

Village of Princeville
Minutes of the Regular Board Meeting
November 5, 2018 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 Sutherland, Trustee Gilroy, Trustee Haley, Trustee Geiger, Trustee Ehnle, and Trustee Delbridge. Absent: None. A quorum was present for the meeting. Other Village members present: Treasurer Hofer, Assistant to Treasurer J. Delbridge, Clerk Wilson, Superintendent of Public Works (SPW) Gardner, and Municipal Code Officer (MCO) Sullivan.

MINUTES

Police report: Peoria County Sheriff's Community Officer Hankins reported to the Board the incident that occurred, since the last meeting, in Princeville, Illinois was an isolated incident. Officer Hankins reported there continues to be issues with automated teller machine (ATM) skimmers, noting a skimmer can be affixed over the mouth of an ATM card reader and can record credit and debit card information, when customers slip their card into the machine, and users of ATMs should give a slight tug on the card reader prior to placing their card in to it, in order to ensure there is not a skimmer attached.

Approve minutes as published: Minutes for October 2018 distributed to the Board by Clerk Wilson. Trustee Gilroy inquired if a new copier was purchased, and Assistant to Treasurer J. Delbridge responded, yes, a new copier was purchased. Clerk Wilson inquired on the last name of Tom from Gorenz and Associates, Ltd., and Treasurer Hofer responded, Peffer. Trustee Gilroy made a motion to approve minutes, with revisions: under Committee report, Property Committee section, Regular Meeting Minutes of October 16, 2018, wherein it should state, "allow Princeville Heritage Museum to farm the six (6) acres of land currently owned by the Village of Princeville and split the profits at 50/50 between the Village of Princeville and the Princeville Heritage Museum; and, adding the last name of Peffer after Tom under the Approval of the 2017-2018 Annual Financial Report for the Village of Princeville. Seconded by Trustee Delbridge.

Approved by roll call vote.

Yeas: Trustee Sutherland, Trustee Gilroy, Trustee Haley, Trustee Geiger, Trustee Ehnle, Trustee Delbridge;

Nays: None;

Absent: None.

President Troutman declared the motion passed.

Treasurer's report: Financials distributed to the Board by Treasurer Hofer. Treasurer Hofer reported to the Board that Village of Princeville is half way through fiscal year and revenues above 50 percent, or 73 percent, and behind on expenses. Treasurer Hofer reported additional property taxes received, or \$131,266.65, with majority going to TIF 1. Treasurer Hofer reported there TIF funds to be utilized for street project at Cottage Grove, school payment, and R.O. payments. Treasurer Hofer reported Assistant to Treasurer J. Delbridge continues to work through organization of files in the Village Hall.

Village of Princeville
Minutes of the Regular Board Meeting
November 5, 2018 7:00 p.m.

Treasurer's Report (continued): Trustee Sutherland made a motion to approve the Treasurer's Report, as presented, with a second by Trustee Haley.

Approved by roll call vote.

Yeas: Trustee Sutherland, Trustee Gilroy, Trustee Haley, Trustee Geiger, Trustee Ehnle, Trustee Delbridge;

Nays: None;

Absent: None.

President Troutman declared the motion passed.

Paying of October 2018 bills: Bills with description for October 2018 distributed to the Board by Treasurer Hofer. Bills for October 2018 amounted to \$26,508.03. Trustee Delbridge made a motion to approve paying of the October 2018 bills, as presented, with a second by Trustee Gilroy.

Approved by roll call vote.

Yeas: Trustee Sutherland, Trustee Gilroy, Trustee Haley, Trustee Geiger, Trustee Ehnle, Trustee Delbridge;

Nays: None;

Absent: None.

President Troutman declared the motion passed.

Greg German of German-Bliss Equipment to address the Board: Greg German spoke to the Board in regard to recent purchase of a Caterpillar (CAT) track loader. Mr. German inquired why not purchase the loader from a local vendor? Superintendent of Public Works (SPW) Gardner responded, advising, last year the Village secured bids, including a bid from German-Bliss, and CAT had the low bid, noting difference was approximately \$400.00 per month. Trustee Haley inquired with Mr. German would it have changed \$400.00 in nine (9) months. SPW Gardner advised bids were secured in March of last year but did not secure the loader until the new fiscal year. Mr. German advised German-Bliss has been in the Village of Princeville for 78 years and it hurts when purchases are made outside of the Village. Mr. German advised German-Bliss purchases locally and considers it important to do same. Mr. German agreed with Trustee Haley in that a \$400 a month difference is a big difference but stated both State and Federal Governments purchase a lot of equipment from German-Bliss and municipalities will sometimes allow 5 percent. SPW Gardner advised when bid for a piece of equipment it is the law to take the low bid. Mr. German stated unless written in to the specs. SPW Gardner advised ethically proper to take low bid and have to have documentation. Mr. German advised knows it can be written in to the specs. SPW Gardner agreed giving 5 percent should be considered, if allowed, and SPW Gardner will consult with attorney for the Village. Mr. German distributed a sheet to the Board on German-Bliss equipment at the store in Princeville, Illinois. Mr. German wants to be sure in future as business owner and understands legal obligations but also hopes Board will give consideration to local vendors and allow opportunity, priority, and have open communications. President Troutman spoke noting Village deserves to have fair bids and 50 percent overage on price and having a payment doubled did not seem feasible and Board had fiscal responsibility to the tax payers of the Village. Mr. German agreed and hoped the Village would give future opportunities. President Troutman inquired if Mr. German would prefer future opportunities be presented direct to Mr. German, and Mr. German responded, yes, or another manager in sales.

Village of Princeville
Minutes of the Regular Board Meeting
November 5, 2018 7:00 p.m.

Greg German of German-Bliss Equipment to address the Board (continued): SPW Gardner noted there were a few other issues and SPW Gardner would like opportunity to set up a date/time to speak with Mr. German in regard to same, and Mr. German advised door is always open. Mr. German noted German-Bliss is a great place to work.

Report from Municipal Code Officer (MCO) Sullivan: MCO Sullivan spoke to the Board advising violations have decreased and attributed due to moving from summer to fall and less need to mow lawns. MCO Sullivan distributed to the Board the Code Offer Report for November 5, 2018.

MCO Sullivan advised property on Main Street is now in compliance, and MCO Sullivan inspected the property, noting new roof, downspouts, and gutters were placed on the building. MCO Sullivan will be moving to dismiss the court case.

MCO Sullivan noted there are still violations of inoperable vehicles and violations of vehicles being parked on grass at several properties, and MCO Sullivan has put those property owners on notice. MCO Sullivan noted receiving an anonymous phone call to advise of a business man parking on the grass, and MCO Sullivan has addressed same with the business man.

MCO Sullivan advised property on Spring Street has till November 30, 2018, in order to be in compliance with ordinance, according to attorney for Village.

MCO Sullivan advised repairs for properties on South Street and Woertz are moving, slowly, and MCO Sullivan will check with attorney for Village on next court date. President Troutman and Trustee Delbridge advised repairs to roof are not complete, noting last update indicated property owner was working on roof and inside structure. MCO Sullivan stated if slow on repairs would like direction from Board on how to move forward. SPW Gardner advised water not yet shut off. MCO Sullivan advised would like to inspect inside the property. Trustee Delbridge inquired what MCO Sullivan would do if allowed access, and MCO Sullivan advised: inspect and secure photos and present same to court for decision. Trustee Haley noted fire occurred in May 2018 but did not believe there was any structural damage. MCO Sullivan advised aware property owner dismissed contractor and has another contractor working on both properties. President Troutman advised if exterior is fixed for property on Woertz that Village not directly concerned with interior of building on that property and did not believe court would give Village access to structure on property. Trustee Sutherland noted the garage for that property is full of debris, and MCO Sullivan advised can request court grant access but it may be denied. Trustee Geiger inquired if the home was legally livable without water, and SPW Gardner responded, advising, property owner wanted to do repairs and requested water be turned off. President Troutman requested MCO Sullivan move on property at South Street first, and MCO Sullivan advised, would do same.

MCO Sullivan reported the Annual Electronic Recycle Day was a success and that a semi was filled with electronics. MCO Sullivan noted the workers were easy to work with and that only a couple of residents were turned away due to not being able to accept freezers and air conditioners due to possibly having freon within them.

Trustee Delbridge inquired about length of time dumpster located at property on South Street, and MCO Sullivan responded, advising, since October 2018, and President Troutman noted, close to 30 days. MCO Sullivan will advise property owner to remove dumpster.

Village of Princeville
Minutes of the Regular Board Meeting
November 5, 2018 7:00 p.m.

Consider and vote on a revision to Ordinance Amending Zoning Code Chapter 17.08.20, Zoning Use Permit-When Required: Trustee Gilroy inquired what this amendment was to accomplish, and President Troutman responded, to eliminate canvas structures. Trustee Gilroy inquired about removal of shipping containers. President Troutman advised railroad cars and canvas structures should be removed. President Troutman advised could add in/strikeout shipping containers and MCO Sullivan could revise. Trustee Delbridge agreed to take out shipping containers as well.

Trustee Delbridge made a motion to accept revision to Ordinance Amending Zoning Code Chapter 17.08.20 with language to include strikeout shipping containers, canvas garages, and railroad cars. Seconded by Trustee Haley.

Approved by roll call vote.

Yeas: Trustee Sutherland, Trustee Gilroy, Trustee Haley, Trustee Geiger, Trustee Ehnle, Trustee Delbridge;

Nays: None;

Absent: None.

President Troutman declared the motion passed.

Consider and vote on a resolution to make the intersection of Town Avenue and High Street a four-way stop: SPW Gardner did observation at the site. President Troutman inquired about putting a stop when pedestrian present sign at location. Trustee Gilroy advised spoke with residents in area and learned difficult to get in and out. SPW Gardner with vehicles parking on High Street sight is a problem but no issues seen during morning hours. Trustee Delbridge noted should get School Board involved. Trustee Geiger noted an individual is at this location directing traffic and often times it is confusing on how traffic should move and wanted to know why signage is not used instead. Trustee Delbridge noted for public safety should involve School Board in this decision. SPW Gardner advised can involve School Board as school does have plans in place for parking at Elementary School and SPW Gardner will contact Superintendent of Princeville Schools Shannon Duling. President Troutman advised the Street Committee could meet with School Board members, and Trustee Delbridge requested SPW Gardner arrange same. SPW Gardner advised would put something together. Trustee Delbridge made a motion to table until Street Committee can meet with the School Board to further discuss. Seconded by Trustee Geiger.

Approved by roll call vote.

Yeas: Trustee Sutherland, Trustee Gilroy, Trustee Haley, Trustee Geiger, Trustee Ehnle, Trustee Delbridge;

Nays: None;

Absent: None.

President Troutman declared the motion tabled.

Consider and vote on pay request from R.A. Cullinan for Cottage Grove improvements: President Troutman noted the work came in under budget. TIF Fund set up to issue \$209,273.80, less \$21,927.41 retained until project completed, or approval needed of \$188,346.48. SPW Gardner noted vote would be for entire amount since project is done, or approval needed from TIF Fund in the amount of \$209,273.80. Trustee Delbridge advised part of street needs addressed, and SPW Gardner responded, advising there is ponding that is occurring at Cottage Grove to South Street and will address in Spring 2019.

Village of Princeville
Minutes of the Regular Board Meeting
November 5, 2018 7:00 p.m.

Consider and vote on pay request from R.A. Cullinan for Cottage Grove improvements: Trustee Gilroy made a motion to issue payment from the TIF Fund for \$209,273.80 to R.A. Cullinan for Cottage Grove improvements. Seconded by Trustee Haley.

Approved by roll call vote.

Yeas: Trustee Sutherland, Trustee Gilroy, Trustee Haley, Trustee Geiger, Trustee Ehnle, Trustee Delbridge;

Nays: None;

Absent: None.

President Troutman declared the motion passed.

Consider and vote on a wage adjustment of a Public Works' employee: President Troutman advised the Personnel Committee reviewed a request for wage adjustment of a Public Works' employee, and Personnel Committee was recommending the Board approve a \$4.00 an hour increase for Russ Hyde retroactive to November 1, 2018. Trustee Sutherland made a motion to approve a wage adjustment of \$4.00 an hour, retroactive to November 1, 2018, with a second by Trustee Haley.

Approved by roll call vote.

Yeas: Trustee Sutherland, Trustee Gilroy, Trustee Haley, Trustee Geiger, Trustee Ehnle, Trustee Delbridge;

Nays: None;

Absent: None.

President Troutman declared the motion passed.

Committee reports: None.

Building permits: 302 E. South Street, demolish a 10-foot by 10-foot metal shed; move storage shed on to yard at 302 E. South Street. Zoning Officer Hyde advised the Board advised Bill Emerick present to provide photographs of storage shed to Board and was made aware of the 3-foot setbacks. Trustee Sutherland and Trustee Delbridge inquired to Mr. Emerick if shed would stay on skids, and Mr. Emerick responded, advising, yes.

Report from Superintendent of Public Works (SPW): SPW Gardner advised the Board that Public Works' Team continues sweeping streets of leaves, noting street sweeper had to be fixed several times.

SPW Gardner advised Public Works' Employee Janssen passed water test and received Class D license and also took class for sewer license.

SPW Gardner advised tree was cut down on North Street.

SPW Gardner advised Memorial (Navy Mother's) will go around tree that was planted in park.

SPW Gardner advised Seneca Foods in Princeville is about at end of processing period, and Public Works' Employee Hyde advised Eric Martin, Vice President of Eastern Operations for Seneca Foods Corporation would be coming to

Village of Princeville
Minutes of the Regular Board Meeting
November 5, 2018 7:00 p.m.

Report from Superintendent of Public Works (SPW) (continued): the Seneca Plant in Princeville to announce end of processing period for 2018. SPW Gardner met with representative at Seneca Foods and learned other uses of pumpkins.

SPW Gardner advised water meter meeting was held at Lillie M. Evans Library and about 4 to 5 residents were present. SPW Gardner advised Frontier installed internet connection and electric was to be installed this week for tower.

SPW Gardner advised Village will need to provide a community mailbox at Aten Acres due to United States Postal Service Requirements. Trustee Sutherland inquired why Village would be responsible to install the community mailbox, and SPW Gardner responded, it was responsibility of Village and would get prices for CBU big box (approximately 16 mailboxes) and give same to post office.

SPW Gardner advised railroad crossing on Walnut would be one way from 8 a.m. till approximately 5 p.m. on November 7, 2018.

Any other business to be brought before the Board: President Troutman advised Akron-Princeville Ambulance Service is holding annual fundraiser and this year for newer ambulance. President Troutman inquired if Village would want to consider a donation to the APA. Treasurer Hofer noted the Village in past years has donated to the APA. Trustee Haley inquired if President Troutman was representing the APA, and President Troutman responded, advising, yes being there were no other members from the APA present. Treasurer Hofer will look up the last donation done by the Village to APA and advise Board.

Trustee Delbridge inquired on how one can get a candidate packet for the Consolidated Election to be held on Tuesday, April 2, 2019, and Treasurer Hofer responded, advising, ad will be put in paper and packets ready no earlier than 8 a.m. on Monday, December 10, 2018, and no later than 5 p.m. on Monday, December 17, 2018.

Trustee Gilroy can President sign off on contract with Adam Merrick Realtor, and President Troutman responded, advising, yes, and to drop off contract at Village Hall or email to President Troutman. Trustee Geiger inquired if attorney for Village had reviewed paperwork, and Trustee Gilroy responded, advising, yes.

Adjournment: Trustee Haley made a motion to adjourn the Regular Board Meeting; seconded by Trustee Geiger.

Approved by roll call vote.

Yeas: Trustee Sutherland, Trustee Gilroy, Trustee Haley, Trustee Geiger, Trustee Ehnle, Trustee Delbridge;

Nays: None;

Absent: None.

President Troutman declared the motion passed and meeting adjourned at 8:18 p.m.

Respectfully Submitted,
Spencer Wilson, Clerk
Village of Princeville, Illinois