

Village of Princeville
Minutes of the Regular Board Meeting
August 7, 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 Gilroy, Trustee Geiger, Trustee Ehnle, and Trustee Delbridge. Absent: Trustee Sutherland and Trustee Haley. A quorum was present for the meeting. Others Village member present: Treasurer Hofer, Clerk Wilson, Superintendent of Public Works Gardner, and Municipal Code Officer Sullivan.

MINUTES

Police report: Peoria County Community Officer Hankins reported that although there was no official report of car break-ins there were some and Officer Hankins encouraged the community to report same to the Peoria County Sheriff's Office so action can be taken. Officer Hankins reported spoke with Lieutenant in regard to support to have speed limit lowered on North Santa Fe and Lieutenant will assist.

Treasurer's report: Financials distributed to the Board by Treasurer Hofer. Treasurer Hofer reported two large payments were made out of TIF 1; Village Well #4 payment of \$28,177.50, at two (2) times a year, and Lille M. Evans payment of \$25,000.00, annually. Treasurer Hofer noted the budget for the Princeville Aquatic Center was still in the red but had improved from 2017. Treasurer Hofer advised credit card payments posting for payments as the Princeville Aquatic Center show as Square on the report. Treasurer Hofer noted the budget numbers are up-to-date. Treasurer Hofer advised \$17,723.67 additional tax monies received. Treasurer Hofer advised direct deposit started for payroll for Employees of the Village. President Troutman inquired if the fee of \$75.00 was issuance of permits for golf carts, and Treasurer Hofer responded, yes. Trustee Gilroy made a motion to approve the treasurer's report, as presented, with a second by Trustee Geiger.

Approved by roll call vote.

Yeas: Trustee Gilroy, Trustee Geiger, Trustee Ehnle, and Trustee Delbridge;

Nays: None;

Absent: Treasurer Sutherland and Trustee Haley.

President Troutman declared the motion passed.

Paying of July 2017 additional bills: July 2018 additional bills distributed to the Board by Treasurer Hofer. Additional bills for July 2018 amounted to \$79,548.57. Trustee Gilroy made a motion to approve paying of July 2018 additional bills, as presented, with a second by Trustee Delbridge.

Approved by roll call vote.

Yeas: Trustee Gilroy, Trustee Geiger, Trustee Ehnle, and Trustee Delbridge

Nays: None;

Absent: Trustee Sutherland and Trustee Haley.

President Troutman declared the motion passed.

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

Matt Kauffman to do presentation for solar farm: Matt Kauffman spoke to Board. Mr. Kauffman advised Cypress Creek Renewables is a developer of solar power. Mr. Kauffman advised a project was presented to introduce a solar farm to Akron-Princeville, Illinois, about a half mile south of Illinois Route 90. The project would encompass approximately 20 acres, produce approximately two (2) megawatts of power, service around 320 homes, bring approximately 25 local jobs during development, and it would be a \$4,000,000.00 investment by Cypress Creek Renewables. Mr. Kauffman noted application was filed with Peoria County and the application was set to go in front of a committee on August 9, 2018. Mr. Kauffman was present at meeting to answer questions. Mr. Kauffman noted Evergreen bugger would go on the north side of the project, approximately 500 feet in and would consist of approximately eight (8) rolls of trees on Route 90.

President Troutman inquired on what property the land would be developed, and Mr. Kauffman responded, Mr. Shipley's property.

Russ Hyde of Princeville Public Works Department inquired if the hearing on August 9, 2018 was to request a Special Use Permit, and Mr. Kauffman responded, yes.

Trustee Gilroy inquired how many solar panels would be in this project, and Mr. Kauffman responded, 9,000 solar panels wherein each panel was approximately seven (7) to eight (8) feet.

President Troutman inquired if the panels would rotate, and Mr. Kauffman responded, yes.

Trustee Delbridge inquired if all power produced would go into lower voltage lines within five (5) to ten (10) miles into the city, and Mr. Kauffman responded, yes. Mr. Kauffman noted this was a subscription model.

Trustee Gilroy inquired on the subscription model, and Mr. Kauffman responded, customers would have to apply for solar energy. Mr. Kauffman noted residents would become subscribers and have some savings but noted this was still being worked out. Mr. Kauffman noted all projects must be zoned by January 15, 2019.

President Troutman will check on pre-annex on edge of Village as this may fall within the area of the Village and may need to have paperwork completed. President Troutman and Trustee Delbridge believed only one (1) mile from Village limits but Trustee Sutherland was under the opinion it was two (2) miles from the Village limits.

Report from Municipal Code Officer: Municipal Code Officer (MCO) Sullivan provided Board with copy of the Code Officer Report as of July 2, 2018. MCO Sullivan advised excellent cleanup was done at property located at 132 N. Walnut Ave. after MCO Sullivan placed an orange abate sticker and gave a week to bring the property to code.

Violation sent to property on Spring Street with regard to three (3) foot of weeds.
Windows repaired at property that previously housed commercial entity, Polar Bear.
Violations Not complete:
308 W. Evans, debris

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

Report from Municipal Code Officer (continued):

New violations:

406 E. Main Street, weeds
409 W. North, inoperable vehicle
Santa Fe, inoperable vehicle/high grass
409 N. Walnut, property maintenance violations (fence)
100 N. Town, parking violation (non-hard surface)
135 N. Walnut, property maintenance violation
Walnut, property maintenance violation

Completed violations:

107 W. Spring, high weeds
210 E. North, high grass/weeds
132 N. Walnut, debris/weeds
216 S. Cottage Grove, parking violation
102 E. Main Street, property maintenance violation (windows)
Spring Street (Tree Farm), high weeds

No new violations at property on Marilyn Street; continuing to monitor

MCO Sullivan advised Treasurer Hofer continues to provide on regular basis any new violations; as well, MCO Sullivan continues visual observations for any new violations

MCO Sullivan three (3) properties were sent to Village Attorney for action: Main Street (roof issues); Apartments on Spring (property maintenance issues); South Street (property maintenance).

MCO Sullivan noted owner of property on South Street is supposedly working on property maintenance, and Trustee Delbridge advised inspector attempted inspection but ran into issue with hornets. MCO Sullivan observed mold on outside of property on South Street and will have this property served.

MCO Sullivan noted owner of property of Apartments on Spring has moved but was found and served. MCO Sullivan advised property owner wants to sign property over to Village. MCO Sullivan noted there was approximately \$3,000 in back taxes owed on the property. MCO Sullivan noted if goes to court all liens/taxes would likely be wiped out. President Troutman recommend Village accept property, pay back taxes, and Village would demolish property with it being a potential prospect for future developers. Trustee Geiger inquired if there were any other liens, and MCO responded, a title search would reveal any other liens.

MCO Sullivan noted owner of property on Main Street wants to sign property over to Village. MCO Sullivan advised property owner that roof would need repaired and Village would drop lawsuit once repairs were completed to code. Trustee Delbridge inquired if this property has gone to court, and MCO Sullivan responded, yes. MCO Sullivan advised reason property owner was advised lawsuit would not be removed until property brought up to code. President Troutman noted it was almost a year since TIF Committee met with property owner and property owner has taken no action to repair property since.

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

Report from Municipal Code Officer (continued): MCO Sullivan advised two (2) additional properties on Walnut are being reviewed for action as well due to violations.

MCO Sullivan advised new code tickets/fines wherein anyone issued a code ticket/fine would be given 15 days to make payment or violator would be given court date.

MCO Sullivan advised Recycle Day for the Village is set for Saturday, October 27, 2018, 8 a.m. to 12 p.m.

Trustee Geiger inquired on violations for two (2) properties, on either side of property occupied by Cordis and Cordis, on Walnut, and MCO Sullivan advised would inquire to learn legal owner as was supposedly sold for deed according to records.

Trustee Geiger inquired who was responsible for weeds on sidewalks, and Superintendent Gardner responded, property owner should be responsible in accordance with code for businesses. MCO Sullivan will advise business owners by sending correspondence to all business owners on Main Street. Superintendent Gardner advised most believe Village is responsible for weed maintenance on sidewalks but it is in fact the business owner's responsibility.

Any action needed regarding the MCO report: Trustee Geiger inquired on the cost to demolish the structure at 521 Spring Street, and Superintendent Gardner responded, approximately \$20,000.00 to demolish. Trustee Geiger advised possibly holding on taking over the property until someone can look at property and provide cost to demolish. Trustee Gilroy, Trustee Delbridge, and Superintendent Gardner stated property used to be a pole barn. Superintendent Gardner inquired about asking court, and MCO Sullivan responded, yes, but if no assets could place a lien. Trustee Geiger made a motion to accept donation of property at 521 Spring Street, paying up to \$3,500.00 in property taxes, pending no other liens on the property. Motion was seconded by Trustee Delbridge.

Approved by roll call vote.

Yeas: Trustee Gilroy, Trustee Geiger, Trustee Ehnle, and Trustee Delbridge

Nays: None;

Absent: Trustee Sutherland and Trustee Haley.

President Troutman declared the motion passed.

Consider and vote on water meter purchase contract with Core and Main: Superintendent Gardner advised study was done. Superintendent Gardner advised work would include installing one tower on top of South Tower, 750-meter base station, hand held devices, training, and installation of all equipment. The cost to Village would be \$369,901.00 with rebates applied. Superintendent Gardner noted doing the project in 2018 would provide about 20 percent in rebates back to Village. Trustee Geiger on how to fund, and Superintendent Gardner responded, loan and utilizing Certificate of Deposits (CDs). Superintendent Gardner advised potential delay as some CDs are coded water/sewer and possible these CDs would need to be used half for water and half for sewer. Superintendent Gardner noted once water loan is paid in full then funds could be used to pay off where CDs used. President Troutman advised approximately \$150,000.00 in CDs and approximately \$210,000.00 would be borrowed.

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

Consider and vote on water meter purchase contract with Core and Main (continued): Superintendent Gardner advised approximately \$4.00 to \$5.00 would be charged to each water customer, per month, as technology fee to help pay for the upgrade. Trustee Delbridge inquired if Board had already voted amount of technology fee, and President Troutman responded, no. President Troutman advised the Board was waiting on financing in order to determine amount of fee. Trustee Geiger inquired on what Committee would set the fee, and President Troutman responded, Water and Sewer Committee.

President Troutman advised met with representatives at Busey Bank about loan proposal; 2 percent over CD rate, but it would require commitment of every CD as collateral and would have to transfer all CDs to Busey Bank. President Troutman also reviewed loan proposals with other banks; Princeville State Bank, 1.65 percent received over CD rate; F&M Bank, 2 percent secure over CD rate; Hometown Community Bank, 2.15 percent secured over CD rate. President Troutman felt Village should stay with a non-secure loan in order to maintain control of CDs. President Troutman presented the following breakdown with a loan proposal of \$210,000.00 to \$220,000.00:

<u>Hometown Community Bank</u>	<u>Princeville State Bank</u>	<u>F&M Bank</u>
1-year term for 2.97%	5-year term for 3.70%	5-year term for 3.00%
5-year term for 3.54%	6-year term for 3.85%	7-year term for 3.35%
7-year term for 3.76%	7-year term for 4.10%	10-year term for 3.9375%
10-year term for 3.88%	10-year term for 4.75%	

President Troutman advised Accountant for Village recommended a 10-year loan.

Trustee Delbridge made a motion to purchase water meters from Core and Main at a cost of \$369,901.00. Seconded by Trustee Geiger.

Approved by roll call vote.

Yeas: Trustee Gilroy, Trustee Geiger, Trustee Ehnle, and Trustee Delbridge

Nays: None;

Absent: Trustee Sutherland and Trustee Haley.

President Troutman declared the motion passed.

Superintendent Gardner advised hoping to begin installing new water meters by end of September 2018 and that Village would look to estimate water usage for approximately two (2) months during the installation.

Superintendent Gardner advised all new water meters should be installed by end of November 2018. Trustee Delbridge inquired if every water customer would start with clean slate, and Superintendent Gardner responded, not some until meter read. President Troutman stated this was reason to get all delinquent water bills current. Superintendent Gardner advised Treasurer Hofer will get list of all landlords utilizing water service from Village as landlord would be responsible for all water bills once new meters installed. President Troutman inquired if it would still be possible to meter each multi-tenant building and send breakdown to landlord, and Superintendent Gardner responded, yes.

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

Consider and vote on water meter purchase contract with Core and Main (continued): Trustee Geiger inquired on interest of loan in the amount of \$220,000.00, at 10 years, at 3.88 percent interest, and representative from Hometown Community Bank responded, approximately \$8,500.00 a year in interest based upon a \$220,000.00 loan at 10 years at interest rate mentioned. Trustee Geiger indicated that would be approximately \$85,000.00 in interest over 10 years. Trustee Geiger noted at that rate the technology fee of \$5.00 would be a break-even fee. Superintendent Gardner advised \$150,000.00 in CDs paid for by residents. Trustee Geiger inquired if the sewer and water accounts were on same account, and President Troutman responded, separate accounts. Superintendent Gardner noted Environmental Protection Agency (EPA) does not want unaccounted water to be over 10 percent and that Village is currently at 30 percent, and Superintendent Gardner noted the new meters would help Village alleviate unaccounted water usage.

Consider and vote on new water meter loan proposals if available: Trustee Ehnle made a motion to accept the water meter loan proposal presented by Hometown Community Bank at 3.88 percent interests, with 10-year unsecured loan term, up to maximum loan amount of \$220,000.00 with letter of certificate from Village Attorney. Seconded by Trustee Geiger.

Approved by roll call vote.

Yeas: Trustee Gilroy, Trustee Geiger, Trustee Ehnle, and Trustee Delbridge

Nays: None;

Absent: Trustee Sutherland and Trustee Haley.

President Troutman declared the motion passed.

Consider and vote on hiring new Public Works employee: President Troutman advised four (4) candidates but one (1) declined. President Troutman, Trustee Sutherland, and Trustee Delbridge reviewed/interviewed the candidates with President Troutman noting Trustee Delbridge sat in Committee meeting as Trustee Haley was unable to attend due to family emergency. President Troutman advised the first candidate was a “no show;” second candidate inquired about requirement to be in-town resident; and third candidate was Steve Janssen. President Troutman advised Personnel Committee received request from Applicant Steve Janssen in regard to salary of \$40,000.00 a year and prorating the vacation of one (1) week through December 31, 2018 and then vacation of two (2) weeks beginning January 1, 2019. President Troutman advised the Board that the Personnel Committee believed this to be a reasonable request by the candidate, as Mr. Janssen currently has five (5) weeks of vacation with current employer, and Personnel Committee recommended the Board approve Mr. Janssen’s requests if offered the full-time position as Public Works Employee.

President Troutman advised Village Public Works employee Derek Gray submitted his two-week’s notice on August 7, 2018, and the Personnel Committee recommended that the Board fill the full-time position with a part-time position as new water meters may require less staff. Superintendent Gardner recommend posting the open position in the newspaper. Clerk Wilson inquired about advertising the open position on Facebook. President Troutman advised could advertise new position in both venues as well as post the open position on the Village’s website. Trustee Geiger inquired if the part-time Public Works employee must reside within the Village limits, and President Troutman responded, yes, in order to respond in a timely manner to emergencies.

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

Consider and vote on hiring new Public Works employee (continued): Trustee Geiger made a motion to make an offer of employment to Steve Janssen for the full-time Village Public Works position with a starting salary of \$40,000.00, plus benefits, and overtime as needed, and one (1) week of prorated vacation for 2018 and then two (2) weeks of vacation beginning January 1, 2019. Trustee Gilroy seconded the motion.

Approved by roll call vote.

Yeas: Trustee Gilroy, Trustee Geiger, Trustee Ehnle, and Trustee Delbridge

Nays: None;

Absent: Trustee Sutherland and Trustee Haley.

President Troutman declared the motion passed.

Committee reports: Personnel Committee: Personnel Committee met, on July 31, 2018, in order to interview prospective candidates for the recently vacated public works general laborer position. Meeting was called to order at 6:56 p.m. by President Troutman and roll call conducted by President Troutman. Trustee Sutherland and Trustee Delbridge were in attendance along with Superintendent of Public Works, Chad Gardner. Trustee Delbridge was filling in for Trustee Haley who was unable to attend due to family emergency. Meeting was scheduled to begin at 6:30 p.m. but first candidate was a "no show," so Committee delayed starting until arrival of second candidate. Candidate Craig White interviewed with the Committee. Committee interviewed a third and final candidate, Steve Janssen. Personnel Committee discussed both applicants and rendered a decision to recommend an offer of employment be made to Steve Janssen. Personnel Committee also recommended Mr. Janssen's starting annual salary be \$40,000.00, plus benefits, and overtime as needed.

Licensing Committee: Trustee Ehnle noted the Licensing Committee needed to meet in order to discuss some topics.

Property Committee: Trustee Gilroy noted the Property Committee would meet at 6 p.m. on August 20, 2018. Public Works Employee Russ Hyde advised Projecting Energy variance for Special Use Permit. Mr. Hyde noted some properties not developed for three (3) years. Mr. Hyde inquired if there was any expiration date on Special Use Permits, and Superintendent Gardner responded, if no expiration listed then no expiration. Trustee Geiger advised Special Use Permits had no expiration date, and President Troutman agreed.

Trustee Geiger noted 8 percent on 10 lots was excessive for realtor commission noting 7 percent is the going rate. Trustee Geiger noted lots at Aten Acres sat for three (3) years without action or advice from realtor until Property Committee acted. Trustee Delbridge inquired if there was commission on remaining lots for 90 days, and President Troutman responded, only if there was something in works. Trustee Delbridge advised Realtor Kim Ely offered to meet with Property Committee, and President Troutman responded, Committee should agree to meet with any realtor with interests.

Any action needed to be taken regarding Committee reports: None.

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

Building permits: 623 N. Veterans Drive, build single family dwelling with anticipated complete date of February 6, 2019; 804 E. James Street, construct 14-foot by 15-foot addition to garage with anticipated completed date of October 2018.

Report from the Superintendent of Public Works: Superintendent Gardner advised Woertz Road ditch is completed and seeded. President Troutman, Trustee Geiger, and Trustee Delbridge acknowledged completion of the work and noted completed work looked good.

Superintendent Gardner noted parking lot at North tower is done, and Superintendent Gardner noted, once invoice received for rocks, it will be sent to the School District for payment.

Superintendent Gardner advised Village needs to extend tile that goes beside swimming pool at Princeville Aquatic Center, which exits behind Murphy's lot in Aten Acres, and it runs to the sewer plant. Superintendent Gardner noted the tiles would need to be taken out and run underground. Superintendent Gardner secured a proposal from Thompson/McCoy for \$6,138.48 to do the work once the crops are harvested. Trustee Delbridge inquired if the work would affect the current developments, and Superintendent Gardner responded, no.

Superintendent Gardner advised the old membranes were pulled and new ones put in at the Water Plant.

Superintendent Gardner had two (2) estimates for shaping and blacktopping the alley, on the North side of Main Street with the lowest estimate being from Potter for \$9,000.00. Superintendent Gardner would work on fill and shape alley with rock and budget next year to asphalt or seal it if approved by Board.

Superintendent Gardner noted used to spray at sewer plant but local fertilizing companies won't spray as too small an area and equipment too big. Superintendent Gardner noted a resident in the area near sewer plant had concern with bugs coming from sewer plant. Superintendent Gardner advised spoke with several other areas living near the sewer plant and none of those residents had any issues or concerns with bugs coming from the sewer plant. President Troutman noted that possibly new hire, Steve Janssen, could spray insecticide at sewer plant as he is licensed.

Superintendent Gardner advised received new skid loader from Caterpillar; it is a five-year lease with first payment due at end of first year; \$5,000 per year or approximately \$441.00 a month.

Superintendent Gardner noted canning would begin at the Seneca Plant on Tuesday, August 14, 2018.

Trustee Delbridge advised the street sign is bent over at Edwards and hard to read, and Superintendent Gardner responded, he will look into same.

President Troutman advised there is a speed limit sign laying behind the fire department, and Superintendent Gardner responded, he will look into same.

President Troutman requested Superintendent Gardner send supervisor up to ambulance building to provide estimates, and Superintendent Gardner responded, he would do same.

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

Report from Superintendent of Public Works (continued): Public Works Employee Russ Hyde updated Board on EPA evaluation. Mr. Hyde advised some items were addressed and EPA has given Village 45 days to address remaining items. Mr. Hyde advised the monitoring report needs changed. Superintendent Gardner advised Mr. Hyde has almost all items addressed from the EPA's report and will request the EPA allow Village to the end of the year to update the monitoring report.

Adjourn: Trustee Geiger made a motion to adjourn; seconded by Trustee Delbridge.

Approved by roll call vote.

Yeas: Trustee Gilroy, Trustee Geiger, Trustee Ehnle, and Trustee Delbridge

Nays: None;

Absent: Trustee Sutherland and Trustee Haley.

President Troutman declared the motion passed and meeting adjourned at 8:52 p.m.

Respectfully Submitted,

Spencer Wilson, Village Clerk
Village of Princeville, Illinois