

**Village of Princeville**  
**Minutes of the Regular Board Meeting**  
**May 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 Sutherland, Trustee Haley, Trustee Ehnle, and Trustee Delbridge. Absent: Trustee Gilroy. A quorum was present for the meeting. Trustee Geiger arrived at 7:02 p.m. Trustee Gilroy arrived at 7:21 p.m. Other Village members present: Treasurer Hofer, Clerk Wilson, and Superintendent of Public Works Gardner.

**MINUTES**

\*Clerk's Note: Trustee Geiger arrived at 7:02 p.m.\*

**Police Report:** Peoria County Deputy Sheriff Hankins advised no activity to report. Officer Hankins reminded residents to lock vehicle doors as there were reports of vehicle break-ins in neighboring communities. President Troutman requested Treasurer Hofer add the reminder for residents to lock vehicle doors to the Village's website. Trustee Haley recommended Sheriff Hankins post the reminder to the Princeville Families webpage on Facebook.

**Approve Minutes as published:** Regular Board Meeting Minutes for April 2018 were distributed to the Board by Clerk Wilson. Trustee Sutherland made a motion to approve minutes, as presented with a second from Trustee Haley.

Approved by roll call vote.

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

Nays: None;

Absent: Trustee Gilroy.

President Troutman declared the motion passed.

**Approve Treasurer's Report:** Treasurer's Reports for April 2018 were distributed to the Board by Treasurer Hofer. Treasurer Hofer advised fiscal reports were due and transfer all now al processed with nine (9) corrections made, and Treasurer Hofer will be meeting with Public Accountant Tom Peffer to go over budget as believes needs submitted soon.

Trustee Geiger inquired how much Village receives from MFT tax, and Superintendent Gardner responded, advising, MFT tax monies received are per capita as verified with County. Trustee Sutherland made a motion to approve the Treasurer's report, as presented, with a second from Trustee Delbridge.

Approved by roll call vote.

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

Nays: None;

Absent: Trustee Gilroy.

President Troutman declared the motion passed.

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**Paying of Bills and Additional Bills:** Bill sheets for April 2018 was distributed to the Board by Treasurer Hofer. Bills and Additional Bills for April 2018 totaled \$42,710.08. Trustee Delbridge made a motion to approve paying of the April 2018 Bills and April 2018 Additional Bills, as presented, with a second by Trustee Geiger.

Approved by roll call vote.

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

Nays: None;

Absent: Trustee Gilroy.

President Troutman declared the motion passed.

**Report from the Municipal Code Officer:** President Troutman advised Municipal Code Officer (MCO) Sullivan would not be present due to illness in family.

President Troutman advised procedures for issuing Violations not yet complete and are looking to pursue through court. President Troutman advised letters were sent to property owners with ordinance violations. President Troutman advised MCO Sullivan will contact property owner of business on Walnut with regard to getting façade of building up to code. President Troutman advised no new violations for the property located on Marilyn.

Trustee Delbridge noted there was a property owner with two (2) vans on property without license plates.

President Troutman requested those knowing of any ordinance violations to email MCO Sullivan at [codeenforcement@princeville.org](mailto:codeenforcement@princeville.org).

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

**Sheriff Asbell to speak to the Board:** Peoria County Sheriff Asbell advised the contract with the Peoria County Sheriff's Office and the Village of Princeville expired on April 30, 2018. Sheriff Asbell advised was looking to Council of Peoria County to approve year-to-year contracts and Sheriff Asbell would like to meet with Board in order to discuss reasonable rates going forward. Sheriff Asbell requested Board consider extending prior contract between Peoria County Sheriff's Office and Village of Princeville until December 31, 2018, noting there would be no increase in service provided for the remainder of 2018.

**Consider and vote on extension of police contract:** Trustee Geiger made a motion to extend the contract for police services with the Peoria County Sheriff's Office and the Village of Princeville until December 31, 2018, with no increase to rate, with a second by Trustee Delbridge.

Approved by roll call vote.

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

Nays: None;

Absent: Trustee Gilroy.

President Troutman declared the motion passed.

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**Dan Heinz to address the Board:** Mr. Heinz advised the plat for the new subdivision (Aten Acres, Phase 6) has a 25-foot setback in the front and wanted to know why. President Troutman responded, advising was uncertain why the setback was set at 25 feet.

\*Clerk's Note: Trustee Gilroy arrived at 7:21 p.m.\*

Mr. Heinz advised there is 40 ½ feet from road if going by rules and 31 feet at Ostrum Meadows or 34 feet from curb to front of house at Ostrum. Mr. Heinz inquired if has to set back the home 40 feet? Mr. Heinz noted North line to South line is 91 feet; 25 feet in front and 30 feet in back, leaving 36 feet to build a home. Mr. Heinz noted none of the homes currently located in Ostrum Meadows would fit into plats at Aten Acres, Phase 6 with current setbacks. Superintendent Gardner advised there is a 66 foot right of way at Aten Acres and believes Ostrum Meadows has a 50-foot right-of-way. Zoning Officer Hyde advised 20 feet is code in town and that 25-foot setback is bad noting by time take 25 feet off one side and 25 feet off the other side there would be less than 30 feet for the back yard. Superintendent Gardner advised was not sure why setback was 25 feet. Trustee Haley noted uncertain if Board would find resolution tonight and recommended Mr. Heinz take this issue to the Property Committee. President Troutman concurred with Trustee Haley. Trustee Geiger inquired if the Zoning Board should not meet to discuss, and Trustee Sutherland responded, advising the Property Committee should review this issue. President Troutman recommended the Property Committee set up a date/time to meet and invite Mr. Heinz. Trustee Geiger recommended Zoning Officer Hyde, Property Committee, and Mr. Heinz meet. Mr. Heinz noted buyers need to be informed of the size house that can be put on a plat, and Trustee Geiger responded, advising that per the Board's recommendation the Property Committee would need to hear this matter. Mr. Heinz noted if a builder cannot put a 1,600 square foot home on a plat in Aten Acres, Phase 6, what size home could one build, and Superintendent Gardner responded, lots are all set up similar. President Troutman recommended the Property Committee set up a date/time to further discuss, and Trustee Geiger responded, advising would set up a date/time.

**Kim Ely with Remax/Traders to address the Board:** Mrs. Ely advised there is an offer to purchase Lot 8 at Aten Acres, Phase 6, contingent on platting of the lot, utilities being established, and asking the Board for 18 months from when contingencies are met by the Village. Mrs. Ely noted buyer is looking to build a 1,550 square foot home at a value of \$190,000.00 and will satisfy Promissory Note. Mrs. Ely noted the closing date to be 30 days from date contingencies met. President Troutman noted Zoning Officer Hyde advised a new street name would be needed at this area in order to be in compliance with 911 services. Trustee Geiger recommended the issue of a new street name go to the Property Committee. Mrs. Ely noted \$1,250.00 for one-time listing contract would be needed for Lot 8, Aten Acres, Phase 6.

Trustee Geiger made a motion to approve a one-time listing contract for \$1,250.00 for Lot 8, Aten Acres, Phase 6, 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.

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**Consider and vote on approving offer for Lot 8, Aten Acres, Phase 6:** Trustee Haley made a motion to approve the offer for Lot 8, Aten Acres, Phase 6, as presented by Mrs. Ely, 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 (Ordinance 18-05-01).

**Consider and vote on proposed ordinance for residential solar panels in the Village:** Trustee Delbridge made a motion to approve the Ordinance for Residential Solar Panels in the Village, as presented, with a second 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.

**Consider and vote on updating special use ordinance:** Trustee Delbridge made a motion to table updating the Special Use Ordinance, until required updates made, 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 tabled.

**Consider and vote on a request to allow one house on two lots in Aten Acres, Phase 6:** Mrs. Ely advised has an agent with possible client looking to combine Lots 5 and 6, and Mrs. Ely was looking to see possibility of Board making three (3) lots out of Lots 1, 2, 3, and 4 within Aten Acres, Phase 6. Mrs. Ely noted has client interested in purchasing a lot if Board would consider combining Lots 19 and 20 or, as previously making three (3) lots from Lots 1, 2, 3, 4 and, if Board would consider aforementioned, the client would be interested in purchasing Lots 1 and 2, Aten Acres, Phase 6. Trustee Geiger advised any reasonable offer could be made for Board's consideration. Mrs. Ely inquired if electrical between Lots 1 and 2 could be moved, and Superintendent Gardner responded, advising, electrical could not be made but could look into how much it would cost to move the electrical transformer. Trustee Geiger noted Board would need an offer prior to Board authorizing expense to move an electrical transformer if it was possible. Trustee Gilroy noted it would be nice if possible to move the electrical transformer. Trustee Ehnle noted wants the lots to remain uniform. President Troutman inquired if lots

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**Consider and vote on a request to allow one house on two lots in Aten Acres, Phase 6** (continued): combined would Board consider forgiving purchase price for both lots, and Trustee Gilroy responded, advising, Board would only forgive one (1) purchase price if lots combined. Mrs. Ely inquired if the Board was going to move forward with combing Lots 1, 2, 3, and 4 in Aten Acres, Phase 6, and Trustee Sutherland responded, inquiring, has client made offer to purchase so Property Committee and Board can consider. Superintendent Gardner noted would need to redo appraisal value. Trustee Geiger inquired who would pay to relocate electrical transformers if Lots 19 and 20 went from two (2) lots to one (1) lot and Lots 1, 2, 3, and 4 went from four (4) lots to two (2) lots, all within Aten Acres, Phase, 6, respectively, and Superintendent Gardner responded, advising, the purchaser would need to pay to relocate the electrical transformers. President Troutman advised Ms. Ely if an offer was received that the Property Committee would review and make recommendation to the Board.

**New law rates from Miller, Hall & Triggs:** President Troutman read from correspondence addressed to President Troutman, dated April 20, 2018, with regard to legal services rendered by Miller, Hall & Triggs. President Troutman advised new rates for utilizing legal services: Partners: \$197.00 per hour; Senior Associate Attorneys: \$178.00 per hour; Associate Attorneys: \$124.00 per hour; and should partner Dennis Triggs assist with any project, Attorney Triggs' rate would be \$218.00 per hour. President Troutman noted these rates became effective May 1, 2018.

**Consider and vote on resolution to close streets for Heritage Days:** Trustee Sutherland made a motion to approve Resolution to close portion of North Street and Main Street to Tremont and Evans, beginning at 12 p.m., Wednesday, June 20, 2018, and to reopen aforementioned streets at 12 p.m., Sunday, June 24, 2018, for Heritage Days, with a second 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.

**Committee reports:**

Property Committee: Met on May 1, 2018 in order to discuss Aten Acres, Phase 6 addition.

Personnel Committee: Met on May 7, 2018 in order to review employee wages and applications for part-time position and set up interview dates. Personnel Committee received four (4) applications for the part-time position and will set up interviews and present to Board at next Regular Board Meeting.

**Any action needed on Committee reports:** None.

**Building permits:** 408 E. Spring Street: construct 8 ft. by 8 ft. shed/317 S. Edwards: construct 6 ft. privacy fence/521 W. Main Street: construct 10 ft. by 20 ft. wood deck/724 W. Main Street: demolish home/601 N. Town Avenue: install new windows and door at home/316 W. Creek Court: demolish 8 ft. by 10 ft. shed/316 N. Creek Court: construct 16 ft. by 20 ft. shed.

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**Report from Superintendent of Public Works:** Superintendent Gardner advised of the following:

- Islands were constructed at Main and Walnut, currently waiting on stop signs, and Potter and Son's Blacktopping would asphalt;
- 200 feet of sidewalk on W. Main Street is in bad shape and will need repaired;
- Sidewalk in front of funeral home is getting replaced and curb will be replaced;
- Water/Sewer lines installed at Aten Acres
- Talked with contractor about installing/constructing curbs and gutters at Aten Acres
- Pool will be drained on May 8, 2018

Superintendent Gardner advised Joe House inquired about having Village water service at his residence but does not want to annex to Village as owns 7 acres of land that could be utilized for farm animals, and Superintendent Gardner advised Mr. House wanted permission to bore into water line, at Mr. House's expense, and Superintendent Gardner noted would bring same to Board for consideration. Superintendent Gardner noted Village has approved similar requests in the past and that there is a 6-inch water main at the end of the McGinn's property and Village would make tap and Mr. House would have to bore under creek and pay extra water rate. Superintendent Gardner noted Mr. House was aware would have to disconnect well service prior to hooking up to Village water service should Board approve.

Superintendent Gardner advised preliminary costs for new water meters is \$370,000.00 and, if put \$7.00 technology fee that this would pay off costs for new water meters and would be good for 20 years. Superintendent Gardner noted \$180,000.00 loan would be paid off in 2019 on the reverse osmosis and had talked to bank about loan for new water meters. Superintendent Gardner noted \$90,000.00 would be available as TIF could be utilized. President Troutman noted if Village has Certificates of Deposit (CDs) coming to maturity could utilize monies from there to assist with purchase costs of new water meters. Trustee Delbridge advised when Village of Dunlap upgraded water meters that every resident paid \$100.00. Trustee Geiger noted with approximately 750 residential homes with water meters and charging \$7.00 a month for technology fee, Village would see approximately \$63,000.00, per year, (750 residents multiplied by \$7.00, multiplied by 12 months), and within 10 years this would amount to approximately \$630,000.00. Superintendent Gardner advised initially start-up costs would be approximately \$450,000.00. Trustee Geiger noted there was a big sewer project forthcoming, and Superintendent Gardner responded, advising, it would be approximately two (2) to three (3) years before the sewer project would begin. Trustee Gilroy inquired if there were maintenance costs, and Superintendent Gardner responded, advising could get some fees waived on maintenance costs. Trustee Ehle inquired if antennas or tower needed for new water meters, and Superintendent Gardner responded, tower. Trustee Geiger noted Sewer/Water Committee could meet to discuss increasing fees for upgrade of system, and Superintendent Gardner recommended Board should consider enough monies for the upgrades. Trustee Sutherland inquired if there were any restrictions with the loan, and Superintendent Gardner responded, advising was uncertain at this time if there were any restrictions.

Trustee Delbridge inquired if Village could purchase concrete barriers to utilize when shutting down streets, and Superintendent Gardner responded, he would look into costs and report back to Board.

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**Report from Superintendent of Public Works** (continued): Superintendent Gardner inquired if Board had finalized decision on awning at Aquatic Center, and Trustee Geiger responded, advising, maybe a retractable awning. Superintendent Gardner advised had provided costs for a 14 ft. by 12 ft. retractable awning, and Trustee Geiger responded, advising, Board approved costs to purchase. President Troutman noted the Board approved to go forward but had not approved an actual dollar amount.

**Any other business to be brought before the Board:** President Troutman noted Germez & Associates will audit Village, and Treasurer Hofer advised will need signature and may require approval by the Board. Trustee Delbridge made a motion to approve the audit of the Village accounts by Germez & Associates 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.

**Motion to leave regular session and go into closed session:** Trustee Delbridge made a motion to leave regular session and go into closed session per 5 ILCS 120/2, chapter 102, paragraph 42, section 2(c)(1) for the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body and section 2(c)(21) for the discussion of minutes of meetings lawfully closed under this act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. Trustee Geiger 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 to leave regular session at 8:46 p.m.

**Motion to leave closed session and return to regular session:** Trustee Delbridge made a motion to leave closed session and return to executive session 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 to leave executive session at 9:06 p.m. Regular session started at 9:06 p.m. with President Troutman, Trustee Sutherland, Trustee Gilroy, Trustee Haley, Trustee Geiger, Trustee Ehnle, and Trustee Delbridge answering present.

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**Consider and vote on any items from executive session:** Trustee Gilroy made a motion and seconded by Trustee Delbridge to approve a cost of living wage adjustment of two (2) percent for employees of the Village of Princeville.

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.

Trustee Sutherland made a motion to keep closed the closed meeting minutes covering the period of April 3, 2017 through December 11, 2017 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.

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

Approved by roll call vote.

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

Nays: None;

Absent: Trustee Sutherland and Trustee Delbridge.

President Troutman declared the motion passed and meeting adjourned at 9:11 p.m.

Respectfully Submitted,

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