

**Village of Princeville**  
**Minutes of the Regular Board Meeting**  
**January 7, 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 Sutherland, Trustee Gilroy, Trustee Haley, Trustee Geiger, Trustee Ehnlé, and Trustee Delbridge. Absent: None. A quorum was present for the meeting. Other Village members present: Assistant to Treasurer J. Delbridge, Clerk Wilson, Superintendent of Public Works Gardner, and Municipal Code Officer Sullivan.

**MINUTES**

**Police report:** Peoria County Deputy Sheriff (PCDS) Hankins advised the Board that PCDS Hankins received complaints of individuals trapping cats within Village limits, and PCDS Hankins would like to remind residents there is an Ordinance that prohibits same within Village limits. PCDS Hankins advised Village has a contract with Peoria County Animal Control and, if residents are having issues with an animal, to contact a representative at the Peoria County Animal Control so it can be addressed.

Superintendent of Public Works spoke in regard to complaints of debris on lawn at a residential home within Ostrom Meadows, and Assistant to Treasurer J. Delbridge, responded, advising Municipal Code Officer Sullivan would be addressing this issue. President Troutman advised drove by residential home within Ostrom Meadows and debris on lawn was a trailer in a driveway and a refrigerator that is tarped.

Peoria County Sheriff (PCS) Asbell spoke to the Board in regard to service contract for policing services within the Village advising the new contract rounded off number to even numbers for convenience. PCS Asbell advised the Peoria County Sheriff's office is open to listening to the needs of the Village and, if hours need modified, to advise PCS Asbell and would work with PCDS Hankins. PCS Asbell advised with a full-service contract that detectives and labs were available to the Village. PCS Asbell advised will have an officer designee at the Princeville School Board Meeting on January 10, 2019 in order to address any questions.

Trustee Geiger inquired if PCS Asbell had spoken with members of the Peoria County Board about idea of a Resource Officer, and PCS Asbell responded, advising, had talked with members and would look to start if approved around the next school year.

Peoria County Sheriff Asbell advised the new policing contract has increments up to potential four (4)-year contract between Peoria County Sheriff's office and Village of Princeville in order to help all better plan: staffing and budget. PCS Asbell advised if the Village Board passed the contract PCS Asbell would present same to the Peoria County Committee for consideration. President Troutman advised the Village Board had approved the Policing Contract at the last Regular Board Meeting and inquired if the first year was still going to have no increase, and PCS Asbell responded, yes.

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**Approve minutes as published:** Minutes for December 2018 were distributed to the Board by Clerk Wilson. Trustee Gilroy made a motion to approve minutes with revisions to the December 3, 2018 meeting notes: clarification on wording with regard to Municipal Code Officer Sullivan’s remark to updating Ordinances for Village and correction to lot numbers with regard to Committee Reports and Action to Committee Reports; specifically, Property Committee, to reflect lots as 19 and 20 and not 20 and 21; as well, to the December 18, 2018 meeting notes: correction to wording within Police Report (word revised from “noting” to “nothing”) and correction to wording under Consider and Vote on any action needed regarding purchase of Aten Acres Phase 6 of Lots 19 and 20 (word revised from “not” to “now”). Trustee Geiger seconded the motion as aforementioned.

Approved by roll call vote.

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

Nays: None;

Absent: None.

President Troutman declared the motion passed.

**Treasurer’s report:** Financials distributed to the Board by Assistant to Treasurer J. Delbridge. Assistant to Treasurer J. Delbridge advised the Board there was a payment in the amount of \$28,396.55 for well 4 payment that was not on the Treasurer’s report and noted \$227,000.00 payment to Core & Main will not come out until work is completed. Superintendent of Public Works Gardner advised payment to Core and Main can go out 90 days. Trustee Sutherland made a motion to approve the December 2018 treasurer’s report, as presented, with a second by Trustee Gilroy.

Approved by roll call vote.

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

Nays: None;

Absent: None.

President Troutman declared the motion passed.

**Paying of December 2018 Bills:** Bills for December 2018 were distributed to the Board by Assistant to Treasurer J. Delbridge. Bills for December 2018 totaled \$235,171.94. Trustee Geiger made a motion to approve paying of the December 2018 Bills, pending Village receives loan from bank for \$227,000.00, with a second by Trustee Delbridge.

Approved by roll call vote.

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

Nays: None;

Absent: None.

President Troutman declared the motion passed.

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**Report from Municipal Code Officer (MCO) Sullivan:** Municipal Code Officer Sullivan distributed the Municipal Code Officer Report for January 7, 2019 to the Board. MCO Sullivan spoke to Board advising had Ordinance on licensing of animals updated to include cats and noted fee to be \$2.00 per animal and fine for failure to have a license on a pet as described in ordinance is \$20.00. MCO Sullivan advised received list of animals housed within Village limits and can complete and mail a reminder letter to residents owning animals within Village limits on requirement to purchase a license. Trustee Delbridge inquired if Village could fine for pet owners for not having a license, and MCO Sullivan, responded, yes, \$20.00.

Municipal Code Officer Sullivan advised the Board had not yet received the final numbers from recycling representative in regard to Village Recycling Day.

Municipal Code Officer Sullivan advised the Board a representative from a demolition company will be inspecting structure on property (apartments) owned by Village at 10 a.m. on January 9, 2019 at no cost to the Village. MCO Sullivan advised the demo company will salvage from the property what can be salvaged and Superintendent Gardner will speak with representative on January 9, 2019. Municipal Code Officer Sullivan advised the Board the structure on property located on S. South Street can be demolished as Village received default judgment from court.

Trustee Sullivan inquired to MCO Sullivan on structure to a property located on Woertz Road, and MCO Sullivan responded, can move forward with requesting court render judgment if Board wished MCO Sullivan to do same. Trustee Ehnlé inquired to MCO Sullivan time frame, and MCO Sullivan responded, advising about 35 days and will contact Sheriff's office to assist with eviction. Superintendent of Public Works Gardner inquired to MCO Sullivan why not make current property owner demolition the structure on property, and MCO Sullivan responded, advising, can request at hearing held by court. President Troutman advised Board can proceed to consider and vote at a future meeting on a company to demolish structures on properties.

Municipal Code Officer Sullivan advised the Board continues to monitor property on Marilyn and, at present, no current violations. MCO Sullivan advised the Board several new violations as indicated in report and continues to work with Village in regard to any potential new violations.

**Any action needed regarding the MCO report:** None.

**Approve Ordinance of the Village of Princeville, Peoria County, Illinois, Providing for Borrowing of \$220,000.00 from Morton Community Bank for the Purpose of Financing the Water Meter Upgrade Project as Part of the Village Waterworks System:** Proposed Ordinance distributed to the Board. Trustee Haley made a motion to approve the Ordinance, as written, with a second by Trustee Sutherland.

Approved by roll call vote.

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

Nays: None;

Absent: None.

President Troutman declared the motion passed and assigned Ordinance 19-01-01.

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**Approve Ordinance Regarding Installation and Maintenance of New Electronic Water Meters for Village's Waterworks System:** Proposed Ordinance distributed to the Board. President Troutman advised the Board an Ordinance was needed for entry into homes to replace water meters as part of the Village's Waterworks System. Superintendent of Public Works Gardner advised the Board there is an Ordinance for sewer but Village needed one for water meters. Trustee Delbridge made a motion to approve the Ordinance, as written, with a second by Trustee Ehnle.

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 assigned Ordinance 19-01-02.

**Consider and Vote on Moving Part-Time Employee to Full-Time Employment:** Trustee Geiger stated was under impression this would be considered in March 2019, and Superintendent of Public Works responded, advising, Joey Sarnes was able to renew regular driver's license now and obtain a commercial driver's license. Trustee Geiger inquired if there would be any concerns with budget, and Superintendent of Public Works Gardner responded, no issue with budget as had two (2) full-time employees budgeted prior in addition to Julie Delbridge and Steve Janssen. President Troutman advised starting hourly wage would be \$16.00 and would be reviewed and discussed at meeting for upcoming fiscal year. Trustee Geiger inquired if this was a new position as Board had eliminated the full-time position and made it a part-time position, and Trustee Delbridge responded, advising when Board hired Joey Sarnes it was advised position was part time but would be considered for full time. Trustee Geiger inquired if there was anything legally the Village was required to do, and Superintendent Gardner responded, advising, would discuss with attorney for Village. Trustee Delbridge made a motion to approve moving Joey Sarnes from part-time employment to full-time employee at \$16.00 an hour, with benefits, retroactive to January 7, 2019, contingent upon no additional requirements needing to be met after attorney for Village approves. Trustee Haley seconded the motion.

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:** No committees met. President Troutman requested the Codification Committee meet with MCO Sullivan on reviewing and updating Village codes/ordinances.

President Troutman inquired to Assistant to Treasurer J. Delbridge if Treasurer Hofer obtained pool report, and Assistant to Treasurer J. Delbridge responded, no.

**Any action needed to be taken regarding committee reports:** None.

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**Russ Hyde to speak to the Board regarding requested variances for 633 Cardebloran Lane:** Russ Hyde spoke to Board advising 633 Cardebloran Lane is a .65-acre lot with a home on it that is currently owned by E. B. Building & Lumber Company, Inc. as a residential partial and C2 commercial parcel. Trustee Gilroy inquired if residential still same size, and Mr. Hyde responded, eight (8)-foot side yard is the required but C2 has no setback so one could put a building on the property line. Mr. Hyde inquired if there was need to have side yard and back yard setback with buffer zone, and Trustee Haley spoke, stating, believe Zoning Board should discuss issue. Mr. Hyde advised there is a transitional buffer yard between districts of ten (10)-foot side yard and twenty (20)-foot rear yard. Mr. Hyde advised industrial zoning has and could apply to C2 commercial zoning district. Trustee Gilroy inquired what would need to be done, and Mr. Hyde responded, advising, go through Zoning Board and then to Village Board. President Troutman spoke, stating, this would take said property from 9,600 feet down to 5,000 feet, and Trustee Haley spoke, stating, that is half. President Troutman spoke, advising, had concern and Board should consider on variances. Mr. Hyde advised property owner could keep home on property and could still put a structure right on the property line. Mr. Hyde inquired to the Board whether to leave as is or put set back and buffer zone. Trustee Haley inquired if Municipal Code Officer Sullivan could add language, and President Troutman responded, advising would have MCO Sullivan make request to add language. Trustee Haley inquired if Village had map of property, and Superintendent of Public Works Gardner responded, can print off from G.I.S. President Troutman spoke to MCO Sullivan inquiring if MCO Sullivan could add language, and MCO Sullivan responded, advising, yes, can add language. Mr. Hyde stated residential to C2 commercial change request would need to be done. MCO Sullivan advised the Board can have change prepared for Regular Board Meeting scheduled for January 22, 2019.

**Building permits:** None.

**Report from Superintendent of Public Works:** Superintendent of Public Works (SPW) Gardner spoke to Board advising well 3 had no production and vendor to inspect in order to determine the issue, and SPW Gardner advised there is a warranty in place. Trustee Delbridge inquired if this was the pump that was recently rebuilt, and SPW Gardner responded, yes, and SPW Gardner will know more by January 22, 2019. Trustee Sutherland spoke, stating, hopes it wasn't the pump, and SPW Gardner, responded, advising Village has a back-up pump.

Superintendent of Public Works Gardner advised the Board that Joey Sarnes is working on building at Princeville Aquatic Center with sanding, painting, and changing aluminum caps of partitions in changing rooms/bathrooms and would give another year or two longevity. Superintendent of Public Works Gardner advised the Board that Joey Sarnes sanded and worked on picnic tables.

Superintendent of Public Works Gardner advised the Board that Steve Janssen is performing maintenance services with changing oil on equipment and upkeep on Village facilities.

Superintendent of Public Works Gardner advised the Board that all Christmas decorations were taken down and stored away.

Superintendent of Public Works Gardner advised the Board that replacing of water meters is scheduled to begin on January 27, 2019, emailed vendor to obtain background checks on those representatives performing the service and would provide those representatives with a Village identification badge. SPW Gardner advised the Board that notice would be sent seven (7) to ten (10) days prior to scheduled start date.

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**Report from Superintendent of Public Works (continued):** Superintendent of Public Works Gardner advised the Board that Russ Hyde worked on altitude valve and is performing work on the chemical room.

Superintendent of Public Works Gardner advised the Board is demolition vendor does not demolish the structure (apartments) on Spring Street can secure equipment to demolish or secure bids to ensure insurance coverage. MCO Sullivan inquired to SPW Gardner would that include the smaller structure on the property, and SPW Gardner responded, yes. Trustee Gilroy inquired to MCO Sullivan in regard to the owner of property that was utilized for concrete, and MCO Sullivan responded, working with property owner to see if owner will donate property to the Village. SPW Gardner spoke to MCO Sullivan, advising, understanding was property was owned by Shipley, and MCO Sullivan responded, had called number on listing.

Trustee Delbridge inquired to SPW Gardner in regard to contingencies if additional work was needed at structure of a water-serviced customer by the Village, in order to replace water meter, and SPW Gardner responded, it would be property owner's responsibility but vendor will have extra valves on hand. SPW Gardner advised the vendor was made aware any additional work needing at a structure of a water-serviced customer by the Village would be the property owner's responsibility and vendor and homeowner would address.

Trustee Delbridge advised SPW Gardner the curb on South Street is broke-up, and SPW Gardner will investigate.

**Any other business to be brought before the Board:** President Troutman reminded everyone of the following events:

January 17, 2019, Joint Board Meeting at 7 p.m. at the Lille M. Evans Library;  
January 19, 2019, Christmas Party at 6 p.m. and to RSVP to Sue Hofer or Julie Delbridge; and,  
January 22, 2019, Regular Board Meeting at 7 p.m. at the Village Hall.

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

Approved by roll call vote.

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

Nays: None;

Absent: None.

President Troutman declared the motion passed and meeting adjourned at 8:09 p.m.

Respectfully Submitted,

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