

Village of Princeville
Minutes of the Regular Board Meeting
October 1, 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 Haley, and Trustee Delbridge. Absent: Trustee Geiger and Trustee Ehnle. A quorum was present for the meeting. Other Village members present: Assistant to Treasurer J. Delbridge, Superintendent of Public Works Gardner, Public Works' Employee Hyde, Municipal Code Officer (MCO) Sullivan, and Clerk Wilson.

MINUTES

Police report: President Troutman advised Peoria County Sheriff's Community Officer Hankins would not be present. President Troutman advised Office Hankins had indicated there was an issue with an employee at the Seneca plant last week. President Troutman also advised Officer Hankins was checking vehicle speeds on Cottage Grove and the stop sign at Tremont, and Officer Hankins had noted to President Troutman that the majority of vehicles are complying with the speed limit but will continue to monitor.

Approve minutes as published: Regular Board Meeting Minutes for September 4, 2018 and September 18, 2018 were distributed to the Board by Clerk Wilson along with Meeting Minutes for September 18, 2018 from the Personnel Committee. Trustee Delbridge made a motion to approve the Regular Board Meeting Minutes, as presented, and the Personnel Committee Minutes, as presented, with a second by Trustee Sutherland.

Approved by roll call vote.

Yeas: Trustee Sutherland, Trustee Gilroy, Trustee Haley, and Trustee Delbridge;

Nays: None;

Absent: Trustee Geiger and Trustee Ehnle.

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 reported \$325,948.78 in monies received for property tax money and this will be about 80 percent of what the Village will receive. Assistant to Treasurer J. Delbridge stated the \$90.48 bill was for company that provided shredding service to Village. The pool, audit, and financial reports all require approval and will run in the newspaper sometime in October 2018. Assistant to Treasurer J. Delbridge advised working on direct deposit for all Village employees. Trustee Sutherland made a motion to approve the Treasurer's report for September 2018, as presented, with a second by Trustee Haley.

Approved by roll call vote.

Yeas: Trustee Sutherland, Trustee Gilroy, Trustee Haley, and Trustee Delbridge;

Nays: None;

Absent: Trustee Geiger and Trustee Ehnle.

President Troutman declared the motion passed.

Village of Princeville
Minutes of the Regular Board Meeting
October 1, 2018 7:00 p.m.

Paying of September 2018 bills and additional bills: Additional bills for September 2018 distributed to the Board by Assistant to Treasurer J. Delbridge. Bills and additional bills for September 2018 were \$41,006.30. Trustee Haley made a motion to approve paying of September 2018 bills and additional bills, as presented, with a second by Trustee Sutherland.

Approved by roll call vote.

Yeas: Trustee Sutherland, Trustee Gilroy, Trustee Haley, and Trustee Delbridge;

Nays: None;

Absent: Trustee Geiger and Trustee Ehnle.

President Troutman declared the motion passed.

Rob Sarnes with AFLAC to speak to the Board: Rob Sarnes, in training, and Brenda McFall, with AFLAC, presented to the Board the following employee insurance proposals: Short-Term Disability Insurance, Hospital Confinement Indemnity Insurance, Life Insurance, Dental Insurance, Vision Insurance, Specified Health Event Insurance, Accident-Only Insurance, and Cancer Indemnity Insurance. Ms. McFall advised these coverages do not pay major medical; it pays policyholder. Trustee Gilroy inquired if employee or employer pays for the coverages, and Ms. McFall responded, advising, it can be either. Ms. McFall advised coverages could be set up for pre-tax plan and business would just need three (3) employees to setup. Ms. McFall inquired how many employees worked for the Village, and Assistant to Treasurer J. Delbridge and Superintendent of Public Works Gardner both responded, advising, 6 employees. Ms. McFall advised can add employees bi-weekly or Board can determine a different rate. President Troutman stated this is something that should be presented to the Health Committee to review more thoroughly. Trustee Gilroy inquired if there are other companies beside AFLAC that do this, and Ms. McFall responded, advising, Met Life and Family Heritage. Trustee Gilroy noted when Health Committee reviews that it would also need to look at other companies. Trustee Gilroy inquired to Superintendent of Public Works Gardner if interested in receiving more information, and Superintendent of Public Works Gardner responded, yes. Trustee Haley stated this was something employees could consider. President Troutman stated may be worth Board to consider even if out of pocket for employees. Trustee Gilroy requested additional packets, and Ms. McFall will distribute packets to the Village Hall and would present to employees if Board decides to move forward.

Report from Municipal Code Officer (MCO): MCO Sullivan distributed the Code Officer Report as of October 1, 2018 to the Board. MCO Sullivan advised there were more completed violations than not. MCO Sullivan advised property on Walnut had new window, siding, and door. Trustee Haley inquired if property owner for property on Walnut was renovating the entire building, and MCO Sullivan responded, advising, all of it. MCO Sullivan advised property on Main Street is ready to have the roof completed, but MCO Sullivan stated court hearing is still slated for October 3, 2018 and Village would not dismiss court hearing until the roof work was complete. MCO Sullivan advised property on South Street has a new roof being put on and a new electrical box. MCO Sullivan advised some neighbors around the property on South Street expressed concerns that Village could not do more in getting the property fixed, and MCO Sullivan advised, Village can set a timeframe and, if property owner does not comply, Village can take the property owner back to court. MCO Sullivan noted would not dismiss court until roof, siding, and gutters were completed and property owner was given until end of October 2018 to complete same, and MCO Sullivan advised property owner given until end of November 2018 to complete repairs to heater.

Village of Princeville
Minutes of the Regular Board Meeting
October 1, 2018 7:00 p.m.

Report from Municipal Code Officer (MCO) (continued): MCO Sullivan stated if maintenance repairs not completed by the aforementioned timeframe then Village attorney advised placing a lien on property could provide benefit. MCO Sullivan advised property owner for property on Spring Street cannot locate documents stating mortgage is clear and MCO Sullivan advised a Judicial Deed would grant Village the property. MCO Sullivan stated it would be possible to tear down the property on Spring Street before December 2018 if Village obtained a Judicial Deed. President Troutman inquired on property at 209 Rebecca, and MCO Sullivan responded, advising, trailer was parked on Village street with an expired temporary tag. President Troutman noted Village should enforce being this is a repeat offender, and MCO Sullivan responded, can write ticket or tow the trailer now. President Troutman advised, if Village can have the trailer towed now, Village should have the trailer towed. MCO Sullivan advised could do either one and stated trailer was parked over 24 hours and had an expired tag. President Troutman responded, advising, if eligible to tow, to tow the trailer.

MCO Sullivan wanted to remind residents of Village of Princeville of the upcoming Electronics' Recycling Day and that MCO Sullivan spoke with recycling representatives, Eric and Lisa, and both stated would have personnel on hand this year. Clerk Wilson inquired if the timeframe of the Electronics' Recycling Day was 8 a.m. to 12 p.m. or 9 a.m. to 12 p.m., and Assistant to Treasurer J. Delbridge responded, advising, 9 a.m. to 12 p.m. Trustee Sutherland noted the requirement to provide driver's/state license as proof of residency in the Village of Princeville. MCO Sullivan also advised only one car load per residence and that most residents were aware of same.

President Troutman inquired if the vehicle on W. Shawn Street had been removed, and MCO Sullivan responded, advising, an extension was granted to move the vehicle and it was done Sunday, September 30, 2018.

Consider and vote on Resolution Amending Water Rates for Industrial, Commercial, and Residential Users Supplied by the Village of Princeville: Trustee Delbridge made a motion to approve the Resolution Amending Water Rates for Industrial, Commercial, and Residential Users Supplied by the Village of Princeville, as presented, with a second by Trustee Gilroy,

Approved by roll call vote.

Yeas: Trustee Sutherland, Trustee Gilroy, Trustee Haley, and Trustee Delbridge;

Nays: None;

Absent: Trustee Geiger and Trustee Ehnle.

President Troutman declared the motion passed.

Review of S. Edwards Ave. speeding issue: President Troutman inquired to Superintendent of Public Works Gardner is had visited S. Edwards Avenue, and Superintendent of Public Works Gardner responded, yes, and Village will be putting up a 25-mph sign up on S. Edwards Avenue by October 2, 2018.

Consider making High Street and Town Avenue a 4-way stop: President Troutman noted there was a stop sign at North and a stop sign at Evans and issue is at this location there is children walking with no sidewalk. Trustee Haley that is the only 4-way stop on street, and President Troutman responded, advising, possibly make a 4-way stop. Trustee Gilroy inquired if this intersection was by carwash, and President Troutman responded, yes. Trustee Delbridge stated even, if temporary, getting speed bumps in some of those locations.

Village of Princeville
Minutes of the Regular Board Meeting
October 1, 2018 7:00 p.m.

Consider making High Street and Town Avenue a 4-way stop (continued): Superintendent of Public Works Gardner was uncertain about possible congestion of traffic with three (3) stop signs in a row. Trustee Gilroy inquired if this was a big issue, and Trustee Delbridge responded, stating, residents in area do not want pedestrians struck by vehicles and that Board should further review. Superintendent Gardner advised parental guidance and those speeding through area need to be held accountable. Clerk Wilson inquired if children are having to walk on the street, and President Troutman responded, yes. Trustee Gilroy recommended a timeline review be done.

Committee reports: Property Committee: Trustee Gilroy advised the Property Committee will meet at 6:15 p.m., on October 16, 2018, at the Village Hall, in order to discuss the six (6) acres by the sewer ponds.

Finance Committee: President Troutman advised the Finance Committee met at 5:45 p.m., on October 1, 2018, at the Village Hall, in order to discuss the Village financing tents at Heritage Days. President Troutman advised it was decided and being recommended to the Board that no action be taken at this time and that the Lions Club should attempt to reach an agreement with the Princeville Civic Association by January 2019. President Troutman advised the Lions Club can request to speak with Board if a tent donation is needed.

President Troutman advised the Finance Committee also discussed the cemetery project and as Mike at the cemetery is already doing similar work it was agreed to recommend the Board table consideration/voting until Mike's project is complete.

Personnel Committee: Trustee Sutherland advised the Personnel Committee met at 6:15 p.m., on October 1, 2018, at the Village Hall, in order to discuss Municipal Code Officer (MCO) Dan Sullivan's current salary. Trustee Sutherland advised the Board MCO Sullivan's currently salary is \$875.00 a month and the Personnel Committee came to an agreement and was recommending MCO Sullivan's salary be raised to \$1,050.00, at this time, until next review of salaries.

Any action needed to be taken regarding committee reports: *Action on Personnel Committee meeting handled under separate agenda item, "Consider and vote on wage adjustment for Municipal Code Officer".*

Consider and vote on wage adjustment for Municipal Code Officer: Trustee Sutherland made a motion to approve increasing MCO Dan Sullivan's salary from \$875.00, per month, to \$1,050.00, per month, with a second by Trustee Delbridge.

Approved by roll call vote.

Yeas: Trustee Sutherland, Trustee Gilroy, Trustee Haley, and Trustee Delbridge;

Nays: None;

Absent: Trustee Geiger and Trustee Ehnle.

President Troutman declared the motion passed.

Consider and vote on wage adjustment for Public Works' Employee: President Troutman advised with hiring of Steve Janssen with wage level increase if completes all tests. President Troutman noted it may take a year to

Village of Princeville
Minutes of the Regular Board Meeting
October 1, 2018 7:00 p.m.

Consider and vote on wage adjustment for Public Works' Employee (continued): complete all tests. Superintendent of Public Works Gardner and Public Works' Hyde stated all tests could be completed within a year. President Troutman stated if Public Works' Employee Janssen completed all licenses that Public Works' Employee Janssen could be making more than Public Works' Employee Hyde. President Troutman stated Public Works' Employee Hyde is requesting if Public Works' Employee Janssen's salary would go up that Public Works' Employee Hyde's salary also go up in equivalency. President Troutman is recommended Superintendent of Public Works' Gardner review salaries of employees in neighboring communities with similar responsibilities/duties as Public Works' Employee Hyde. Superintendent Gardner will make some phone calls to neighboring communities in order to inquire on the aforementioned. Public Works' Employee Hyde would be willing to help Public Works' Employee Janssen with getting through all classes. Trustee Sutherland inquired if do water plant if Public Works' Employee Hyde can do other things, and Superintendent of Public Works Gardner responded, advising, if Public Works' Employee Hyde did other duties outside of water plant that the water plant could get neglected. Superintendent of Public Works Gardner stated Public Works' Employee Hyde does assist with reading water meters and other projects as needed. Trustee Gilroy made a motion to table wage adjustment until October 16, 2018 to allow research of average salaries/pay of municipal employees in neighboring municipalities. Trustee Delbridge seconded the motion.

Approved by roll call vote.

Yeas: Trustee Sutherland, Trustee Gilroy, Trustee Haley, and Trustee Delbridge;

Nays: None;

Absent: Trustee Geiger and Trustee Ehnle.

President Troutman declared the motion tabled.

Building permits: President Troutman advised of the following building permits: 104 Shawn Street, canvas, tubular in backyard to move items from garage to tubular. President Troutman advised back in 2010 there was a discussion on putting up tubulars and believed the ordinance was amended to remove allowing tubulars. Trustee Gilroy inquired what about steel canopies, and President Troutman responded, advising, if either done but wording allowed. Public Works' Employee Hyde advised read ordinance and, if go by ordinance, could get railroad car on property. President Troutman advised MCO Sullivan to put together an amendment to the ordinance for consideration and voting that would remove canopy structure and railroad cars; 609 W. Main; 129 N. Walnut, an entrance sign. Trustee Gilroy believed there was a sign limitation. Clerk Wilson inquired if attorney from Cordis & Cordis had brought up letter, with regard to party responsible to maintain sign, and letter of insurability, and Superintendent of Public Works Gardner responded, advising, would call attorney at Cordis & Cordis in order to check on the letter, with regard to party responsible to maintain sign, and letter of insurability. President Troutman inquired on structures, and Trustee Delbridge advised should Board wait till next meeting?

Report from Superintendent of Public Works: Superintendent of Public Works Gardner advised road work on Cottage Grove was finished. Trustee Gilroy inquired if contractor was going to stripe the road, and Superintendent of Public Works Gardner responded, advising, Steve Janssen and Superintendent of Public Works Gardner would stripe the road. Trustee Gilroy advised portion by curb near South Street was not completed, and President Troutman advised South Street by Peterson will not drain. Trustee Delbridge noted has water coming up to own residence and has pictures. Superintendent of Public Works Gardner requested Trustee Delbridge forwarded the

Village of Princeville
Minutes of the Regular Board Meeting
October 1, 2018 7:00 p.m.

Report from Superintendent of Public Works (continued): pictures to Superintendent of Public Works Gardner and Superintendent of Public Works Gardner will get with engineer. Superintendent of Public Works Gardner advised quantities being figured on sidewalks and curbs. Superintendent of Public Works Gardner updated Board on water meters advising it was going to be a four (4) to five (5) week process to get base tower and, as this needed to be completed prior to installing water meters, water meters would be installed in residences between November 2018 to January 2019. Superintendent of Public Works Gardner advised vendor, UMI Installers will have two (2) to three (3) employees on hand and should be able to install 100 to 150 new water meters, a week, in residences. Trustee Gilroy inquired if water would have to shut off in order to install new water meter, and Superintendent of Public Works Gardner responded, yes. Superintendent of Public Works Gardner understands some individuals may not allow workers in home but will review, as needed, and vendor does all the follow up with residents. President Troutman advised representatives installing the new water meters would be available at the public meeting being held on October 25, 2018.

Superintendent of Public Works Gardner advised shut off water service to those residences with overdue water bills and believe all that were shut off would pay. Assistant to Treasurer J. Delbridge stated would check with Treasurer Hofer but believed two (2) residences still had not paid.

Superintendent of Public Works Gardner advised Public Works' Employee Janssen found a tree at Greenview to put the memorial sign around that was removed from another location and could secure the tree for around \$500.00.

Superintendent of Public Works Gardner advised Public Works' Employees will winterize the pools at the Princeville Aquatic Center this week.

Superintendent of Public Works Gardner advised Public Works' Employee Sarnes has been cleaning and performing maintenance work around Village.

Superintendent of Public Works Gardner advised Public Works' Employee Janssen has been performing work at the park and cleaning and performing work around Village.

Superintendent of Public Works Gardner advised the radiator core went out on the street sweeper and should be ready by Friday.

Superintendent of Public Works Gardner advised Seneca is still utilizing around 700,000 to 750,000 gallons of water per day as this is during their peak production period.

Superintendent of Public Works Gardner advised resident by Ostrom Corner complained about some holes that were dug by employees from the State of Illinois, and Superintendent of Public Works Gardner spoke with representative at J.U.L.I.E. and was advised would be a week or so until work was completed and holes would be filled.

President Troutman advised Superintendent of Public Works Gardner the sidewalk at N. Cottage Grove was damaged.

Village of Princeville
Minutes of the Regular Board Meeting
October 1, 2018 7:00 p.m.

Report from Superintendent of Public Works (continued): Trustee Gilroy inquired if the area on Walnut was fixed, and Superintendent of Public Works Gardner responded, yes; Public Works' Employee Sarnes clean up the area.

President Troutman inquired if there would be additional patch work done, and Superintendent of Public Works Gardner responded, unsure at this time. President Troutman advised there were some holes on roads within the Village needing patched. Trustee Gilroy advised possibly the millings from Cottage Grove could be used to patch some of the holes on the road in front of the high school.

Superintendent of Public Works Gardner stated Cheryl Herman advised Farm Bureau is selling trees for \$20.00 and would donate \$100.00 to purchase trees to plant in Village. Superintendent of Public Works Gardner advised Public Works' Employee Janssen mentioned putting trees in South Park. Superintendent of Public Works Gardner will advise Ms. Herman that Village will accept donation.

Consider and vote on 12" tile behind Murphy's property at Aten Acres: Trustee Sutherland made a motion to pay contractor \$6,138.49 for work needed on tile behind Murphy's property; seconded by Trustee Haley.

Approved by roll call vote.

Yeas: Trustee Sutherland, Trustee Gilroy, Trustee Haley, and Trustee Delbridge;

Nays: None;

Absent: Trustee Geiger and Trustee Ehnle.

President Troutman declared the motion passed.

Any other business to be brought before the Board: Trustee Gilroy inquired if there was something that could be done about the dip on Douglas Street, and Superintendent of Public Works Gardner advised, would look in to it.

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, and Trustee Delbridge;

Nays: None;

Absent: Trustee Geiger and Trustee Ehnle.

President Troutman declared the motion passed and meeting adjourned at 8:49 p.m.

Respectfully Submitted,

Spencer Wilson, Clerk
Village of Princeville, Illinois