

**VILLAGE HALL OF HARRISTOWN****June 24, 2019**

The Board of Trustees of the Village of Harristown held their monthly meeting on June 24, 2019. Trustees Brad Centola, Becky Nave, Cody Endrizzi, Les Jenkins, Mayor Evelyn Deverell, Treasurer Julie Rose, Budget Officer Rick Laskowski, and Attorney Drew Weatherford were in attendance. Trustees Alan Ferriell, Aaron Netterville, Village Clerk Penny Allen were absent. Mayor Deverell called the meeting to order at 7:00 P.M. followed by the Pledge of Allegiance.

***Consent Agenda***

- a) Adopt Meeting Agenda: Motion by Trustee Centola to approve, Trustee Jenkins 2<sup>nd</sup>. Motion passed 4-0.
- b) Minutes of the Last Meeting: Motion by Trustee Nave to approve, Trustee Jenkins 2<sup>nd</sup>. Motion passed 4-0.

***Visitors***

Friends of Lincoln Homestead Park – Melody Arnold & Cinda Ferris presented park restoration activities to the Board. Literature distributed to Board members. The organization is utilizing a community stewardship grant to match donations. Additional funds can be received from volunteer hours. Funds will be used to restore the habitat. Positive change is occurring. It was suggested to contact Sangamon Valley High School to provide an activity that students could use for credit hours as required by the school. Social media and village newsletters could be used to communicate the program to the public.

Resident Laura Jahr – New owner of The Depot (1190 N. Meridian). Building improvements are being considered. They would like to establish a museum containing a collection of Coca-Cola memorabilia. They will be making it their home and have 3 issues that need to be fixed and are inquiring if TIF District funds could be obtained to help offset expenses. The 3 repairs are new metal roof (\$24,900 estimate); HVAC & water distribution. The new addition has no plumbing; piping upgrades needed. They are asking for help to fund the repairs on the “historic” side of the building. Husband Dave is a well-known DJ and would be willing to offer his DJ services at upcoming village events. The Board asked how it would benefit the village. It was felt that there was nothing to gain, but it does fall under the historic building TIF program. Nothing was decided upon, more discussion needed.

***Mayor Updates***

An update from Azavar Government Solutions was distributed. Azavar is auditing revenue sources to identify errors. 4 addresses are being reviewed for possible sales tax changes.

Ameren LED lighting program for Harristown has been approved. Changing street lights to LED will begin in September.

TIF portion of recent tax bills has increased.

Rt. 36 road work and closures continues.

Fireworks display set for Saturday June 29, 2019. Asking for help from Board members at community celebration.

Open Meetings Act – Board members asked to complete on line training. Website instructions distributed to Board members.

Social Media – assure ordinance compliance.

Ordinance committee needs to review village committee setup and responsibilities.

5 Year Plan – There are currently several active projects. What does the Board want to accomplish? Need to draft a 5-year plan.

#### ***Treasurers Report***

- a) Authorize paying the bills. Cash requirement report distributed to Board members. The report listed unpaid/unapproved invoices by vendor. Total amount = \$66,389.13. The list included \$26,663.49 from Chastain & Associates. Motion by Trustee Centola to approve payment of the Chastain invoices. Trustee Endrizzi 2<sup>nd</sup>. Trustee Jenkins abstained from voting due to being an employee of Chastain. Mayor Deverell voted to approve. Motion passed 4-0. Motion to approve payment for all other vendors on the list made by Trustee Endrizzi. Trustee Centola 2<sup>nd</sup>. Motion passed 4-0. Treasurer Rose concerned about paying late fees on non-pre-approved invoices. Attorney Weatherford to check legal implications of paying prior to Board approval.
- b) Spending report on the 2<sup>nd</sup> Street Project was distributed to Board members. The list includes both paid and unpaid invoices. Total spending project to date is \$147,806.77.
- c) Finance Report: includes bank account balances and detail list of receipts by fund. Motion by Trustee Endrizzi to approve, Trustee Jenkins 2<sup>nd</sup>. Motion passed 4-0.

#### ***Budget Officers Report***

- a) Monthly budget report reviewed. Largest expenses for the month was for drainage work and engineering services. Motion by Trustee Endrizzi to accept the Budget Officers report. Trustee Centola 2<sup>nd</sup>. Motion passed 4-0.

### ***Engineering Report***

Engineer Mary Cave distributed the monthly Engineer's report and a Street Reconstruction Master Plan including a Map exhibit.

- a) 3 Bids received for west end of 2<sup>nd</sup> Street project. Otter Lake = \$18,300; Carver Construction = \$57,920; Luka Construction = \$25,500. Step 1 is to consider cleaning ditch on other side of railroad tracks; landowner permission needed. Need to get materials as soon as possible, should be getting drier weather. It was felt that the clay tile on the Centola property will continue to break down. Why the big variation in the 3 bids received? Big excavator used on the project could do more damage; restoration is expensive. Easements have been obtained for work in the area south. Mayor Deverell will check all other easements, if needed they will be redone and resigned. Easements need to be 60 ft. Waiting on improved weather conditions. The project needs to be finished. Restoration cost, estimated at \$10,000, was not included in any of the bids. The same specifications were given to all 3 companies. Accepting the low bid could put more work on our staff. It was felt that the Board needs to accept the low bid. Motion made by Trustee Endrizzi to accept Otter Lake bid of \$18,300. Trustee Jenkins 2<sup>nd</sup>. Trustee Centola abstained from voting due to possible conflict of interest. Mayor Deverell voted to approve Motion passed 4-0.
- b) Water Improvement/Tower/IEPA Loan status was updated on the monthly report. When the project starts the village will be able to draw funds from the Loan.
- c) Mary Cave has resigned from Chastain & Associates. Ron Legler will transition as Harristown village engineer.
- d) 2019 MFT & street maintenance concerns and goals were updated on the monthly report. A 7-year street reconstruction plan was drafted and distributed to Board members. An outside contractor will be needed to perform ditch cleanout work. The Plan identifies all streets included in year 1 through year 7. The plan also has cost estimates. Motion was made by Trustee Jenkins to approve Year 1 as a pilot program; project to include ditch work. Trustee Endrizzi 2<sup>nd</sup>. Motion passed 4-0. If this pilot program works, the Board will consider obtaining loans for future program. Motion made by Trustee Endrizzi to allow Mayor to sign paperwork for current year to be submitted to IDOT. Trustee Jenkins 2<sup>nd</sup>. Motion passed 4-0.

### ***Superintendents Report***

The June 2019 Maintenance report was distributed to Board members. It contains a daily log of activities performed by the maintenance staff. Most of the activities are associated with the 2<sup>nd</sup> street project and were covered during the Engineering report.

### ***Zoning Committee***

No report

***Old Business***

- a) Expense Reimbursement Policy – Ordinance including policy and form drafted and distributed for review. Motion by Trustee Endrizzi to accept the document as an ordinance. Trustee Centola 2<sup>nd</sup>. Motion passed 4-0. Ordinance 19-05 created.
- b) Municipal Utility Tax – table for future discussion.

***New Business***

- a) Trustee Alan Ferriell has resigned from the village Board. Trustee Aaron Netterville has accepted a new job and from time to time will miss future board meetings.
- b) Prevailing wage ordinance – Motion by Trustee Endrizzi to table for future meeting. Trustee Centola 2<sup>nd</sup>. Motion passed 4-0.
- c) Business District – slightly different than TIF district. The program extends for 23 years. Village sales tax could double the current sales tax revenue. A document describing the program was distributed to board members. Trustees were asked to review and discuss at next months meeting.
- d) Discussion of Liquor licenses – The former property of Bottom-Up is being considered for development by Parks Brothers. The new development wants a gaming license. Need to have liquor license to have a gaming license. Two liquor licenses currently exist, the board needs to consider adding additional licenses. Need to review license requirements.
- e) TIF application for Depot – briefly discussed during visitors section. Moran development suggests awarding \$5,000 as a goodwill gesture. Consider further discussion during closed session. The intent is to promote village by displaying and encouraging use of the logo of Lincoln/Harristown, not remodeling the house.
- f) TIF application for 4380 W. Main – nothing new to report. Application / documentation needed.
- g) Friends of Lincoln Homestead – discussed during Visitors section. Need to include in upcoming newsletter and promote through social media.

***Personnel Committee***

No report

***Street's and Alley's Committee***

Included in engineering and maintenance reports.

***Finance Committee***

No report

***Ordinance Committee***

Gaming ordinance needed. See new business under item d.

***Water and Sewer Committee***

Included in engineering and maintenance reports.

***Economic Development Committee***

No report

***Attorney***

Procedure for involuntary annexation – If property is < 60 acres, need to give notice to all lienholders and several other agencies; at least 10 days' notice needed. Board members asked after annexation, what zone will the property become? Current owner of targeted property is a trust. Need to give them time to decide. Attorney to send letters to all agencies involved notifying them of possible involuntary annexation.

3-minute break taken at 9:42PM

TIF application – table till next meeting. Attorney to review Open Meetings Act for compliance.

Motion by Trustee Endrizzi to adjourn. Trustee Nave 2<sup>nd</sup> - Motion passed 4-0.

Meeting adjourned at 9:47 PM

Rick Laskowski  
Budget Officer

