

VILLAGE OF WOODHULL

BOARD OF TRUSTEES REGULAR MEETING

July 8, 2024

Committees

President – D. Holmes

Building – M. Bethell, J. McCready, & D Holmes

Finance/Insur. /Audit – H. Garrett, D. Holmes, & C. Anderson

Personnel – D. Holmes, C. Anderson, & S. Francis

Public Works – J. McCready & D VerHeecke

Pro-Tem Pres – C. Anderson

Economic Development – S. Francis, C. Anderson & 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 July 8, 2024 @ 7:00 pm.

Followed by roll call: Christena Anderson, Mark Bethell, Scott Francis, Hannah Garrett, Jeff McCready, and Derek VerHeecke were present.

Also present at the meeting: Dave Holmes – Mayor, Kelli Hand –Village Clerk, Garrett Adamson – Village, Dusty McKeag – Public Works Director, Michael Keener – Public Works Assistant, Alex Wagner – Police Sergeant, Deb Krueger - Village Water Clerk and Mike Massie- Village Attorney.

**PUBLIC COMMENTS:**

Mayor Holmes thanked the Board for handling items over the past month as he is recovering from a health issue. Mayor Holmes asked that we continue to pray for his health to return to normal.

Village attorney, Mike Massie, joined the meeting to answer questions regarding a Solar Permit Ordinance that the Village would like to put into place. A draft was provided to the Board and after a short discussion it was decided that Mr. Massie would continue to work on the Solar Permit Ordinance and have it ready for next month’s meeting. Items discussed include adding information about a floating solar station, details on regulations for each type of solar panel project, and the zoning within the Village. Currently the Village does not have any solar panel ordinances.

Attorney Massie also commented on a recent topic that the Board was asked to consider. Mr. Massie said he does not advise the Board to approve an amendment to the Village’s liquor serving ordinance, lowering the serving age of workers to 18 years of age. Currently all people serving alcohol must be 21 years of age or older. Mr. Massie strongly encouraged the Board not to change this rule.

**APPROVAL OF MINUTES:**

Trustee Christena Anderson made a motion to approve the June 10, 2024, Regular Board Meeting Minutes as presented. Trustee Scott Francis seconded the motion. Motion passed 6-0. Trustee Scott Francis made a motion to approve the June 10, 2024, Closed Minutes as presented, and Trustee Hannah Garrett seconded the motion. Motion carried 6-0.

Trustee Christena Anderson made a motion to approve the Closed Session Minutes for review from June 2023 to November 2023 and Trustee Scott Francis seconded the motion. Motion carried 5-0, with Trustee Jeff McCready abstaining from the vote, since he is newly seated on the Board.

**TREASURER’S REPORT JUNE 2024:**

General Fund	\$ 604,847.06
General Fund Payroll	\$ 29,687.61
July 8, 2024	

Video Gaming FSB Savings	\$ 194,801.99
Veterans Memorial Fund	\$ 1,419.35
Drug Enforcement Fund	\$ 3,446.00
Playground Fund	\$ 1,007.09
WINN Checking FSB	\$ 3,544.49
Operation & Maintenance	\$ 930.33
Deprec Checking	\$ 6,432.17
Debt Service #2033	\$ 53,967.41
Debt Service Savings	\$ 8,881.30
<u>MFT Fund</u>	<u>\$ 88,907.77</u>

**APPROVAL OF BILLS:**

General Fund June accounts payable were presented as follows:

ABC Fire Extinguisher Sales	\$ 271.00
Ameren	\$ 885.03
B&B Lawn Equipment	\$ 117.97
Central Illinois Equipment Sales, INC.	\$ 955.93
Don's Market News	\$ 30.41
Edwards Ready Mix	\$ 876.93
Electrical engineering & Equipment Co.	\$ 1,655.00
Lynn Implement Repair LC	\$ 32.76
Martin	\$ 520.44
Massie & Quick LLC	\$ 688.78
McConnell Heating & Cooling	\$ 310.00
Mobile Team Training Unit IV	\$ 85.00
Office Machine Consultants, Inc	\$ 425.59
P.F. Pettibone & Co.	\$ 321.15
Painter Farm Equipment, Inc	\$ 171.12
Royal Publishing	\$ 95.00
Spencer Brothers Disposal	\$ 34.00
US Cellular	\$ 218.25
USABlueBook	\$ 40.55
V & V Storage, LLC	\$ 125.00
Verizon	\$ 66.22
Visa #0173	\$ 420.89
Visa #0470	\$ 178.91
Woodhull Oil Co.	\$ 243.41
Woodhull Telephone Co.	\$ 431.79
Correction- remove Triple E bill	\$ (715.00)
Correction- remove part of telephone bill	\$ (97.75)
Correction- add police armor bill	\$ 1,223.24
Correction-add police lights bill	\$ 2,162.10
<u>Correction- add police Visa bill for gas</u>	<u>\$ 287.44</u>

**Total June General Fund A/P \$ 12,141.16**

Water Fund June accounts payable were presented as follows:

3E Electrical Engineering & Equipment Co.	\$ 1,162.00
Ameren Illinois	\$ 8,793.57
Essence Chemical Co.	\$ 3,062.78
Farmers State Bank of Western Illinois	\$ 3,175.00

July 8, 2024

Galesburg Napa	\$	51.98
Harris Computer System	\$	2,098.01
Illinois EPA	\$	2,500.00
Pace Analytical Services LLC	\$	220.10
Postmaster	\$	70.00
US Cellular	\$	207.07
US Bluebook	\$	100.59
Woodhull Telephone Co	\$	140.80
<b>Total June Water Fund A/P</b>	<b>\$</b>	<b>21,684.90</b>

It was noted by Mayor Holmes that the Treasurer's Report from the May meeting was approved with a phone vote, since Treasurer Garrett Adamson was unable to attend the May meeting due to the birth of his son. April's Treasurer's Report was approved as presented 5 to 0 during this phone vote.

Items discussed about the June Treasurer's Report included: removing the \$715 bill from Triple E from the general fund payables, removing the \$97.75 bill from Woodhull Telephone from the general fund payables, adding a bill for \$1,223.24 to the general fund payables for police body armor, adding a bill for \$2,162.10 to the general fund payables for new police lights, adding \$287.44 to the general payables on the police credit card for fuel, removing the MidAmerican bill for \$1,529.37 from the water & sewer fund payables, and adding the trustees' pay of \$3,000.00 to the payroll summary making the payroll summary \$17,851.23 for the month of June.

Trustee Hannah Garrett made a motion to accept the June Treasurer's Report as amended. Trustee Derek VerHeecke seconded the motion, motion passed 6-0.

There was a brief discussion on what Treasurer Adamson still needs to complete a report on the SLFRF funds that the Village used. With the help of trustees and Public Works Director Dusty McKeag, Adamson felt he could now complete the report.

Mayor Dave Holmes gave an update on the gaming income for the Village. The Village received \$5,010.52 from the May gaming profits. The total income from gaming for the Village is now over the half million mark.

Mayor Holmes reported he has once again checked in with the accounting firm that will be doing the Village's audit. There is still no update currently. Trustee Hannah Garrett asked Mayor Holmes to speak with Jim Taylor, who is the accountant that the Village has their engagement letter from Carpentier. The Board was reminded it was Jim Taylor who switched the Village's audit over to Odoni. Mayor Holmes said he would reach out to Jim Taylor and report back to the Board.

Trustee Mark Bethell reported he had new keys made for the Village Hall and they seem to be working better. The older keys were struggling to unlock and lock doors recently. Trustee Mark Bethell made a motion to have 20 keys for the entrance doors to the Village Hall made and 6 keys for the office door made. These keys would replace the ones that are no longer working correctly. Trustee Derek VerHeecke seconded the motion. Motion passed 6-0.

Trustee Derek VerHeecke reported on changes made to the Office Machine Consultants contract, which the Village renews every two years. Trustee Scott Francis made a motion to sign the two-year agreement with Office Machine Consultants for the price of \$5,328. Trustee Jeff McCready seconded the motion. The motion passed unanimously after a roll call vote of Anderson-Y, Bethell-Y, Francis-Y, Garrett-Y, McCready-Y, and VerHeecke-Y.

July 8, 2024

## **POLICE/CIVIL DEFENSE/PERMITS:**

Police Sergeant Alex Wagner presented his June Police Report.

In June the Woodhull Police Department responded to 22 calls for service, conducted 26 traffic stops, issued 10 citations, 16 warnings, 2 misdemeanor arrests, 0 felony arrests, and had 1 traffic accident.

Trustee Mark Bethell reported that Geneseo does not want the Village's Humvee. Trustee Bethell said he is working to see if Henry County or Knox County would be interested. If these options do not go through, then the Village will be faced with shipping the Humvee to a designated state with the cost of shipping falling on the Village. The Board agreed to allow Trustee Bethell reach out to any possible solution that would save the Village from having to ship the Humvee back.

The Board agreed they need to work on an ordinance preventing long-term living arrangements being in campers parked in the Village. There are multiple complaints and reports of residents parking campers in their yards and having people live in the campers. The Mayor and Trustee Scott Francis will work on an ordinance to present the Board at an upcoming meeting.

Trustee Mark Bethell also informed Sergeant Wagner that there have been some recent complaints about the traffic leaving and coming into town on North Division and West 5<sup>th</sup> Street driving well over the posted speed limits. Sergeant Wagner made note of this and will increase patrolling hours on these streets.

Police Sergeant Wagner reported that Henry County was not able to fulfill all their contracted hours for the past month. Sergeant Wagner remains working the allowed 16 hours a week to help cover the Village. Sergeant Wagner also reported that he is scheduled off for the annual Fun Fest. The Board agreed they would like him to work the night of the Fun Fest. Trustee Hannah Garrett pointed out that there may be times when Sergeant Wagner will have to work more than his allotted hours if the Village sees a need for extra coverage. Due to the Street Dance and other activities related to the Fun Fest it is in the Village's best interest to have Sergeant Wagner on duty.

Trustee Christena Anderson made a motion to accept the June Police Report as presented. Trustee Hannah Garrett seconded the motion. The motion passed 6-0.

## **PUBLIC WORKS REPORT:**

Public Works Director Dusty McKeag gave the June Public Works Report.

Trustee Christena Anderson reported that due to the cost of removing the trees at the park, there will be five trees not taken down this summer.

Director McKeag reported that a trailer had been put into the new budget and Public Works is hoping to purchase one this month. This purchase will be used to load and unload equipment more safely, and there is an urgent need for it. After a short discussion Trustee Jeff McCready made a motion to change the Public Works budget to increase the amount for a trailer to \$10,800 with the extra money coming from the tree removal budget that will no longer be needed and for Public Works to purchase a trailer that is suitable for their needs and within their new budget, from 3D Trailer Sales. Trustee Derek VerHeecke seconded the motion. Motion passed 6-0 after a roll call vote of VerHeecke-Y, Anderson-Y, Bethell-Y, Francis-Y, Garrett-Y, and McCready-Y.

Water Clerk Deb Krueger requested to learn how to take Square payments from Village Clerk Kelli Hand. The Board agreed Kelli could teach Deb how Square works so if a need arises she is able to take credit card payments.

Trustee Hannah Garrett asked Water Clerk Krueger if there was a way to post on water bills if someone will be having their amount due debited from their banking account. The lack of information on the bills leaves customers not knowing if they owe money or if it will be automatically withdrawn. Water Clerk Krueger said she would have to do some thinking on the best way to do this. Because the bills are printed on postcards there is not a lot of room to add information, and it would be hard to single out the few who use automatic withdraw for payments. The Board agreed something needs to be placed on the bill, and they would like an update at the next meeting.

Trustee Scott Francis made a motion to accept the June Public Works report as presented. Trustee Jeff McCready seconded the motion. The motion passed 6-0.

### **DANGEROUS BUILDING UPDATE:**

None at this time.

### **ZONING BOARD RECOMMENDATIONS:**

Nothing at this time

### **PARKS/RECREATION/TOURISM:**

Trustee Christena Anderson reported she is working on information to release to the Village about a cleanup day for September 14<sup>th</sup>. It will once again take place in the Village Hall parking lot. Once there are more details flyers will be hung up and it will be posted on Facebook.

### **ECONOMIC DEVELOPMENT:**

Trustee Scott Francis reported he met with Mayor Holmes and Trustee Christena Anderson on July 2<sup>nd</sup> to discuss some ideas about recognizing businesses in our Village. Trustee Francis said he will need to work with Village Clerk Hand to get a letter ready to go out to businesses

### **OLD BUSINESS:**

Trustee Christena Anderson reported she has no update on getting a new electric Village Sign. She will continue to keep the Board updated on this topic.

### **NEW BUSINESS:**

No New Business was discussed.

### **CLOSED BUSINESS:**

Trustee Jeff McCready made a motion to go into Closed Session for two litigation updates, two personnel items, and more discussion about the Village's overtime policy at 8:49pm. Trustee Hannah Garrett seconded the motion. Motion passed 6-0.

It was noted Mayor Holmes was feeling ill and left the meeting. Pro Tem Mayor Christena Anderson conducted the closed portion of the July Meeting.

July 8, 2024

Respectfully submitted by Kelli Hand, Village Clerk

Trustee Mark Bethell made a motion to go back into Open Session at 9:25 p.m. Trustee Jeff McCready seconded the motion. Motion passed 5-0.

Respectfully Submitted, Christena Anderson, Village Mayor Pro Tem and Trustee

**VOTES AFTER CLOSED:**

Mark Bethell made a motion to adjourn the July 8<sup>th</sup> meeting and Trustee Jeff McCready seconded the motion. Motion passed 6-0 at 9:26PM.

Respectfully Submitted, Christena Anderson, Village Mayor Pro Tem and Trustee