

**Village of Princeville**  
**Minutes of the Regular Board Meeting**  
**February 20, 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, and Trustee Delbridge. Absent: Trustee Ehnle. A quorum was present for the meeting. Other Village members present: Treasurer Hofer, Clerk Wilson, and Superintendent of Public Works Gardner.

**MINUTES**

**Police report:** No report.

**Princeville Civic Association (PCA) report:** Julie Delbridge advised the Board entertainment was booked for Friday and Saturday of the Heritage Days and was looking to book entertainment for Thursday. Mrs. Delbridge noted the football auction would be held on Friday. Mrs. Delbridge noted Dave Stear looking for volunteers to help at Troutman Park. Mrs. Delbridge worked with Sally Hanley and Doug Streitmatter on completing Village forms for the building at 116 E. Main Street that is currently vacant. Mrs. Delbridge met with Joe Cave, Manager at FCA, in order to visit the facility and provide Mr. Cave with Enterprise forms. Mrs. Delbridge inquired on possible food co-ops and the grocery store. Mrs. Delbridge requested to attend the Rural Community and Economic Development Conference, in Springfield, Illinois, March 7<sup>th</sup> and 8<sup>th</sup>, 2018, noting the entrance fee of \$175.00. Trustee Sutherland made a motion to cover the costs for Julie Delbridge to attend the Rural Community and Economic Development Conference in Springfield, Illinois, March 7<sup>th</sup> and 8<sup>th</sup>, 2018, with a second from Trustee Geiger.

Approved by roll call vote.

Yeas: Trustee Sutherland, Trustee Gilroy, Trustee Haley, Trustee Geiger, Trustee Delbridge,  
President Troutman;

Nays: None;

Absent: Trustee Ehnle.

President Troutman declared the motion passed.

**Paying of January 2018 Additional bills:** Additional bills for January 2018 were distributed to the Board by Treasurer Hofer. Additional bills for January 2018 totaled \$37,640.33. Trustee Delbridge made a motion to approve paying of the January 2018 Additional bills, as presented, with a second by Trustee Geiger.

Approved by roll call vote.

Yeas: Trustee Sutherland, Trustee Gilroy, Trustee Haley, Trustee Geiger, Trustee Delbridge,  
President Troutman;

Nays: None;

Absent: Trustee Ehnle.

President Troutman declared the motion passed.

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**Trustee Sutherland to address the Board:** Trustee Sutherland advised Board that The Veterans of Foreign Wars of the United States (VFW) building would be closing in March and was asking for permission to store seven (7) rifles and four (4) flags at the Village Hall. Trustee Geiger inquired if these were real rifles, and Trustee Sutherland responded, advising they were capped rifles. Trustee Delbridge noted these rifles were for show and Trustee Geiger inquired on who the rifles were registered. President Troutman indicated with use of Village Hall by others within Village possibly security and/or liability issues but would check on same. Trustee Geiger noted if attorney for Village gave okay did not see an issue but wanted to know if the rifles could be unplugged. Trustee Haley indicated risk of rifles being stolen. President Troutman noted if the rifles are registered there may be an issue with storing them at the Village Hall. Superintendent Gardner advised could check with Stanley to see if has certification. President Troutman noted would check with attorney for Village and provide response. Trustee Geiger inquired on the last day for the VFW, and Trustee Sutherland responded, March 5, 2018.

**Consider and vote on donation request from Parent Teacher Organization (PTO):** Representative with the PTO spoke to the Board requesting a donation of a Family Pool Pass from the Princeville Aquatic Center in order to utilize in a raffle that would benefit the PTO. Trustee Geiger made a motion to approve donating a Family Pool Pass from the Princeville Aquatic Center to the Princeville Parent Teacher Organization (PTO) with a second by Trustee Gilroy.

Approved by roll call vote.

Yeas: Trustee Sutherland, Trustee Gilroy, Trustee Haley, Trustee Geiger, Trustee Delbridge, President Troutman;

Nays: None;

Absent: Trustee Ehnle.

President Troutman declared the motion passed.

**Library Director to speak to the Board about library events in the park:** Director Beth Duttlinger advised the ice cream social held in 2017 was a success and would be looking to hold another in 2018. Director Duttlinger advised would be holding Music in the Square starting the first Friday in July and hold the event July 6<sup>th</sup>, July 13<sup>th</sup>, and July 20<sup>th</sup>, with the Caterpillar band and had contacted Bradley University for the string quartet. Director Duttlinger noted the Princeville Civic Association (PCA) would help with the costs of the bands. Director Duttlinger will try to get local restaurants to sell food, soda, and water during this year's St. Jude Run. Director Duttlinger requested permission to utilize the Gazebo at the Park and help from the Village with setting up for bands, setting up of tables, and take down, and Superintendent Gardner responded, advising to contact him to set up dates/times for the help.

**Committee reports:** Property Committee – Trustee Gilroy noted the Property Committee met on February 20, 2018 and in attendance as well were Dan Heinz, Mike Murphy, and Stephanie Murphy. Trustee Gilroy noted the Committee was looking to recommend selling a lot at Aten Acres Phase 6 for \$10,000.00 with forgiveness of the \$10,000.00 if there was substantial development of the property within a year after purchase and, if not, the lot would be deeded back to the Village. Trustee Gilroy noted after six months the price would increase to \$15,000.00 a lot with forgiveness of \$15,000.00 if there was substantial development of the property within a year after purchase and, if not, the lot would be deeded back to the Village. Trustee Haley inquired if

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recommendation was to sell a lot for \$10,000.00 and if substantially built by one year, and Trustee Geiger responded, yes. President Troutman inquired if up to \$15,000.00 would forgive \$10,000.00 as stated this would make it more enticing to purchase a lot within the first six months. Trustee Gilroy inquired if Board thought six (6) months may be too short of time and stated will need advertisement. President Troutman inquired if Cordis and Cordis agreed to waive rights, and Trustee Geiger responded, advising if Cordis and Cordis agree to waive rights as Cordis hired the real estate agent. Trustee Gilroy inquired if the contract was with ReMax, and President Troutman responded, yes, the contract is still with ReMax. Trustee Geiger noted ReMax Agent Kim may have a potential buyer and Dan Heinz may have two (2) potential buyers of lots within Aten Acres Phase 6. Trustee Sutherland inquired on possibility of extending the road out in the development, and Trustee Geiger responded, recommending sell lots first and Trustee Gilroy may have a development of a retirement home near area. Superintendent Gardner advised Woertz Avenue is where road would come out. Trustee Gilroy noted a property developer was coming to the Village Hall on February 23, 2018 to further discuss the retirement facility.

Personnel Committee – President Troutman advised the Personnel Committee met on February 19, 2018. President Troutman noted Superintendent Gardner provided description of job positions for Village Superintendent and Employees of the Village Public Works Department noting there may be some changes made. President Troutman noted the Personnel Committee will meet on March 6, 2018 at 7:00 p.m. to review the job descriptions and work on hiring part-time employee for Village Hall around mid-May 2018. President Troutman encouraged Trustees to attend Personnel Committee meetings. President Troutman noted working on finalizing Employee Guidebook. Trustee Geiger inquired if there would be a formal review process for Employees added to the Employee Guidebook, and Trustee Haley responded, advising majority of discussions were in regard to the part-time Employee position for the Village Hall. President Troutman advised Treasurer Hofer provided past book guidelines and there was notation in the guidelines about annual Employee reviews. Trustee Geiger noted the importance to document the reviews. Superintendent Gardner noted the reviews can be positive, and Trustee Haley responded, it provides opportunity for Superintendent and Board chance to expand on feedback and will assist Trustees when evaluating compensation. President Troutman noted will be looking to conduct evaluations in April 2018 and interviewing for part-time position to start in May 2018.

**Any action needed to be taken regarding committee reports:** Trustee Delbridge made a motion to reduce price of a lot at Aten Acres Phase 6 to \$10,000.00 with promissory note forgiving \$10,000.00 if substantially built in 12 months and, if not, the lot would be deeded back to Village; and, after six (6) months, increasing price of a lot at Aten Acres Phase 6 to \$15,000.00 with promissory note forgiving \$10,000.00 if substantially built in 12 months and, if not, the lot would be deeded back to Village, with Steve Kline drawing up paperwork, with contemplating Cordis and Cordis signing release of contract, and Steve Kline defining “substantially built,” with a second by Trustee Geiger.

Approved by roll call vote.

Yeas: Trustee Sutherland, Trustee Gilroy, Trustee Haley, Trustee Geiger, Trustee Delbridge,  
President Troutman;

Nays: None;

Absent: Trustee Ehnle.

President Troutman declared the motion passed.

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**Consider and vote on tree service quote:** President Troutman noted read tree service quote for the Ash trees in park at \$2,040.00 with this being a two (2)-year program. Trustee Sutherland inquired if possible to save the Ash trees, and Superintendent Gardner responded, believed possible. President Troutman noted the service would be to inject with product into four (4) Ash trees in the Square. Superintendent Gardner advised the Ash trees provide a good amount of shade within the park.

\*(clerk's note: Trustee Haley departed at 7:43 p.m. due to a fire call)

Trustee Sutherland made a motion to pay \$2,040.00 to inoculate the four (4) Ash trees in the square over the next two (2) years with a second by Trustee Delbridge.

Approved by roll call vote.

Yeas: Trustee Sutherland, Trustee Gilroy, Trustee Geiger, Trustee Delbridge, President Troutman;

Nays: None;

Absent: Trustee Haley and Trustee Ehnle.

President Troutman declared the motion passed.

**Review past due water bills:** Overdue water bill sheet as of February 20, 2018 was distributed to the Board by Treasurer Hofer. Treasurer Hofer noted the two largest overdue water bills come from properties on Woertz Road and West Spring Street. Trustee Delbridge inquired if those water bills more than 60 days are being shut off, and Superintendent Gardner responded, Village cannot shut off water during colder months. Trustee Delbridge responded inquiring if this was due to homes being heated with hot water heat, and Superintendent Gardner responded, yes. Trustee Gilroy inquired about those residents not receiving water bills, and Treasurer Hofer advised those are being addressed. Treasurer Hofer also noted new residents on East Main Street had not come up to the Village to active water service, and President Troutman responded Sarnes are the new residents on East Main Street.

\*(clerk's note: Trustee Haley returned at 7:50 p.m. from a fire call)

Treasurer Hofer noted continuing with process of collecting overdue monies and current overdue water bill sheet is less than last month's sheet.

**Building permits:** None.

**Report from Superintendent of Public Works:** Superintendent Gardner had to pump sewer drains on February 19, 2018, due to heavy rains. Superintendent Gardner advised Well Pump #3 tripped on overload and a bearing is likely out, and Peerless is sending someone to service. Superintendent Gardner noted the cost to repair Well Pump #3 will likely be around \$25K to \$30K. Superintendent Gardner advised there was a water leak at the Water Plant and it was repaired but is recommending the Board consider replacing the pipes soon being some of them are 20 years old and are eroding from the raw water. Superintendent Gardner noted there are still a few street lights out and is working with Ameren. Superintendent Gardner advised Steve Janssen has a person that can provide trees to the Village at a cost of about \$225 a tree, delivered, and Village would plant, and Superintendent Gardner was recommending possible Maple or English Oak trees. Trustee Gilroy inquired on possibility of securing some produce-bearing trees, and Superintendent Gardner noted those types of trees may require regular treatments. Trustee Gilroy noted produce-bearing trees do not necessarily require regular treatments and are not too messy.

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**Report from Superintendent of Public Works** (continued): Superintendent Gardner noted Mr. Janssen's person has approximately 65 trees available. Superintendent Gardner noted Canadian Cherry trees are normally 25 to 30 feet tall and taller trees are needed for shade in the parks. Trustee Geiger made a motion to authorize up to \$1,000.00 to purchase trees for the parks with a second by Trustee Gilroy.

Approved by roll call vote.

Yeas: Trustee Sutherland, Trustee Gilroy, Trustee Haley, Trustee Geiger, Trustee Delbridge,  
President Troutman;

Nays: None;

Absent: Trustee Ehnle.

President Troutman declared the motion passed.

**Any other business to be brought before the Board:** President Troutman thanked and asked Superintendent Gardner to thank the Employees of the Village Public Works Department for their exceptional job with removal of snow. President Troutman noted there is personal property sitting in the front yard at 601 N. Town Avenue, and President Troutman requested Treasurer Hofer follow up with Municipal Code Officer (MCO) Dan Sullivan in regard to possibly citing the owner for ordinance violation. Trustee Sutherland inquired if possible for Village to remove the personal property, and Superintendent Gardner responded, the property may have a lien on it. President Troutman noted MCO Sullivan notified and taking care of issue as well as other issues President Troutman made MCO Sullivan aware. President Troutman noted the property on Spring Street was cleaned-up. President Troutman noted Jason Talley has all cameras operational and will set up a monitor at the Village Hall and will set up software on Treasurer Hofer's computer. Trustee Gilroy inquired on the size of the monitor, and President Troutman responded, it would be a 24-inch monitor and likely would be completed by next meeting and would have Jason Talley explain the system to the Board at the next meeting. Trustee Geiger noted Matt Palmer would like to address the Board at the next meeting in regard to the Little League. President Troutman noted Dave Stear will be speaking and providing a presentation on Troutman Park at the grade school on March 11, 2018.

**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 Delbridge,  
President Troutman;

Nays: None;

Absent: Trustee Ehnle.

President Troutman declared the motion passed and meeting adjourned at 8:07 p.m.

Respectfully Submitted,

*Spencer Wilson, Clerk  
Village of Princeville, Illinois*