

VILLAGE OF WOODHULL

BOARD OF TRUSTEES REGULAR MEETING

October 9, 2023

Committees

**President – D. Holmes**

Building – M. Bethell, J. Bell, & D. Holmes

Finance/Insur. /Audit – H. Garrett, D. Holmes, & C. Anderson

Personnel – D. Holmes, C. Anderson, & D. VerHeecke

Public Works – J. Bell & M. Bethell

**Pro-Tem Pres – C. Anderson**

Economic Development – S. Francis & D. Holmes

Parks & Recreation – C. Anderson & S. Francis

Police/Civ. Def./Zon. – D. VerHeecke & H. Garrett

Mayor Dave Holmes called the meeting to order on October 9, 2023 @ 7:00 pm.

Followed by roll call: Christena Anderson, Jeff Bell, Mark Bethell, Hannah Garrett, and Derek VerHeecke. Scott Francis was absent from the meeting due to being on vacation.

Also present at the meeting: Dave Holmes – Mayor, Kelli Hand – Village Clerk, Leigh Brinson – Village Treasurer, Dusty McKeag - Public Works Director, Michael Keener – Public Works Assistant, Alex Wagner – Police Sargent, and Deb Krueger – Water Clerk.

**PUBLIC COMMENTS:**

Mayor Holmes congratulated the Ridgewood Junior High Softball Team on winning second place at State.

**APPROVAL OF MINUTES:**

Trustee Christena Anderson made a motion to approve the September 11, 2023 Regular Board Meeting Minutes as presented. Trustee Mark Bethell seconded the motion. Motion passed 5-0. Trustee Mark Bethell made a motion to approve the September 11, 2023 Closed Minutes as presented. Trustee Jeff Bell seconded the motion. Motion carried 5-0.

**TREASURER’S REPORT:**

General Fund	\$ 532,996.30
General Fund Payroll	\$ 26,895.73
Video Gaming FSB Savings	\$ 139,436.47
Veterans Memorial Fund	\$ 1,415.83
Drug Enforcement Fund	\$ 3,434.64
Playground Fund	\$ 1,003.76
WINN Checking FSB	\$ 3,554.01
Water Fund/FSB	\$ 182,317.23
Operation & Maintenance	\$ 5,856.37
Deprec Checking	\$ 6,432.17
Debt Service #2033	\$ 41,026.43
Debt Service Savings	\$ 8,859.20
<u>MFT Fund</u>	<u>\$ 119,848.86</u>

## **APPROVAL OF BILLS:**

General Fund September accounts payable were presented as follows:

Adam Wagner	\$	312.13
Ameren	\$	281.28
Applied Concepts, INC.	\$	2,117.50
Bethell's Wildlife Control	\$	140.00
Bi-State Regional Commission	\$	275.50
Chad Hillier	\$	30.00
Eagle Enterprises Recycling	\$	1,950.00
Henry County	\$	377.00
Mark Bethell Wildlife Control	\$	210.00
MidAmerican Energy	\$	1,054.36
Office Machine Consultants, Inc	\$	429.27
Ottosen Dinolfo Hasenbalg & Castaldo, LTD	\$	363.00
Postmaster	\$	98.00
Royal Publishing	\$	75.00
Spencer Brothers Disposal	\$	34.00
Street Crimes	\$	450.00
Tower Equipment Galesburg	\$	756.63
US Cellular	\$	98.50
V & V Storage, LLC	\$	125.00
Verizon	\$	76.02
Visa #90 Chad Hillier	\$	642.27
Visa #73 Dusty McKeag	\$	754.70
Visa #99 Leigh Brinson	\$	114.88
Woodhull Telephone Co	\$	263.08
Zimmer & Francescon INC.	\$	918.80
<b>Total September General Fund A/P</b>	<b>\$</b>	<b>11,946.92</b>

Water Fund September accounts payable were presented as follows:

Essence Chemical Co.	\$	708.47
Farmers State Bank of Western Illinois	\$	3,175.00
MidAmerican Energy .	\$	1,648.31
Pace Analytical	\$	288.30
US Cellular	\$	136.68
USDA Rural Development	\$	41,795.00
V & V Storage, LLC	\$	125.00
Woodhull Oil Co.	\$	154.94
Woodhull Telephone Co	\$	116.21
<b>Total September Water Fund A/P</b>	<b>\$</b>	<b>47,992.97</b>

Trustee Christena Anderson made a motion to approve September's Treasurer's Report as presented. Trustee Derek VerHeecke seconded the motion. The motion passed 5-0.

Mayor Dave Holmes gave an update on the gaming income for the Village. The Village received \$5135.13 from the August gaming profits. That makes the Village's total gaming income for the last almost 10 years \$459,930.53. Dave reminded the Board that currently \$13,316.39 is still needed to cover the cost of the improvements made at the park. Treasurer Leigh Brinson asked if she should transfer that money out of the gaming account, and the Board agreed that yes that should be done.

Trustee Derek VerHeecke reported he did a video chat with a representative from US Cellular on October 10, 2023. He will now ask T-Mobile and US Cellular for their final quotes so he can present them at the November Board Meeting.

Water Clerk Deb Krueger reported to the Board that she does not currently have the availability to work on the online billing for water bills but will focus on it once she retires from her full-time job at the end of November. The Board agreed this was a reasonable request.

Mayor Holmes reported that there is no update on the annual audit. He has reached out and is hoping to receive a letter of engagement soon. Mayor Holmes also contacted Kathi Orr our TIF attorney to ask her to file an extension since the audit will not be completed on time.

Mayor Holmes and the Finance Committee explained that they see no reason to increase the tax levy this year and their recommendation is to keep it the same as last year. Mayor Holmes will bring it to the November Board meeting and the Board can decide if they are ready to vote on it, or if they would like to wait until the December Board meeting.

Trustee Jeff Bell made a motion to donate \$25 to the AlWood Fall Fun Raiser, which is the amount they pay for their required Raffle License from the Village. Trustee Christena Anderson seconded the motion. Motion passed 5-0.

Mayor Holmes explained to the new Board Members that the Village's IMLRMA dues are due. If they are paid in full by November 17, 2023, the Village will receive a 1% discount. Trustee Derek VerHeecke made a motion to pay the IMLRMA dues in full before the November 17<sup>th</sup> deadline. Trustee Hannah Garrett seconded the motion. The motion was passed 5-0 after a roll call vote of Garrett -Y, VerHeecke -Y, Anderson -Y, Bell -Y, and Bethell -Y. Trustee Francis was absent for the vote.

### **ADDITIONS TO THE AGENDA:**

Mayor Holmes thanked Bethell Wildlife Management for removing the skunks found in the Village. There have been at least 10 skunks removed in the past month.

Mayor Holmes recently went to the Co-Op to speak with Mr. Ed Malcolm and Mrs. Amber McKeag regarding the Ameren situation. For 3.5 years the Co-Op was charged for the power being used at the Wastewater Plant without the Village or the Co-Op knowing. Ameren has corrected the issue with the Co-Op. Mayor Holmes will keep the Trustees updated on this situation.

### **POLICE/CIVIL DEFENSE/PERMITS:**

Police Sargent Alex Wagner presented the September Police report that was written by Chief Hillier. Sargent Wagner explained Chief Hillier was unable to attend the meeting due to a health issue.

In September the Woodhull Police Department responded to 24 calls for service, 2 assist to motorists, conducted 21 traffic stops, issued 18 citations, 12 warnings, 4 felony arrests, 6 misdemeanor arrests, 1 drug arrest, 3 call outs for the K-9 Unit, and impounded 2 vehicles.

Sargent Wagner reported that the Police Department's new Axon Taser 7 arrived and was set up. Sargent. The final quote for body cameras was given to the Police Committee with the hopes of it being approved and ordered soon. Trustee VerHeecke said the quote is from Motorola and includes a replacement after 2.5 years of the 5-year service contract. Trustee VerHeecke said he would need more  
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time to look over the quote and will bring it to a vote at the next meeting. Trustee VerHeecke also updated the Board that the security cameras that were approved at the September meeting have been ordered and will be installed soon.

Trustee Derek VerHeecke made a motion to accept the September Police Report as presented. Trustee Jeff Bell seconded the motion. Motion passed 5-0.

### **PUBLIC WORKS REPORT:**

Public Works Director Dusty McKeag gave the September Public Works Report as follows: The Public Works Department has still been very busy. Roadwork on Clover Drive and Pine Street has been started and is ahead of schedule. New trash receptacles have been placed at the park. Parking lines were painted in front of a business to keep the public from parking and blocking the entrance of the business. The flagpole has been fixed at the Town Hall. McClintock Trucking and Excavating worked on repairing the area in front of Genisio's that was damaged during the water main break. Treasurer Leigh Brinson asked what accounts the McClintock Trucking and Excavating's bill will come out of. It was agreed that it would come out of the Streets account. Trustee Anderson also updated the Board that the lights at the park were fixed and are no longer causing neighbors around the park issues. Director McKeag and Village Clerk Kelli Hand asked the Board to consider a solar panel ordinance. They are contacted multiple times a week about solar panel installation and would like guidance from the Village on this topic. Mayor Holmes will ask surrounding Villages what their ordinances are regarding solar panels and report back next month.

Director McKeag asked the Board to finalize an ordinance requiring landlords to be responsible for water bills on all rentals within the Village. This topic has been discussed for multiple months and the Board is prepared to move forward with this change. Mayor Holmes reported that there are multiple rentals in the Village that are either delinquent with payments or the tenants move without reporting the change to the Public Works or Water Clerk. After a discussion Trustee Christena Anderson made a motion that starting February 1, 2024 the Village Ordinance under Title 5, Chapter 3, Section 17, Article 1 on page 72 of the Village Ordinance Book will read that all metered accounts will be listed in the landlords name with the option to have, at the cost of the landlord, a licensed plumber remove the meters in their rentals under the supervision of the Public Works Department and to install one new meter to cover the entire rental property. Trustee Derek VerHeecke seconded the motion. The motion was passed 5-0 after a roll call vote of VerHeecke -Y, Anderson -Y, Bell -Y, Bethell -Y, and Garrett -Y. Trustee Francis was absent for the vote.

Director Dusty McKeag brought a quote for the Sany mini excavator that was discussed at the September Board meeting. The Public Works Department is currently using a demo Sany mini excavator, which is the same model. Director McKeag is asking for approval of the purchase and believes it would be a great asset to the Public Works Department. Trustee Jeff Bell made a motion to purchase the Sany mini excavator at a price not exceeding \$42,999.00 and to have the payment be divided equally between all three Public Works' accounts. Trustee Mark Bethell seconded the motion. The motion was passed 5-0 after a roll call vote of Bethell -Y, Garrett -Y, VerHeecke -Y, Anderson -Y, and Bell -Y. Trustee Francis was absent for the vote.

Director Dusty McKeag asked the Board to consider purchasing Omni Software that would allow them to access real-time lift station levels from their phones. This would prevent call outs during heavy rains. The Board asked Director McKeag to get a quote for the software and bring it to the November meeting.

Trustee Derek VerHeecke made a motion to accept the September Public Works report as presented. Trustee Jeff Bell seconded the motion. The motion passed 5-0.

**DANGEROUS BUILDING UPDATE:**

None at this time.

**ZONING BOARD RECOMMENDATIONS:**

Nothing at this time

**PARKS/RECREATION/TOURISM:**

Trustee Christena Anderson gave an update that the pickleball clinics are finished and the courts are being used often.

Mayor Holmes reported he attended the Henry Co. Tourism Committee meeting. He announced that Trustee Christena Anderson was elected Vice President of their Committee. Mayor Holmes gave a brief description of the new dues the Tourism Committee is asking for. Trustee Jeff Bell made a motion to enter the intergovernmental Henry County Tourism Bureau Agreement as presented by Mayor Holmes for \$1,500 a year for three years. Trustee Christena Anderson seconded the motion. The motion was passed 5-0 after a roll call vote of Anderson -Y, Bell -Y, Bethell -Y, Garrett -Y, and VerHeecke -Y. Trustee Francis was absent for the vote.

**ECONOMIC DEVELOPMENT:**

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**OLD BUSINESS:**

Trustee Christena Anderson reported she will be contacting the State to find out the regulations for the Welcome Sign before purchasing the sign. She will report back to the Board with details when she has them.

Trustee Mark Bethell said the fence will be going up soon around the Village's recycling dumpsters. He will keep the Board updated on the progress of this job.

The Board requested that two liens be placed on two properties within the Village for nonpayment of water bills. Water Clerk Deb Krueger will get Village Clerk Kelli Hand the information needed to complete the requests and they will be completed as soon as possible.

**NEW BUSINESS:**

**CLOSED BUSINESS:**

Before the Closed Session Mayor Holmes gave a brief description of the Open Meetings Act which allows Closed Session at Public Meetings. Village Clerk Kelli Hand was asked not to stay for Closed Session and Trustee Anderson was asked to take notes and write up the Closed Minutes for the month of October.

Trustee Christena Anderson made a motion to go into Closed Session for one real estate update, one litigation item, and one personnel item at 8:53P.M. Trustee Jeff Bell seconded the motion. Motion carried 5-0.

Respectfully submitted by Kelli Hand, Village Clerk

Trustee Christena Anderson made a motion to return to Open Session at 10:36 P.M. Trustee Mark Bethell seconded the motion. Motion carried 6-0.

Respectfully submitted by Dave Holmes, Village Mayor

**VOTES AFTER CLOSED:**

Due to the Village Clerk being asked not to stay, the after Closed Session minutes and any votes will be provided by Trustee Christena Anderson or Mayor Dave Holmes.