

VILLAGE OF HARRISTOWN
February 24, 2020

The Board of Trustees of the Village of Harristown held their monthly meeting on February 24, 2020 at 7500 W. Main Apt 3. Trustees Larry Ditty, Teresa Acree (arrived at 7:05 PM), Kevin Vessels, Becky Nave, Cody Endrizzi, Les Jenkins, Mayor Evelyn Deverell, Treasurer Julie Rose, Budget Officer Rick Laskowski, and Attorney Drew Weatherford were in attendance. Clerk Penny Allen was absent. Mayor Deverell called the meeting to order at 6:30 P.M. followed by the Pledge of Allegiance.

Consent Agenda

- a) Adopt Meeting Agenda: Minutes of the 11/12/19 Special Board Meeting not available: remove from Consent Agenda.
 Motion by Trustee Vessels to approve, Trustee Jenkins 2nd. Motion passed 5-0.

- b) Minutes of the 1/27/20 Board Meeting: Corrections are listed below:
 Page 2 – Treasurers Report - b) change Fund transfers of \$35,000 to General Fund from Water Fund.
 Motion by Trustee Jenkins to approve with change noted above, Trustee Ditty 2nd.
 Motion passed 6-0.

Visitors

Larry Nave – asking about building replacement procedure used for new Village Hall site plan; concerned about high price and is this the best use of Village funds. Design-Build process was used; several bids were received. He feels the Board is not being transparent. The Board solicited feedback, but did not receive anything.

Kenny Comp (4MC – Building Contractor) commented on Mr. Nave's questions and concerns. He mentioned that a recent project to build a 3,500 sq. ft. library in Oreana was \$500,000. The Harristown project requires prevailing wage which drives the cost up about 20%. Building code requirements need to be met which adds more cost.

Mayor Deverell pointed out that the prior building was purchased in 1982 for \$86,000. There will be a 5% retainage to 4MC pending successful project completion. Attorney Weatherford has been in contact with Mr. Comp to clarify questions regarding the construction contract.

Mayor Updates

Route 36, 4 lanes, will be repaired this year. Other road repairs will include I72-RT36-RT51 intersections.

Herald & Review published newspaper article on Chief Gambrill.

Mailing cross connection survey to residents. Hope to get 20% returned completed.

Upcoming newsletter will include message to complete census form.

On May 1, 2020 there will be a 3% water rate increase.

Hydrants will be flushed 3/23 – 3/27; website will be updated.

Village Hall / Community Center

Construction Contractors - Kenny Comp (4MC) and Architect Nathan Elliott were present to discuss the Build-Design plan and cost quote. Total project cost, including \$35,000 contingency, is \$963,661. A five-page detailed list of items in the quote was distributed to Board members. The wood frame building will be 6,000 sq. ft. It will include a kitchen, with lower cabinets, carpeted offices, non-office areas will be tile floors and have an auto emergency generator.

4MC will issue payment schedules for work completed. A draft of the agreement was presented spelling out the stages of the project. Anticipated completion date is 9/4/20. Motion by Trustee Vessels to accept and sign the \$963,661 contract with 4MC., Trustee Jenkins 2nd. Motion passed via roll call 6-0.

Bank Loan - Craig Horsch (Gerber State Bank) was present to discuss financing of the project. A draft of Resolution to Borrow Funds was presented to the Board. Funding will be broken down into 2 types of loans.

- a) A 6-month Construction Loan with an interest rate of 4%. There will be 5 payments. During construction phase, the bank will control fund disbursement. Payment application will be given to village, get Board approval, send back to bank. Bank will do an interim inspection, typically after 2nd request. Appraisal will be made. Village will pay Bank, Bank pays 4MC. Village funds will be used first to minimize interest cost. When village funds run out then the loan kicks in. Interest starts when first borrowing occurs. 10% of payments will be withheld till work has been satisfactorily completed. After Occupancy certificate issued, there will be a final inspection. Appraiser provides inspection report. After final inspection, the Construction loan will be converted to a Financing Loan.
- b) A 20-year Financing Loan with an interest rate not to exceed 4.25%. The village will determine the time period used for payments (annual, monthly, quarterly).

The Board needs to pass the resolution authorizing terms and conditions for the Construction and Financing Loans. The total amount is not to exceed \$500,000; annual payment not to exceed \$37,000. The Board discussed paying an additional \$100K reducing the loan to \$400K. This would lower the annual cost from \$37K to \$29K saving \$48K in interest cost over the life of the loan. Need to edit the language in the Resolution draft to reflect monthly payments not to exceed \$3,100 per month.

Motion by Trustee Vessels to accept the Loan Resolution with Gerber State Bank for a Loan not to exceed \$500,000, incorporating 240 monthly payments not to exceed \$3,100 per month Trustee Acree 2nd. Motion passed via roll call 6-0.

Treasurers Report

- a) Financial, Bank Account Balances, Certificates of Deposit, and IL Funds summary reports were presented. Funds received from insurance claim have been transferred to IL Funds to earn interest. Motion by Trustee Ditty to approve, Trustee Acree 2nd, approved 6-0.
- b) Authorize paying the bills. Cash requirement report distributed to Board members. Total amount = \$1,190.00. Motion to approve payment made by Trustee Endrizzi. Trustee Nave 2nd. Motion passed 6-0.
Three Chastain invoices were added to the list. \$3,190.73 (IEPA Water Project), \$1,066.03 (City Hall Project) and \$2,490.89 (2nd St Project – Final Bill). Motion by Trustee Endrizzi to approve payment of the Chastain invoices. Trustee Acree 2nd. Trustee Jenkins abstained from voting due to being an employee of Chastain. Motion passed 5-0.

Reports also distributed were Cash Disbursements Journal totaling \$462,026.37 (includes \$321,385.10 transferred to IL Fund from Scott State Bank), Village Rebuild expenses totaling \$34,445.16 and 2nd St project costs totaling \$320,161.62.

Budget Officers Report

- a) Monthly budget report reviewed. Motion by Trustee Jenkins to accept the Budget Officers report. Trustee Endrizzi 2nd. Motion passed 6-0.
- b) Study session for 2020-21 budget will be held on 3/27/20 6:00 PM at 7500 W. Main Apt 3. Draft will be distributed to Board members prior to the meeting.

Engineering Report

Engineer Ron Legner distributed the monthly Engineer's report.

- a) Project 6899 Water Improvements/Tower/IEPA Loan – Loan package, less easement portions, will be sent out for bid. Need to submit before the start of the new State fiscal year which begins in July. Goal is to obtain maximum loan forgiveness under this fiscal year; amount estimated to be \$800K. Motion by Trustee Endrizzi to proceed with necessary paperwork for the IEPA loan, leaving off water main portion. Trustee Ditty 2nd. Approved 6-0.
- b) 2nd Street Drainage Project – The work is complete.
- c) Parks Bros. W. Main St & Water Main Extensions – Surveying work is complete. Construction plans are being drawn up. TIF funds are eligible.
- d) Village Hall Replacement – working with Building Contractor 4MC and Architect to finalize plans.

- e) 2020 MFT Projects – Five-year plan developed; map distributed to Board members. Seven groups/areas were listed on the map with cost estimates included for each. Several problem areas were discussed. Many disgruntled residents on Joynt Road, Twin Lakes, West Main, Westway, Wyan, Anchor, & Gravel Pit are other sections needing attention. Work to include ditch and culverts to improve drainage which need to be done before road work begins. MFT funds can be used to improve drainage. Do we want to do a project this fiscal year? May want to consider a partial program. Consider ditches and culvert repairs in the current year and road maintenance next year. There will be about \$120K in the MFT Fund by June. It was suggested that Chastain remove Western & William street from group #7 and redo cost estimate for future planning.

Superintendents Report

The Feb 20 Maintenance report was distributed to Board members. Mike Holman presented topics listed on the report. Something appears to be clogging the sewer treatment plant lagoons which needs to be identified. Received a good report from recent EPA inspection. Will be conducting weekly water tests at Pop's Place. Plastic bags found in sewer line; request made for a video recording of the area to identify the source.

Zoning Committee

Variance for 1600 N Meridian – Hearing held; no residents attended. Motion by Trustee Endrizzi to approve setback variance at north edge of water plant property from 10' to 6'. Trustee Jenkins 2nd, approved 6-0.

Old Business

- a) 4th of July Celebration – Grade school grounds are not available. Celebration activities will be cancelled. Fireworks will continue as planned.
- b) Public Works Building – Cost of Public Works building estimated at \$70K. Motion by Trustee Vessels split cost 50% General Fund, 30% Water Fund and 20% Sewer Fund, Trustee Endrizzi 2nd. Motion passed via roll call 6-0.
- c) Village Hall / Community Center – Discussed earlier in the meeting.
- d) Parks TIF Agreement (Liquor Licenses) – table; Ordinance committee to review Gaming, Variances, Parking, Liquor Licenses, Cannabis ordinances.
- e) Garage Sale / Cleanup Day – April 17-18 for Garage sale, Cleanup day planned for the following weekend.

New Business

- a) 2020 MFT Project – included in Engineering Report.
- b) Macon County Environmental – Recycling Bin Agreement – Village has been asked to help pay for this program. Cost would be \$523 this year. We are charged 15% of the total. Board decided to remove the bins.

- c) Sangamon Valley Youth Baseball – Consider paying for Harristown kids. 72 kids @ \$55 each = \$3,960. Concerned about other activities involving Harristown youth. Motion by Trustee Vessels to donate \$3,000 to this organization letting them determine how it is to be used. Trustee Endrizzi 2nd. Motion passed 6-0.
- d) Easement payments for IEPA Loan – included in the Engineering Report.

Personnel Committee

- a) No report.

Street's and Alley's Committee

- a) No report

Finance Committee

- a) See Old Business for Report

Ordinance Committee

- a) No report

Water and Sewer Committee

- a) No report

Economic Development Committee

- a) No report

Attorney

- a) No items

Motion by Trustee Acree to adjourn. Trustee Nave 2nd - Motion passed 6-0.

Meeting adjourned at 9:43 PM

Rick Laskowski

Budget Officer

