

**Village of Princeville**  
**Minutes of the Regular Board Meeting**  
**September 3, 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: Pres Pro Tem Haley, Trustee Ehnle, Trustee Delbridge, Trustee Hughes, Trustee Peterson, and Trustee Gilroy. Absent: President Troutman. A quorum was present for the meeting. Other Village members present: Superintendent of Public Works Gardner, Municipal Code Officer Sullivan, Clerk Wilson, Treasurer J. Delbridge.

**MINUTES**

**Police report:** Peoria County Sheriff's Community Officer Martinez addressed the Board advising vehicle drivers are watching speed on roadways within Village since being patrolled by Officer Martinez.

Trustee Gilroy addressed Peoria County Sheriff's Community Officer Martinez advising trucks are traveling at high rate of speed down road leading to Seneca plant.

**Approve minutes as published:** Regular Board Meeting Minutes of August 5, 2019 and August 20, 2019 were distributed by Clerk Wilson to the Board. Trustee Gilroy made a motion to approve the Regular Board Meeting Minutes of August 5, 2019 and August 20, 2019, with change from T & E Sewer, under **Paying Any Additional Bills** in the Minutes of the Regular Board Meeting, dated August 20, 2019, to T & D Sewer, and Trustee Delbridge seconded the motion.

Approved by roll call vote.

Yeas: Trustee Ehnle, Trustee Delbridge, Trustee Hughes, Trustee Peterson, and Trustee Gilroy;

Nays: None.

Absent: President Troutman

President Pro Tem Haley declared the motion passed.

**Paying of Bills:** Village of Princeville August 2019 Bill Sheet was distributed to the Board by Treasurer J. Delbridge. Trustee Delbridge made a motion to approve paying of the August 2019 Bills, in the amount of \$40,101.41, and Trustee Peterson seconded the motion.

Approved by roll call vote.

Yeas: Trustee Ehnle, Trustee Delbridge, Trustee Hughes, Trustee Peterson, and Trustee Gilroy;

Nays: None.

Absent: President Troutman

President Pro Tem Haley declared the motion passed.

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**Report from Municipal Code Officer:** Princeville Code Officer Report distributed to the Board by Municipal Code Officer (MCO) Sullivan.

Current Violations Not Completed:

Woertz, property maintenance violation  
Evans, debris  
Staunton, property maintenance violation  
South Street, property maintenance violations  
Santa Fe, property maintenance violation

New Violations:

Spring Street, parking violation/hard surface violation  
Douglas, weeds  
Woertz, inoperable vehicle  
South, weeds  
Sumner, canopy/storage of oil container

Completed Violations:

Tremont, grass/weeds  
Ostrom, high grass  
Evans, inoperable vehicle  
Evans, inoperable vehicle  
Evans, inoperable vehicle  
South Street, illegal storage of vehicles/inoperable vehicles, debris  
Spring, property maintenance violation  
High, high grass  
Evans, debris/inoperable vehicles at old grocery store

Still checking property on Marilyn Street; no current violations and property now has operable electric. MCO Sullivan addressed the Board advising structure on Woertz has new windows and appear to have new siding.

MCO Sullivan addressed the Board advising there is a hearing set for October 4, 2019 for the property on South street.

MCO Sullivan addressed the Board advising receiving violation updates from Treasurer J. Delbridge, as reported, and MCO Sullivan conducting visual property inspections.

MCO Sullivan addressed the Board advising continues to place liens on properties with delinquent water bills.

MCO Sullivan addressed the Board advising completed the revised liquor ordinance.

MCO Sullivan addressed the Board advising is working on information for the annual recycle day this Fall.

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**Report from Municipal Code Officer** (continued): President Pro Tem Haley addressed MCO Sullivan inquiring on canopy storage at property on Sumner, and MCO Sullivan responded, advising, pip canopy with large container under canopy that could possibly be a fire hazard as uncertain if it is a grease catcher. MCO Sullivan addressed the Board advising letter was mailed to property owner requesting removal of the aforementioned from the property. Trustee Delbridge addressed MCO Sullivan inquiring if MCO Sullivan had spoken with property owner, and MCO Sullivan responded, advising, there was no answer when MCO Sullivan went to the residence so mailed a formal violation letter to property owner.

**Any Action Regarding MCO Reports:** None.

**Dean Heinz to Address the Board Regarding 113 N. Ostrom Avenue:** Mr. Heinz addressed the Board advising had water back up into basement resulting in damage to property. Trustee Gilroy addressed Mr. and Mrs. Heinz inquiring if had a shut off valve outside of the residence, and Mrs. Heinz responded, no, not outside. Superintendent of Public Works (SPW) Gardner addressed the Board advising all utilities went out one pipe and Heinz' residence had a pump station installed, and SPW Gardner believes Board authorized paying half of the costs for shutoff valves to be installed at Stahl's and Pullen's residences. Superintendent of Public Works Gardner addressed the Board advising Mr. and Mrs. Heinz have dealt with this issue over 20 times and always an Act of God. President Pro Tem Haley and Superintendent of Public Works Gardner addressed the Board inquiring on what was paid for check valves by Board in past, and Clerk Wilson responded, advising, Board authorized payment of \$1,750.00 to Stahl and Pullen as half payment for costs involved to install the valve. Trustee Peterson made a motion to approve paying \$1,750.00 to Mr. and Mrs. Heinz, with receipts to support, and Trustee Hughes seconded the motion.

Approved by roll call vote.

Yeas: Trustee Ehnle, Trustee Delbridge, Trustee Hughes, Trustee Peterson, and Trustee Gilroy;

Nays: None.

Absent: President Troutman

President Pro Tem Haley declared the motion passed.

Mrs. Heinz addressed the Board thanking the Board and expressing appreciation for the action taken.

**Stephen Kalb to Address the Board Regarding W. Spring Street:** Mr. Kalb not present.

**Mary Arnold to Address the Board Regarding N. Walnut Avenue:** Mrs. Arnold addressed the Board advising would like to have the culvert fixed near her property and has not seen anything done to date. Superintendent of Public Works addressed Mrs. Arnold and the Board advising, Public Works' Department was waiting on JULIE to come out and mark the property. Mrs. Arnold addressed the Board advising JULIE was out and property was marked. Superintendent of Public Works Gardner addressed the Board advising would discuss with Mark Thomas of Thomas Excavating to have ditch cleared out on Walnut and would have same done prior to Winter. Mrs. Arnold addressed the Board and Superintendent of Public Works Gardner thanking the Board and expressing appreciation for the action taken.

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**Consider and Vote on Amendments to the Liquor License Ordinance:** President Pro Tem Haley addressed MCO Sullivan inquiring if Board was going to review, and MCO Sullivan responded advising, believed Board was going to vote on the ordinance tonight.

MCO Sullivan addressed the Board advising was asked to revise the Liquor License Ordinance in order to address hours, licenses allowed, and add a licensing class. MCO Sullivan addressed the Board advising the new ordinance has the old language crossed out and new language is in red.

Clerk Wilson and Treasurer J. Delbridge addressed the Board advising the Application for Liquor License is outdated and needs revised, and MCO Sullivan responded, can find samples of new liquor license applications and forward to Board. Trustee Delbridge addressed the Board advising the Village should get a completed copy of the Application for Liquor License. Trustee Gilroy addressed the Board inquiring if language should be added to the Ordinance to address, and MCO Sullivan responded advising, a checklist could be attached to any Application for Liquor License. Clerk Wilson addressed the Board advising can do a checklist and mail with renewal letter to those currently holding a Liquor License.

Trustee Gilroy made a motion to approve amendments to the Liquor License Ordinances, as noted within the revised ordinances, and Trustee Hughes seconded the motion.

Approved by roll call vote.

Yeas: Trustee Ehnle, Trustee Delbridge, Trustee Hughes, Trustee Peterson, and Trustee Gilroy;

Nays: None.

Absent: President Troutman

President Pro Tem Haley declared the motion passed and assigned Ordinance 19-09-02, Ordinance 19-09-03, and Ordinance 19-09-04.

**Consider and Vote on an Ordinance Imposing Municipal Cannabis Retailers' Occupation Tax on Recreational Cannabis Retail Dispensaries in the Village of Princeville:** Ordinance regarding Imposing Municipal Cannabis Retailers' Occupation Tax on Recreational Cannabis Retail Dispensaries in the Village of Princeville was distributed to the Board.

Trustee Gilroy made a motion to approve Ordinance imposing a three percent (3%) sales tax on Recreational Cannabis Retail Dispensaries in the Village of Princeville, as presented, with a second by Trustee Delbridge.

Approved by roll call vote.

Yeas: Trustee Ehnle, Trustee Delbridge, Trustee Hughes, Trustee Peterson, and Trustee Gilroy;

Nays: None.

Absent: President Troutman

President Pro Tem Haley declared the motion passed and assigned Ordinance 19-09-01.

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**Committee reports:** TIF Committee: Trustee Delbridge addressed the Board advising has not heard back from attorney and is awaiting response.

**Any action regarding committee reports:** None.

**Past Due Water Bill Review:** The Past Due Water Bill Report was distributed to the Board by Treasurer J. Delbridge.

Superintendent of Public Works (SPW) Gardner addressed the Board advising water service was shut off at one property and cannot shut off water service at another property due to not having a shutoff valve at property. SPW Gardner believes the structure at the property to be vacant; off of Wheatley.

Treasurer J. Delbridge addressed the Board advising President Troutman has a meeting set up with the owner of Account 1895.

Trustee Peterson addressed Treasurer J. Delbridge inquiring if Accounts 1996 through 2003 belong to an apartment complex, and Treasurer J. Delbridge responded advising, yes. Treasurer J. Delbridge addressed the Board advising, account was paid late last time and mails all the billing information on those accounts in one packet to the property owner and that the property owner has received the packet.

Treasurer J. Delbridge addressed the Board noting a lot of accounts on this month's past due report and notices were sent to each of these accounts.

**Building Permits:** 304 E. North Street; permit required signature from property owner and same received so tenant can proceed with installation of fence on property.

**Report from Superintendent of Public Works:** Superintendent of Public Works (SPW) Gardner addressed the Board of the following:

- Mr. O'Kane requested a handicap ramp at one of his properties, and SPW Gardner advised sidewalk will need replaced. Costs to repair sidewalk and install handicap ramp is approximately \$6,600.00, and SPW Gardner advised monies are not available in this year's budget and will look to put into next year's budget.

Trustee Gilroy addressed Superintendent of Public Works (SPW) Gardner inquiring to explain ramp. Clerk Wilson inquired if ramp similar to ramp that was in front of prior Mexican restaurant, and SPW Gardner responded, yes. Superintendent of Public Works Gardner addressed the Board advising told Mr. O'Kane would present to President Troutman and if Board authorizes would ask Mr. O'Kane if willing to pay portion of costs.

- Issue with water in alley behind north side of Main Street (behind Raylene's). Heavy rains result in water running in the back door of Raylene's. SPW Gardner will request contractor to review how to fix issue next year; on next year's budget.

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**Report from Superintendent of Public Works (continued):**

- Environmental Protection Agency (EPA) changed testing at sewer plant and Public Works adding a chemical enzyme to lower markers in order to meet EPA's new guidelines. The cost for this enzyme is approximately \$1,200 to \$1,300 per month but SPW Gardner does not believe enzyme will be needed for long term.
- Illinois Environmental Protection Agency (IL EPA) advised to contact an engineer to do an electric assessment, at no charge. Engineer will provide Village with ways to reduce electrical use.
- EPA giving out grants for possible solar in empty field and SPW Gardner may look into same.
- Working with engineers on gathering data at this time for design of sewer system on west side of town behind German-Bliss property.
- Seal coating may be done this week and, if not, next year. Vendor will also not do extra projects at this time. Engineer called to look at finish date of September 15, 2019. If vendor unable to complete seal coating by September 15, 2019 will not have done as will peel due to needing heat to properly seal to roadway.
- Culvert work to be completed at N. Walnut.
- Painting of streets to be done by Public Works' Department.
- Water meters: R. Hyde provided with list of meters needing to be installed and will work with Treasurer J. Delbridge. Approximately 33 newer meters are still needing to be installed, and R. Hyde and J. Sarnes will work on getting the work completed within the next few months.
- Tire collection: signed up for municipalities to dispose of old tires on September 12, 2019 and September 13, 2019.
- Actively looking for water operator to replace R. Hyde and possible operator found. Ads are placed local, state, and EPA catalogs. Would like to have employee hired within next month as other option is to hire contract operator that comes in once or twice a month and not ideal with EPA enforcing guidelines wherein operators were signing off from other areas.

Trustee Peterson addressed Superintendent of Public Works (SPW) Gardner in regard to a property, and SPW Gardner responded advising, leaf foot barricades, joints/tiles, and will put one central meter pit at trailer park and place rock in hole.

Trustee Gilroy addressed Superintendent of Public Works Gardner (SPW) inquiring on what caused the hole, and SPW Gardner responded advising, four-foot tile easement behind and holes in the tile that sucked dirt beneath.

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**Report from Superintendent of Public Works** (continued): Trustee Delbridge addressed Superintendent of Public Works Gardner (SPW) inquiring on costs to have all lines mapped, and SPW Gardner responded, very expensive and would need to be done in stages and with cost to be around \$60,000.00 to \$80,000.00. Trustee Gilroy addressed Superintendent of Public Works (SPW) Gardner inquiring if Board could not budget for same, and SPW Gardner responded advising, GPS location but would only give valves not lines and would give map. Superintendent of Public Works Gardner addressed the Board advising would look at the costs for next year's budget and, with water plant loan paid off, some additional monies may be available to use for project.

Superintendent of Public Works Gardner addressed the Board advising Mid-Century Fiber to start work in about approximately two (2) weeks and will need specific areas of where work is to be done, and President Pro Tem Haley responded advising, President Troutman would talk about same at the next Regular Board Meeting.

**Any additional business to be brought before the Board:** None.

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

Approved by roll call vote.

Yeas: Trustee Ehnle, Trustee Delbridge, Trustee Hughes, Trustee Peterson, and Trustee Gilroy;

Nays: None.

Absent: President Troutman

President Pro Tem Haley declared the motion passed and meeting adjourned at 8:00 p.m.

Respectfully Submitted,

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