiring if Mr. Kraft was asking if we did get what was levied and noting assessed valuations must have gone down. President Troutman addressed the Board advising School District, Library, and Fire District did not see as much change as Village. Trustee Gilroy addressed Board inquiring if possible new assessor missed something. Superintendent of Public Works Gardner addressed Board recommending contact be made with Tom (last name not provided).

Trustee Delbridge addressed the Board inquiring on costs to utilize a keycard to enter Village Hall over utilizing a key, and President Troutman responded advising, Board could consider when additional renovations are done at the Village Hall. Treasurer J. Delbridge addressed the Board requesting windows instead of curtain as current divider between Treasurer and incoming visitors, and President Troutman responded advising, Board could consider same along with controlled access.

Clerk Wilson addressed the Board advising of the following:

- Updating codes as relates to Cannabis Laws that go into effect in 2020;
- Updating codes and/or policies as relates to new Anti-Harassment Law that goes into effect in 2020
- Advised of increase in MFT monies due to gas tax increase; and,
- Online sales tax updates that go into effect July 1, 2020.

President Troutman addressed the Board advising of the taxes and changes to Cannabis Law wherein no establishment selling cannabis product could sell food or allow alcoholic beverages to be served.

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**Adjournment:** Trustee Delbridge made a motion to adjourn the Regular Board Meeting at 8:46 p.m. Motion seconded by Trustee Peterson.

Approved by roll call vote.

Yeas: Trustee Ehnle, Trustee Delbridge, Trustee Peterson, Trustee Gilroy;

Nays: None;

Absent: Trustee Haley and Trustee Hughes.

President Troutman declared the motion passed and meeting adjourned at 8:46 p.m.

Respectfully Submitted,

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