

**Village of Princeville**  
**Minutes of the Regular Board Meeting**  
**September 4, 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, Trustee Ehnle, and Trustee Delbridge. Absent: None. A quorum was present for the meeting. Other Village members present: Treasurer Hofer, Superintendent of Public Works Gardner, Municipal Code Officer Sullivan, Clerk Wilson, and Assistant to Treasurer J. Delbridge.

**MINUTES**

**Police report:** Peoria County Deputy Sheriff Hankins advised the Board there were some issues with children not adhering to the curfew established within Village limits under Village Ordinance 13-09-06. Officer Hankins provided a warning to the children and advised next time violators would be written up.

Superintendent Gardner noted there were some lights out at the gazebo and would look into same.

**Approve minutes as published:** Minutes for July 17, 2018 and August 2018 were distributed to the Board by Clerk Wilson. Trustee Gilroy made a motion to approve minutes the minutes as published 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.

President Troutman declared the motion passed.

**Treasurer's report:** Financials through August 2018 distributed to the Board by Treasurer Hofer. Treasurer Hofer advised the Board property tax money was received in August in the amount of \$145,920.02. Treasurer Hofer also advised the Board that \$1,167.50 was received from the Migrant Summer Swimming Program but Pool Fund was again in the negative but better than last year. Treasurer Hofer advised the Board the Water Depreciation Fund activity in August was \$16,495.00 and approximately \$28,000.00 remains. Treasurer Hofer advised the Board the IEPA loan payment was made for approximately \$92,000.00. Treasurer Hofer noted Village was approximately a third way through financial year, and Superintendent of Public Works Gardner remarked there were approximately two (2) more payments to be made on the IEPA loan. Trustee Sutherland made a motion to approve the Treasurer's report as presented 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.

President Troutman declared the motion passed.

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**Paying of August 2018 additional bills:** August 2018 additional bills distributed to the Board by Treasurer Hofer. Additional bills for August 2018 totaled \$23,779.59. President Troutman advised the bill for Regan Communications in the amount of \$285.00 should have been billed to the Akron-Princeville Fire Department and Treasurer Hofer will seek reimbursement. Trustee Haley made a motion to approve paying of August 2018 additional bills, as printed, 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.

President Troutman declared the motion passed.

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

Violations Not complete:

308 W. Evans, debris

409 N. Walnut, property maintenance violation/fence

135 N. Walnut, property maintenance violation

121 N. Walnut, property maintenance violation

Santa Fe, inoperable vehicle

New violations:

Edwards Street, high weeds

509 N. Santa Fe, parking violation/inoperable vehicle

202 W. North Street, pool violation

108 Ostrom, high grass/weeds

609 W. Main, permit violation

Staunton Trailer Park, parking violation

Completed violations:

100 N. Town, parking violation

Santa Fe, high grass

406 E. Main Street, weeds

409 W. North, inoperable vehicle

102 E. Main Street, property maintenance violations/windows

Spring Street (Tree Farm), high weeds

Still checking property on Marilyn Street; no current violations.

MCO Sullivan advised the Board receiving from Treasurer Hofer and Assistant Treasurer J. Delbridge reports of violations on regular basis as well as through visual inspections being conducted by MCO Sullivan.

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**Report from Municipal Code Officer** (continued): MCO Sullivan advised the Board working on draft letter to business owners within the Village in regard to maintenance of property; specifically, litter and weeds around property.

MCO Sullivan advised the Board that three (3) separate properties were sent to Village Attorney for action: Main Street (roof issues), apartments on Spring (property maintenance issues), and South Street (property maintenance).

MCO Sullivan advised the Board has received complaints about residents with pools and wanted to remind residents of the requirement to have a fence surrounding the pool as defined in Village Ordinance 07-03-02.

MCO Sullivan advised the Board the roof for property on Main Street should be completed within the next week and the property owner spoke with Russ Hyde. Trustee Geiger inquired if this was the same property where the property owner wanted to change the roof to a sloping roof, and MCO Sullivan responded, yes, but property owner is not changing the roof to a sloping roof.

MCO Sullivan advised the Board there were two (2) projects being performed at properties on Walnut.

MCO Sullivan advised the Board the Village is still waiting on the property owner at the property on Spring Street as owner cannot locate paperwork showing does not have a mortgage on the property. MCO Sullivan advised would allow a few more weeks and then seek legal action.

MCO Sullivan advised the Board the property owner for the property on S. Street has fixed some things but there still remains violations.

MCO Sullivan reminded the Board there will be a Village Electronics Recycle Day from 9 a.m. to 12 p.m. on October 27, 2018 at Cutters Grove Park and will get notice out to Village.

MCO Sullivan distributed two (2) separate drafts, in regard to amendment to the Property Maintenance Ordinance, to the Board for review/consideration. Trustee Geiger inquired as to how Village declares a property a nuisance, and MCO Sullivan responded, couple of things must be met and then action can be taken. Trustee Geiger followed up inquiring is Village giving warning, and MCO Sullivan responded, didn't think the ordinance language provided giving a warning to residents in violation. MCO Sullivan advised different violations have different requirements; such as grass being too long to roof needing fixed. MCO Sullivan advised Officer Hankins is assisting with vehicle violation notifications.

**Consider and vote on adding ATV's to the Golf Cart & UTV's Within Village Limits Ordinance:** President Troutman advised Bob Conrad was present along with several other residents to speak to the Board in regard to this request.

Bob Conrad spoke to the Board advising ATVs are not loud and that anyone under 18 should be required to wear a helmet when operating an ATV.

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**Consider and vote on adding ATV's to the Golf Cart & UTV's Within Village Limits Ordinance** (continued):

Trustee Gilroy inquired about seatbelts on the ATVs, and Trustee Geiger responded, advising motorcycles do not have seatbelts. Trustee Haley also responded advising did not believe seatbelts were needed for ATVs and Trustee Delbridge concurred stating due to the way a driver has to sit on the ATV in comparison to a UTV that seatbelts were not required on an ATV. President Troutman advised MCO Sullivan could rewrite the Ordinance should the Board consider to amend and that if permitted ATV owners wishing to operate an ATV within the Village would need to secure a permit sticker from the Village. Trustee Haley made a motion to add ATVs with no seatbelt requirement and requirement for anyone under 18 operating an ATV do so with a helmet. Motion seconded by Trustee Geiger.

Approved by roll call vote.

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

Nays: None.

President Troutman declared the motion passed.

President Troutman advised would have the ordinance amended with the new language and the Board would vote on the amended ordinance at the next regular board meeting. President Troutman also advised permit stickers for \$30.00 for 2019 should be available at the Village Hall soon.

**Peggy Delbridge to address the Board:** Peggy Delbridge advised the Board would like to add a directory at the Princeville Cemetery noting it would allow visitors to locate names and location of those buried at the cemetery with a map. Ms. Delbridge advised had spoken with representative for Scouts about a way to obtain Eagle Badge and talked with representative at Princeville High School about involving the juniors and seniors at the school in an industrial arts project. Ms. Delbridge advised is seeking monies to get the directory built. President Troutman advised there is an individual at the cemetery that actively updates cemetery records and that they are getting GPS for I-Phones. President Troutman also noted the cemetery is Princeville Township Cemetery and would require Princeville Township to approve. Ms. Delbridge advised Margaret, Dave, and Rob okayed the project; it just needs funding at this time. President Troutman inquired if the Township was putting in funds and the Board would like to see estimates prior to review and consideration for approval. Trustee Haley advised it would assist Ms. Delbridge and the Board if estimates could be obtained, and Ms. Delbridge responded, advising wanted to let the Board know where she was currently at with the project. Superintendent of Public Works inquired if Board could physically update the directory, and Ms. Delbridge responded, advising representatives at the cemetery could add members from the Board. President Troutman noted the cemetery in town handles sale of lots and can get board updates. Ms. Delbridge advised the Board would get estimates for the project to present at the next regular board meeting. President Troutman advised the next regular board meeting was scheduled for September 18, 2018 at 7 p.m. and the Board would wait on the figures.

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**Consider and vote to establish a No Engine Braking Ordinance within village limits:** President Troutman advised the Board felt it was not feasible to get signs. Trustee Delbridge noted, could purchase a few signs stating, "Excessive engine noise prohibited," and President Troutman responded, it would likely take an ordinance. Trustee Ehnle noted a sign to not do excessive engine braking is kind of an invitation to do it. President Troutman advised had not heard engine braking occur within the Village. Trustee Delbridge made a motion to indefinitely table a vote to establish a no engine braking ordinance within village limits, at this time, with a second by Trustee Sutherland.

Approved by roll call vote.

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

Nays: None.

President Troutman declared the motion indefinitely tabled.

**Consider and vote to establish water technology fee:** Superintendent of Public Works Gardner advised the Board of the following with regard to a water technology fee to each customer utilizing Village water service:

\$4.00 monthly fee would bring in revenue of approximately \$3,000.00; and,

\$4.50 monthly fee would bring in revenue of approximately \$3,375.00.

Trustee Geiger inquired if this included the Certificate of Deposit (CD) too, and Superintendent of Public Works Gardner responded, loan only. Superintendent of Public Works Gardner advised residents already paid for the CD. Trustee Geiger inquired how the Village should save for possible large sewer upgrade, and Superintendent of Public Works Gardner responded, agree, and subject could be discussed now or in future. Trustee Geiger noted the Village needed to start budgeting for the large sewer upgrade that was going to be needed.

President Troutman advised need to start updating sewer bills and was not against looking at \$4.00 to \$5.00 technology fee to save up for other sewer/water projects. Superintendent Gardner noted there will be maintenance fees every year, and President Troutman noted, technology fee would have to offset those expenditures. Trustee Geiger inquired on what Superintendent of Public Works Gardner would recommend the water technology fee be set, and Superintendent of Public Works Gardner recommended, \$5.00, but decision would be the Boards. Trustee Geiger made a motion to establish a water technology fee of \$5.00 per water meter, to start on the next billing cycle, with a second by Trustee Sutherland.

Approved by roll call vote.

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

Nays: None.

President Troutman declared the motion passed.

**Committee reports:** Licensing Committee: Trustee Ehnle advised the Board that the Licensing Committee met at its scheduled date/time and the following members were present: President Troutman, Trustee Geiger, Trustee Ehnle, and MCO Sullivan. Trustee Ehnle advised the Licensing Committee reviewed amending the ordinance on property maintenance.

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**Committee reports** (continued): Licensing Committee: Trustee Delbridge advised was in favor of the ordinance with higher fees. Trustee Geiger advised preferred \$50.00, \$150.00, \$250.00 and up to \$750.00 with attorney fees and court costs being collected from those in violation of the ordinance, and Trustee Geiger was hopeful the financial incentive would assist in enforcing the ordinance.

Personnel Committee: President Troutman advised the Board that the Property Committee met at its scheduled date/time to conduct interviews of candidates for the part-time Public Work's position. President Troutman noted there was one applicant, Joey Sarnes. President Troutman advised the Board that Superintendent of Public Works Gardner and the members of the Personnel Committee feel the Board should consider Joey Sarnes for the part-time position and the Board can look in the future to moving the position to a full-time position. President Troutman advised Mr. Sarnes is aware would need to obtain a Commercial Driver's License (CDL) and Mr. Sarnes was made aware and knows the duties/responsibilities. President Troutman advised the Board that Superintendent of Public Works Gardner would work with training Mr. Sarnes.

Property Committee: Trustee Gilroy advised the Property Committee is scheduled to meet at 6:30 p.m. on September 13, 2018 in order to review realtors interested in marketing/selling lots at Aten Acres. Trustee Geiger noted two (2) realtors were recommended but neither were interested, and Trustee Gilroy advised the Board there was another realtor interested and would review at that time.

**Any action regarding committee reports**: Trustee Geiger made a motion to approve the presented Ordinance Amending Property Maintenance of Real Property and Structures with fines noted within the language of the ordinance as being \$50.00 for 1<sup>st</sup> offense; \$150.00 for 2<sup>nd</sup> offense; and for 3<sup>rd</sup> and subsequently offenses within a 12-month period of a fine no less than \$250.00 nor more than \$750.00, plus attorney's fees and court cost. The motion was seconded by Trustee Delbridge.

Approved by roll call vote.

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

Nays: None.

President Troutman declared the motion passed.

**Consider and vote on hiring a part-time public works employee**: Trustee Delbridge made a motion to offer the part-time public works position to Joey Sarnes at \$15.00 an hour not to exceed 1,000 hours in any one-year period. The motion was seconded by Trustee Sutherland.

Approved by roll call vote.

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

Nays: None.

President Troutman declared the motion passed.

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

- Water membranes: Installed prior to canning by Seneca Foods.
- Russ Hyde: Father is not well and, at this time, Russ is in and out in order to attend to personal members.
- Seneca Food: Utilizing approximately 700,000 to 800,000 gallons a day at this time for their canning production.
- Cottage Grove Road: one side finished and if weather cooperates a completion date of October 1, 2018. Superintendent of Public Works Gardner noted there will be some changes ordered due to so much seal coating and with concrete being extended an additional 25 feet.
- Water meters: President Troutman signed contractor with contractor on September 13, 2018. Superintendent of Public Works Gardner noted contractor will install station at tower in mid- to possibly late September, and Superintendent Gardner will set up meetings to notify the public. Trustee Gilroy recommended a town meeting or letter to residents, and Superintendent Gardner responded, advising, however Board would like to have notification done.
- Flow meters: Will be installed next week.
- Steve Janssen: Doing a lot already. Superintendent of Public Works Gardner noted Mr. Janssen frequently calls in to inquire on next project(s).

Superintendent of Public Works Gardner noted an aerator needed to be pulled from one of the sewage ponds.

Trustee Delbridge inquired if there were any changes when turning from Cottage Grove on to main road/highway, and Superintendent of Public Works Gardner responded, advising, first 75 feet is going to be concrete. President Troutman inquired if any seal coating, and Superintendent of Public Works Gardner responded, no.

**Any additional business to be brought before the Board:** President Troutman welcome Steven Janssen to the Board as a new full-time employee with Public Works.

President Troutman introduced Destiny Herman and Grace Conrad to the Board advising they would like to talk to the Board about starting a non-profit organization. Ms. Herman and Ms. Conrad advised the Board looking at innovative approach to problems in the Community and the services the Community was looking to obtain. Ms. Herman and Ms. Conrad achieved contact several representatives within the 40 leaders under Forty in Peoria County in order to obtain ideas and recommendations. Ms. Herman and Ms. Conrad advised the Board the organization had a smaller project: book bag drive, wherein students in need would receive a book bag filled with necessary school supplies. Ms. Herman and Ms. Conrad are seeking to gain more support but looking for additional networks and opportunities for future projects. President Troutman stated the Board was happy to see the involvement. President Troutman noted the Princeville Civic Association (PCA) does a lot for the community and could be an asset to Ms. Herman and Ms. Conrad and recommended attending a meeting of the PCA. Trustee Delbridge advised Ms. Herman and Ms. Conrad that the PCA is an organization that does many events in town and could use the assistance. President Troutman advised possibly the PCA could get junior members. Clerk Wilson requested a copy of the organizations' mission statement.

President Troutman advised there were music tickets available and additional volunteers needed for the 2018 Country Music Relpase in Wyoming, Illinois and if available to advise.

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**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 Ehnle, Trustee Delbridge;

Nays: None.

President Troutman declared the motion passed and meeting adjourned at 8:40 p.m.

Respectfully Submitted,

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