

VILLAGE OF WOODHULL

BOARD OF TRUSTEES REGULAR MEETING
February 12, 2024
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 & S. Francis

Pro-Tem Pres – C. Anderson

Economic Development – S. Francis & D. Holmes

Parks & Recreation – C. Anderson & H. Garrett

Police/Civ. Def./Zon. – D. VerHeecke & M. Bethell

Mayor Dave Holmes called the meeting to order on February 12, 2024 @ 7:00 pm.

Followed by roll call: Christena Anderson, Jeff Bell, Mark Bethell, Scott Francis, and Derek VerHeecke were present. Hannah Garrett was absent due to coaching responsibilities but did arrive at 7:58PM.

Also present at the meeting: Dave Holmes – Mayor, Kelli Hand –Village Clerk, Garrett Adamson – Village Treasurer, Dusty McKeag - Public Works Director, Michael Keener – Public Works Assistant, Alex Wagner – Police Sargent, Village Resident- Jeff McCready, and Bi-State Representative- Sarah Bambas.

PUBLIC COMMENTS:

Mayor Holmes introduced the representative from Bi-State, Ms. Sarah Bambas. Ms. Bambas explained to the Board that Bi-State is the unit between the Federal Government and our Municipality. She gave a brief description of things that Bi-State can offer to assist our Village with. Including grant writing, updating zoning details, salary surveys, and joint purchasing. Trustee Jeff Bell asked if there were any grants available to help villages pay for taking down abandoned buildings or houses. Sarah said she would investigate that and get back to us. Trustee Christena Anderson asked if there would be any grants or funding to help with the costs of replacing the Division Street water and sewer pipes that need replaced soon. Sarah will also be investigating that answer and getting back to us. Resident Jeff McCready also asked for her to get him a survey of public works salaries. Public Works Director Dusty McKeag also asked for that information. Mayor Holmes asked Sarah Bambas to send the information to Village Clerk Kelli Hand and she would distribute the information to those who requested it.

APPROVAL OF MINUTES:

Trustee Jeff Bell made a motion to approve the January 8, 2024, Regular Board Meeting Minutes as presented. Trustee Scott Francis seconded the motion. Mayor Holmes reminded the Board that only three trustees were at the last meeting, if those Trustees who missed the January meeting would like to abstain from voting that is acceptable. Motion passed 3-0. Trustee Derek VerHeecke and Trustee Christena Anderson abstained. Trustee Scott Francis made a motion to approve the January 8, 2024, Closed Minutes as presented. Trustee Mark Bethell seconded the motion. Motion carried 4-0. Trustee Christena Anderson abstained from voting.

TREASURER’S REPORT January 2024:

General Fund	\$ 473,361.11
General Fund Payroll	\$ 31,755.19
Video Gaming FSB Savings	\$ 155,091.08
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Veterans Memorial Fund	\$ 1,417.61
Drug Enforcement Fund	\$ 3,438.97
Playground Fund	\$ 1,005.03
WINN Checking FSB	\$ 3,557.06
Operation & Maintenance	\$ 1,612.21
Deprec Checking	\$ 6,432.17
Debt Service #2033	\$ 43,882.87
Debt Service Savings	\$ 8,864.72
MFT Fund	\$ 75,654.00

APPROVAL OF BILLS:

General Fund December accounts payable were presented as follows:

AGI Solutions	\$ 283.50
Ameren	\$ 2,168.34
Bolduc & Sons, INC.	\$ 3,780.00
Eagle Enterprises Recycling	\$ 1,312.20
Essence Chemical Co.	\$ 510.00
Galesburg Napa	\$ 215.21
Henry Co. Hwy. Dept.	\$ 2,000.42
Kelli Hand reimbursement	\$ 18.41
Lacky Monuments	\$ 108.00
MidAmerican Energy	\$ 881.47
Motorola Solutions	\$ 888.00
MTC Communications	\$ 37.50
Nichols Diesel Service	\$ 115.25
Office Machine Consultants, Inc	\$ 492.22
Royal Publishing Company	\$ 285.00
Spencer Brothers Disposal	\$ 68.00
V & V Storage, LLC	\$ 125.00
Verizon	\$ 380.10
Vervocity Interactive	\$ 464.00
Visa #82	\$ 524.04
Visa #90	\$ 929.11
Visa #0173	\$ 1,230.88
Visa #0199	\$ 1,327.90
Woodhull Oil Co.	\$ 1,327.90
Woodhull Telephone Co	\$ 371.82

Total January General Fund A/P \$ 19,988.41

Water Fund January accounts payable were presented as follows:

Ameren Illinois	\$ 9,060.62
Essence Chemical Company	\$ 1,457.00
Farmers State Bank of Western Illinois	\$ 3,175.00
Harris Computer Systems	\$ 316.32
JULIE Inc.	\$ 164.67
MidAmerican Energy .	\$ 1,529.37
Schultze Mechanical Service Inc.	\$ (317.39)
Tower Equipment Galesburg	\$ 776.00
US Cellular	\$ 207.07
V & V Storage, LLC	\$ 125.00

Visa #0173	\$	771.01
Woodhull Telephone Co	\$	277.14
Total January Water Fund A/P	\$	17,670.44

Treasurer Garrett Adamson gave the Village's January Treasurer's report. It was noted that a lot of the costs were due to the winter weather. Treasurer Adamson also pointed out that the Village had to renew their QuickBooks Payroll and QuickBooks Desktop software, which was a larger expense. Treasurer Adamson also apologized for a printing error which caused the report to show the month of February for the income pages. He will get the Board the correct pages for January. Treasurer Adamson asked where the MFT income tax for the State of Illinois should be deposited. Mayor Holmes suggested Treasurer Adamson ask past treasurer Leigh Brinson what the Village had done in the past with these deposits. Village Clerk Kelli Hand updated the Board that our US Cellular Representative discovered the Village's account got switched to paperless without an email address for the bill to go to. This situation is being corrected, and the Village will be able to print the most recent bill which was not received in the mail this month. Trustee Derek VerHeecke noted that the US Cellular Bill needs to be paid in full since there was no payment made last month due to never getting a bill. Treasurer Garrett Adamson also presented the Board with a 2023 Tony's Plumbing and Heating Bill that had just been delivered in the mail February 12th. The Public Works Director confirmed that the charges were correct. The Board agreed to add Tony's Plumbing and Heating bill to the January payables so Treasurer Adamson can pay the bill before the March board meeting.

Trustee Christena Anderson made a motion to accept the January Treasurer's Report with the following amendments: That the January income replacement pages should be delivered to the Board and the Tony's Plumbing and Heating bill should be added to the January Water Fund payables. Trustee Derek VerHeecke seconded the motion. Motion passed 5-0

Treasurer Adamson also reported to the Board that all tax forms have been mailed out.

Mayor Dave Holmes gave the ten-year update on the gaming income for the Village. The Village received \$4,586.59 from the December gaming profits. That makes the Village's total gaming income over the past ten years \$479,767.38. Trustees were reminded to give the Village Clerk any suggestions for future uses for the gaming funds.

Water Clerk Deb Krueger is still working with Farmers State Bank to arrange the online bill pay for Village water bills. All trustees and employees who needed to sign the paperwork needed by the bank have signed and the paperwork will be submitted to the bank this week.

Mayor Holmes gave an update on the annual audit. The audit is being completed by accountant Dante Odoni. The Village's audit should be completed in March. Mayor Holmes also will have the Annual Financial Report completed for the March Board Meeting.

Mayor Holmes reminded Sargent Alex Wagner and Public Works Director Dusty McKeag to arrange meetings with their individual committee members to make a budget and 5-year plan. Plans will be discussed at the April meeting.

Mayor Holmes updated the Board that Village Attorney Mike Massie is working on a solar ordinance for the Village to review. Due to some unexpected changes Mayor Holmes also shared that Attorney Chris Massie is now working with Attorney Mike Massie and Attorney Jordan Newell. Attorney Jordan Newell will be working less in the office due to commitments to his family's farm.

ADDITIONS TO THE AGENDA:

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POLICE/CIVIL DEFENSE/PERMITS:

Police Sargent Alex Wagner presented the January Police report.

In January the Woodhull Police Department responded to 28 calls for service, 8 assists to a motorist, conducted 12 traffic stops, issued 1 citation, 11 warnings, 2 misdemeanor arrests, 0 felony arrests, and assisted with 2 traffic accidents.

Sargent Wagner reported that the new Motorola V300 BWC is ready to be used.

Sargent Wagner reported there was a Henry County Start Com Stakeholders Meeting for the implementation for new portable and in-car radios. This is being paid for with Public Safety Tax Funds.

Sargent Wagner completed a training called "Response to Non-Criminal Barricade Special Relationships and Mental Health."

The 2024 slow moving vehicle stickers have been ordered and a flyer has been posted to the Village's Facebook page. Stickers can be purchased for \$25 from the Police Station or the Village Clerk's Office during business hours.

Sargent Wagner asked the Board to consider purchasing a new GETAC In-Car MDC with a mount. This would replace the current iPads being used in the Village's police vehicles. The estimated cost would be \$3,800. Police Committee Trustee Derek VerHeecke said he would get more details and report back to the Board. This would be a great time to make this switch since the Village will be canceling the service from Verizon that is used on the iPad and for a hotspot and switching all cellular plans to US Cellular.

Sargent Wagner asked for advice from the Board on how to handle a situation at the Woodhull Travel Plaza where employees of the gas station are living in the building and causing alarms to be triggered. Mayor Holmes said he would research the situation and report back to Sargent Wagner and the Board.

Trustee Christena Anderson made a motion to accept the January Police Report as presented. Trustee Derek VerHeecke seconded the motion. Motion passed 5-0.

PUBLIC WORKS REPORT:

Public Works Director Dusty McKeag gave the January Public Works Report as follows: The Public Works Department was very busy with snow removal and salting roads during the month of January. Director McKeag would like to thank everyone who helped with the extra work that the winter weather caused. Issues from the winter weather included large amounts of snow that needed removed, freezing temperatures that caused two well lines to freeze, the chlorine injection failed, and furnace issues with the shop's furnace. Director McKeag reported the Village has used 21 tons of salt so far this winter.

Director McKeag updated the Board that the new equipment was installed for the lift station at the Pilot, so it is now included on the Omni Site Alarm System.

Director McKeag noted that the Public Works Department needs to buy a welder. There was a need for one this past month and part-time Public Works employee Connor McKeag used the AlWood School's ag department welder to fix a problem with a broken plow.

Director McKeag reported that he has signed up for the next water test and that Public Works Assistant Michael Keener has also signed up for the first water test.

Trustee Mark Bethell made a motion to accept the January 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 reported the last Henry Co. Tourism meeting was canceled and rescheduled for later this month.

Trustee Christena Anderson reported that Fun Fest meetings will start shortly, and she looks forward to planning the 2024 Woodhull Fun Fest.

It was brought to the Board's attention that the Village's Park has been experiencing some vandalism and littering. There have been reports of littering which includes empty beer cans. There are also reports of picnic tables being moved and the fuse box being broken into so lights can be turned on after hours. Sargent Wagner asked the Board how they would like to proceed with confronting the people causing the issues at the park. Sargent Wagner suggested fines, contacting parents or guardians if the people causing the damage were found to be underage, community service, or arrest. The Board suggested involving parents/guardians and community service as possible ways to handle issues first before implementing fines or arrests. Public Works Director Dusty McKeag reported so far nothing has been done that can't be easily fixed but that nobody wants to see the park vandalized. He asked that Sargeant Wagner have permission to put a stop to these issues as soon as possible before they possibly cause more damage. Sargeant Wagner agreed and will also write up a statement from the Village to post on Facebook to warn the residents that action will be taken.

ECONOMIC DEVELOPMENT:

Village Clerk Kelli Hand reported that a plant was purchased and delivered to Woodhull's newest business, Rise and Grind Drive Thru this past week. Owner Joelle Johnson was very appreciative of the Village's support and reported that the new business is doing well.

OLD BUSINESS:

There were no new updates available at this time on Village signs or the solar energy ordinance. Mayor Holmes said both items will remain on the agenda until a solution is reached.

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Village Clerk Kelli Hand did ask if there had been any updates on the new credit cards for Sargeant Wagner, Public Works Assistant Michael Keener, and Treasurer Garrett Adamson. After a brief discussion Trustee Hannah Garrett said she would work with them to get this taken care of. It was noted that Trustee Hannah Garrett said it was not possible to get cards that are in the name of the Village and not the employee. The Board will be updated next month on how this process is going.

NEW BUSINESS:

None at this time.

CLOSED BUSINESS:

Trustee Derek VerHeecke made a motion to go into Closed Session for a litigation update and three personnel items at 8:17pm. Trustee Christena Anderson seconded the motion. Motion passed 6-0.

Respectfully submitted by Kelli Hand, Village Clerk

Trustee Christena Anderson then moved to return to Open Session and Trustee Mark Bethell seconded the motion, which carried 6-0 at 9:37 p.m.

Respectfully submitted by Dave Holmes, Village Mayor

VOTES AFTER CLOSED:

Trustee Christena Anderson moved to accept the 2023 employee evaluations as reviewed with a couple amendments. Trustee Derek VerHeecke seconded the motion. Motion carried 6-0. Mayor Holmes will meet with employees soon to sign off and file their evaluation in their personnel file.

Trustee Mark Bethell made a motion to adjourn the February 12th meeting at 9:38pm. Trustee Scott Francis seconded the motion. Motion passed 6-0.

Respectfully submitted by Dave Holmes, Village Mayor