

**VILLAGE OF HARRISTOWN**  
**March 25, 2024**

The Board of Trustees of the Village of Harristown held their monthly meeting on March 25, 2024, at 185 N. Kembark St., Harristown, IL. Trustees Kevin Vessels, Kurt Terry, Jay Trusner, Les Jenkins, Mayor Evelyn Deverell, Financial Clerk Teresa Acree, Budget Officer Rick Laskowski, and Attorney Joshua Dubbelde were in attendance. Clerk Penny Allen, Trustees Jeff Eller, and April Bogan were absent. Mayor Deverell called the meeting to order at 6:30 P.M. followed by the Pledge of Allegiance.

***Adopt Agenda***

Motion by Trustee Vessels to approve meeting agenda. Trustee Trusner 2<sup>nd</sup>. Approved 4-0.

***Approve Minutes***

- a) February 26, 2024 regular meeting minutes.

Mayor Deverell identified 3 corrections:

1) Page 2--Water Service Line Replacement. Mr. Closs to talked to Seth Flach of Milano & Grunloh (not Seth Lee)

2) Page 3--Streets and Alleys Committee. Twin Lakes Road Ditch-quote was \$168,935.00 (not \$17,000.)

3) Page 3--Street Lights Sentence 3: Mayor said Mystic Greenz will place a sign at Indus and Western (not a sign my be able to be put up showing where to turn into Mystic Greenz.

Motion by Trustee Trusner to approve meeting minutes with the 3 corrections. Trustee Vessels 2<sup>nd</sup>. Approved 4-0.

***Visitors***

- a) No visitors addressed the Board.

***Treasurers Report***

- a) March Bank totals of all Funds (Scott State Bank and Illinois Funds) was presented. Motion by Trustee Vessels to approve the report, Trustee Jenkins 2<sup>nd</sup>, approved 4-0.
- b) A list of invoices >\$1,000 requiring Board approval was also presented. The list contained 6 invoices totaling \$19,851.27. The Smith & Loveless invoice should be changed from Water to Sewer fund. Motion by Trustee Trusner to approve payment, Trustee Jenkins 2<sup>nd</sup>. Approved 4-0. A new bank account will be needed to track expenses applied to the \$10,000 Norfolk Southern grant to be used for the new park.

***Budget Officers Report***

- a) Monthly budget report for February 2024 was reviewed. Included were 10 expense accounts that are over budget. Motion by Trustee Vessels to accept the Budget report. Trustee Trusner 2<sup>nd</sup>. Motion passed 4-0.
- b) 2024-25 Budget Draft has been updated with changes discussed at the March 21, 2024 budget study session. The report is available at village hall for public inspection prior to passage at the next regular Board meeting.

***Zoning/Planning***

- a) Hearing for Variance at 7990 W. Fourth St. – New building is 1 ft. taller than planned; variance requested. The zoning board recommends approving the variance. Motion by Trustee Vessels to approve the variance request Trustee Trusner 2<sup>nd</sup>. Motion passed 4-0.
- b) Update on Foursquare church given by the mayor. The plan is to demolish the house on the property. Future building permit to be requested.

***Engineer***

- a) Report submitted which included updates on NPDES Elimination Project, Suburban Drive, Decommissioning Wells, and Service Line / Meter Replacement.
- b) 2024 MFT. Resolution presented for signing. Cost listed was \$104,900. Motion by Trustee Trusner to approve signing the resolution. Trustee Vessels 2<sup>nd</sup>. Motion passed 4-0. Document will be signed when Clerk Allen is present.
- c) Decommission Wells – waiting on quotes.
- d) Service Line / Meter replacement. A plan is needed for replacement. Estimated project cost is \$1.47M. Principal Loan Forgiveness of 30% - 100% is unknown; depends on Lead content in service lines. There are no commitments until documents are signed. Need to submit application as soon as possible. 3-year Lead replacement plan is needed. Current contract with 120 Water includes data on Lead inventory to be supplied to Village Board.
- e) Sewer Consolidation. Illiopolis is not interest in joining a coop with Harristown-Niantic. A cost per 1000 gallons is desired billing to Niantic. Board feels there should be a minimum fee. Maintenance cost will be included in the billing fee, Harristown will pay actual maintenance costs. Average daily flows are 45K gallons (Niantic) and 90K gallons (Harristown). Cost should be like current Harristown billing to residents. Need to check current Niantic billing rates. Board does not want to overcharge Niantic; not all Harristown equipment will be used to treat Niantic flow. Cost estimate to operate sewer plant is \$3,000 per month; consider charging Niantic a fixed fee of 50% or 33% of \$3,000. Attorney Dubbelde to draft sample agreement for Board review. Need to consider adding potential large cost upgrades to the draft agreement.

***Public Works***

- a) Report – included in the meeting packet. Mowing has started. Training of the 2 new maintenance employees continues. Testing by Pace Analytical to be reduced. IEPA inspection is upcoming; reports are being prepared. There is 13 miles of water main lines in the village.

***Old Business***

- a) Metro/Conxxus update given by the mayor. Fiber optic lines are being installed in the village. Problems with connections should be reported by residents; village office should be contacted is unable to report online.
- b) TextMyGov update given by the mayor. This is going live soon; included in the monthly newsletter to residents.
- c) Financial Clerk established in Nov 2023 ordinance. Treasurer is elected position; term needs to expire before changed to appointed position.

***New Business***

- a) Village signs. Consider changing current village logo. Remove picture of Harristown Depot and head of President Lincoln. Resident contest suggested for ideas on changes. Other signs needed are no solicitation, village office directions and speed limit postings. Sidewalks and bike trail also discussed.

***Personnel***

No report

***Streets and Alley***

- a) Main & Wyckles road update given by the mayor.

***Finance***

No report

***Ordinance***

- a) Ordinance violation updates given by the mayor. Several violations for unlicensed vehicles; fines have been issued. William St. (new residents) – wood stored on property, mini bikes, trash, debris, unlicensed vehicles on property. Wood St. – truck-camper-trailer on property for +/- 40 years, current owners need to be identified; prior owners are deceased. Consider towing away the unlicensed vehicles.

***Water and Sewer***

- a) Bill due date. US mail goes to St. Louis for sorting causing late receipt. Consider giving residents a grace period to avoid assessing late fees.
- b) Water & Sewer rates. Water rate increase of 3% will be applied in May per ordinance. Wait till water losses stabilize before considering additional rate increases for both water and sewer. Any rate increases will require an ordinance change.

***Economic Development/Community***

- a) Park update given by mayor. Playground equipment being developed.
- b) July 4<sup>th</sup> Celebration update given by mayor. Date for fireworks is June 29, 2024.
- c) Wycklesfest update given by the mayor. There will be 3 bands at the event. Good donations are being given; committee is working on event details.

Motion by Trustee Vessels to enter closed session to discuss the Treasurer / Financial Clerk staff positions Trustee Trusner 2<sup>nd</sup> - Motion passed 4-0. Leave regular session at 8:23 PM.

Returned from Closed session at 9:26 PM

Motion by Trustee Vessels to offer Financial Clerk a pay increase to \$31.25/hr. with no change to current hours being worked. Trustee Trusner 2<sup>nd</sup> approved 4-0. Job descriptions are needed for both clerical positions (Financial – T. Acree & Sewer/Water- M. Pettyjohn). Need to understand duties and avoid duplication.

Motion by Trustee Trusner to adjourn, Trustee Vessels 2<sup>nd</sup>. Motion passed 4-0.

Meeting adjourned at 9:28 PM

*Rick Laskowski*  
3/26/2024

Rick Laskowski  
Budget Officer