

VILLAGE OF HARRISTOWN
May 22, 2023

The Board of Trustees of the Village of Harristown held their monthly meeting on May 22, 2023, at 185 N. Kembark St., Harristown, IL. Trustees Teresa Acree, Kevin Vessels, Jeff Eller, Jay Trusner, Les Jenkins, Mayor Evelyn Deverell, Treasurer Julie Rose, Budget Officer Rick Laskowski, and Attorney Andrew Weatherford were in attendance. Clerk Penny Allen and Trustee April Bogan were absent. Mayor Deverell called the meeting to order at 6:30 P.M. followed by the Pledge of Allegiance.

Consent Agenda

- a) Motion by Trustee Trusner to adopt meeting agenda. Trustee Jenkins 2nd. Motion passed 5-0.
- b) Approve 4/24/23 meeting minutes. Changes are p.1 Mr. Evans getting water from URWC, not Village; p 1. If we do not have one, we will not be able to get help from FEMA; p.3 change DECA to DCA. p.3 Mayor Deverell has received 6 phone calls with resident complaints about barking dogs; p.4 Fireworks- Community Involvement committee report discussed. Motion by Trustee Acree to approve the changes listed above. Trustee Vessels 2nd Motion passed 5-0
- c) Village Clerk Penny Allen not present for Zoning Board and Budget Officer installation process. Deputy Clerk Misty Peters was called to come to Village Hall to install the appointed positions.

Visitors

Rose Ross – Response to inspection letter received from village building inspector Rick Watts regarding property at 8140 W. Second Street. Requesting more time to complete repairs. The yard has been cleaned up and improvements are being made to the inside of the home. Estimated completion is Sep 2023. Plans are for white siding to be installed. Permits and inspection will be required.

Dennis Paul – Purchasing property west of cemetery. Nothing currently on property, consider developing residential area and installing road from Rt 36 to Main St.; map distributed to Board members. Further research and options are needed. Table till more information is available.

Mayor Updates

- a) None.

Treasurers Report

- a) A 19-page report was distributed to Board members and reviewed.
- b) Included was the April 2023 Financial Report listing receipts, total disbursements, and bank balances by Fund. Motion by Trustee Trusner to approve, Trustee Eller 2nd, approved 5-0.
- c) Also included was Cash requirements of invoices > \$1,000. Total amount = \$7,100.00. The list included an outside labor invoice to be paid from TIF funds. There is no approved budget expense for outside labor in the TIF fund; consider paying from the General Fund. The Board decided to pay from TIF fund; expenses will be over budget. Quotes from Leka Tree Service were approved at prior meeting; is this redundant (double approval)? Invoice will not be removed from list. Motion to approve payment made by Trustee Trusner. Trustee Acree 2nd. Motion passed 5-0.

Break taken to install appointed positions - Deputy Clerk Misty Peters conducted installation process. Motion by Trustee Eller to appoint Scott Page as Zoning Committee Member, Trustee Trusner 2nd Motion passed 5-0. Motion by Trustee Trusner to appoint Mike Sorrentino as Zoning Board Chairman and Rick Laskowski as Budget Officer, Trustee Acree 2nd Motion passed 5-0. Oath spoken and documents signed.

- d) Other reports for information only included a breakdown of IL Funds accounts, daily interest rate history of IL Funds, state revenue summary, ARPA Fund spending, United Regional Water Coop invoice listing, IEPA Loan payment schedule, Illinois Funds Water Reserve balance, Community Center rental income and Veterans memorial donations. Cash Receipts and Disbursements Journals listing all transactions for the period from 4/1/23 to 4/30/23 were provided.

Budget Officers Report

- a) Monthly budget report for April 2023 was reviewed. This is the final report for the 2022-23 fiscal year. Motion by Trustee Vessels to accept the Budget report. Trustee Jenkins 2nd. Motion passed 5-0.
- b) A list of 28 accounts over budget for 2022-23 fiscal year was available as well as details in the accounts. Motion by Trustee Trusner to approve the 2022-23 budget overruns. Trustee Eller 2nd. Motion passed 5-0.

Zoning/Planning

- a) Rezoning hearing held at east end of William Street (Parcel# 06-11-15-226-001, property owner is Steven Musgrove) – Mike Sorrentino presented hearing report. Request made to rezone from R3 to A1-Agricultural. Zoning committee voted 5-0 to approve the rezoning. Motion by Trustee Vessels to approve rezoning the property to A1-Agricultural. Trustee Trusner 2nd; Approved 5-0. Further clarification will be needed if a livestock farm is put on property; hearing and special use permit would be needed.

Public Works

- a) Report from Jonathon Closs was distributed listing activities during the month.

Old Business

- a) Well Leases – Attorney Weatherford distributed a rough draft of a spreadsheet listing historical water lease payments and amounts due the well owner. Estimated debt is \$2,200. There has been no communication from well owners.
- b) Cable Franchise – No actions to be taken at this time, the issue is at a standstill. Attorney Weatherford distributed a 37-page rough draft of a Right-of-Way ordinance for future consideration.

New Business

- a) Emergency contact for June 1st through 5th – Mayor Deverell and backup Trustee Jenkins will be on vacation; Trustee Vessels will be the contact person for emergencies.
- b) Authorize TIF payment to Billingsley - \$50,000 check is due to Billingsley from the TIF account. This is the 2nd of 2 payments. Motion by Trustee Trusner to approve payment, Trustee Jenkins 2nd; Motion passed 5-0.
- c) Road project – Dennis Paul request in Visitor section of the meeting. A developer will need to be determined.

Personnel

- a) Approve personnel policy with revisions – policy updated with approved changes from prior meetings. Updated policy distributed with changes colored in red. Changes included weekend work, vacation time, health insurance waiver, clothing allowance and clarification of Holidays. Motion by Trustee Jenkins to approve updated policy with changes, Trustee Eller 2nd, Motion passed 5-0.
- b) Approve additional Maintenance position and pay rate – additional maintenance person occasionally needed during busy season. Motion by Trustee Vessels to add additional maintenance position; Trustee Trusner 2nd, Motion passed 5-0. Pay rate will be discussed during closed session.

Streets and Alley

- a) 2023 MFT project - Dunn company was the only bidder; the quote was \$165,843.00. Motion by Trustee Jenkins to accept the bid, Trustee Trusner 2nd, Motion passed 5-0. Estimated Engineering (Milano & Grunloh) cost is \$500.

Finance

- a) No report

Ordinance

- a) Liquor license hours ordinance – hours have been changed to match Decatur. Ordinance changes have been approved in prior meetings. Motion by Trustee Jenkins to create Ordinance 23-11 with approved changes. Trustee Vessels 2nd, Motion passed via roll call 5-0 voted yes.
- b) Shed ordinance – July 2020 proposed ordinance was tabled and never passed. There is no fee for portable sheds with no foundation. Motion by Trustee Vessels to create Ordinance 23-12 by updating/retyping current ordinance with trustee names and current dates. Trustee Jenkins 2nd, Motion passed via roll call 5-0 voted yes.
- c) Revised cannabis ordinance – Revised draft distributed by Attorney Weatherford. Changes included changing from Mayor to Commission/Village Council. The Deputy Clerk will pass along information among Mayor / Commission / Council. April 24,2023 meeting minutes did not contain a vote to approve contents of other cannabis ordinance changes. Table approval of revised ordinance till review of handwritten notes from prior meeting is completed. **Motion made by Trustee Vessels to rescind approval of April 24,2023 minutes, Trustee Jenkins 2nd; Motion passed 5-0. April 24,2023 meeting minutes are unapproved.** Board members need to review and provide comments. Cannabis Ordinance tabled.

Water and Sewer

- a) Water & Sewer tap-on fees – Attorney Weatherford distributed updated Water Tap-On fee ordinance. The village is responsible for water service from the meter to the water main. The village will install water service to the property line. Any damage by the resident is not village responsibility. Village indemnifications need to be added to the ordinance. Table till update is made.
- b) Water loss – GPRS is reviewing the entire water system looking for leaks. Service lines and valves are being checked. Fire hydrants need to be checked; consider locking down secluded hydrants and give key to fireman. GPRS is building a map of water lines for the village.

Economic Development/Community

- a) Report – no report
- b) Mural – an estimated 3-4 more weeks till completion.
- c) New businesses open – no report.
- d) Caps & Lids – these items will be used for benches in the new park. A fence will be needed around the new park.
- e) Flower bed – no report.
- f) Veterans memorial – landscaping needed.
- g) Golf cart rally August 26, 2023 – no report.
- h) Movie in new park – tentative date is Aug 12, 2023.

Attorney

- a) Vacation procedure – Attorney Weatherford is on vacation during the July Board meeting. Pre meeting with small group of trustees will be held.

Motion by Trustee Trusner to enter closed session to discuss pay rate of maintenance summer helper (Jacob Trusner) and review of open ordinance violations. Trustee Acree 2nd - Motion passed 5-0. Leave regular session at 8:52 PM.

Returned from Closed session at 9:35 PM

Motion by Trustee Eller to change the pay rate of Jacob Trusner (summer helper) to \$17.00 per hour. Trustee Acree 2nd; Approved 4-0. (Trustee Trusner abstained).

Motion by Trustee Vessels to adjourn, Trustee Jenkins 2nd. Motion passed 5-0.

Meeting adjourned at 9:36 PM

Rick Laskowski 5/25/2023

Rick Laskowski
Budget Officer