

PROCEEDINGS OF THE ROXANA VILLAGE BOARD

September 18, 2023

Mayor Reynolds called the meeting to order and asked the clerk to call roll. The following members were present: Smith, John, Kelly, Newberry, Groppel and Attorney Lading.

A motion was made by Groppel and seconded by Kelly to approve the minutes of the Village Board meeting on 09/05/23. The vote was:

AYE: Smith, John, Kelly, Newberry, Groppel

ABSENT: None

NAY: None

Motion carried.

A motion was made by Kelly and seconded by John to approve the committee meeting minutes of the Village Board meeting on 09/11/23. The vote was:

AYE: Smith, John, Kelly, Newberry, Groppel

ABSENT: None

NAY: None

A motion was made by Kelly and seconded by Groppel to approve the executive committee meeting minutes of the Village Board meeting on 09/11/23. The vote was:

AYE: Smith, John, Kelly, Newberry, Groppel

ABSENT: None

NAY: None

A motion was made by Smith and seconded by Kelly to approve the current Treasure's report.

AYE: Smith, John, Kelly, Newberry, Groppel

ABSENT: None

NAY: None

Motion carried.

A motion was made by Kelly and seconded by Groppel to approve the current bill list and authorize payment.

AYE: Smith, John, Kelly, Groppel

ABSTAINED: Newberry

ABSENT: None

NAY: None

Motion Carried.

GENERAL FUND

BALANCE IN FUND 09/05/23	360,543.21
RECEIPTS	4,091.05
EXPENDITURES	58,322.86
BALANCE IN MONEY MARKET 09/18/23	306,311.40

FIRE PROTECTION FUND

BALANCE IN FUND 09/05/23	246,696.13
RECEIPTS	693.91
TRANSFER FROM SPECIAL REVENUE – Operating Expenses	0.00
EXPENDITURES	15,009.33
BALANCE IN FUND 09/18/23	232,380.71

RECREATION FUND

BALANCE IN FUND 09/05/23	117,376.97
RECEIPTS	0.00
TRANSFER FROM SPECIAL REVENUES	0.00
EXPENDITURES	10,184.09
BALANCE IN FUND 09/18/23	107,192.88

PUBLIC IMPROVEMENT FUND

BALANCE IN FUND 09/05/23	1,156,975.99
RECEIPTS	36,425.83
EXPENDITURES	369.04
BALANCE IN FUND 09/18/23	1,193,032.78
INVESTED FUNDS – CERTIFICATES OF DEPOSIT	1,697,261.78
INTEREST	0.00
BALANCE IN PUBLIC IMPROVEMENT FUND 09/18/23	2,890,294.56

REFUSE FUND

BALANCE IN FUND 09/05/23	185,683.19
MISC	813.81
RECEIPTS	00.00
TRANSFER FROM SPECIAL REVENUES	00.00
EXPENDITURES	11,351.60
BALANCE IN FUND 09/18/23	175,145.40

WATER O & M

BALANCE IN FUND 09/05/23	235,508.27
RECEIPTS	18,064.14
INTEREST	00.00
EXPENDITURES	26,917.01
BALANCE IN FUND 09/18/23	226,655.40
INVESTED FUNDS – CERTICATES OF DEPOSIT	200,000.00
BALANCE IN WATER O & M 09/18/23	426,655.40

WATER PLANT CAPITAL EXPENDITURES

BALANCE IN FUND 09/05/23	41,492.99
INTEREST	105.72
RECEIPTS	00.00
EXPENDITURES	00.00
BALANCE IN FUND 09/18/23	41,598.71

WATER METER DEPOSIT FUND

BALANCE IN FUND 09/05/23	61,085.34
INTEREST	00.00
RECEIPTS –	476.37
MISC	00.00
EXPENDITURES	320.00
BALANCE IN FUND 09/18/23	61,241.71

SOCIAL SECURITY FUND

BALANCE IN FUND 09/05/23	132,088.95
INTEREST	321.62
PROPERTY TAX – SOCIAL SECURITY	0.00
MISCELLANEOUS	0.00
TRANSFER FROM SPECIAL REVENUE	0.00
EXPENDITURES	6,587.20
BALANCE IN FUND 09/18/23	125,863.37

IMRF FUND

BALANCE IN MONEY MARKET 09/05/23	218,337.81
RECEIPT'S	601.84
INTEREST	0.00
TRANSFER FROM SPECIAL REVENUES	0.00
EXPENDITURES	0.00
BALANCE IN FUND 09/18/23	218,939.65

SPECIAL REVENUES FUND

BALANCE IN FUND 09/05/23	7,836,193.15
AWIN MANAGEMENT HOST FEES	00.00
AMEREN UTILITY TAX	00.00
INTEREST	27,615.57
AMEREN FRANCHISE-Gas & Electric	00.00
MISC.	00.00
EXPENDITURES	95,621.59
BALANCE IN FUND 09/18/23	7,768,187.13
BALANCE IN PRIME FUND	00.00
INVESTED FUNDS-CERTIFICATES OF DEPOSIT	3,638,735.13
Interest	00.00
BALANCE IN FUND 09/18/23	11,406,922.26

WASTEWATER TREATMENT PLANT

BALANCE IN FUND 09/05/23	95,191.04
RECEIPTS	0.00
TRANSFER FROM SPECIAL REVENUE	0.00
EXPENDITURES	17,528.89
BALANCE IN FUND 09/18/23	77,662.15

UNEMPLOYMENT INSURANCE FUND

WORKER'S COMP & LIABILITY FUND 09/05/23	7,226.48
RECEIPTS	0.00
EXPENDITURES	29.69
BALANCE IN FUND 09/18/23	7,196.79

WORKMAN'S COMP. FUND

BALANCE IN MONEY MARKET 09/05/23	169,792.53
RECEIPTS	432.06
MISC. BOC Tank Insurance/Hartford	0.00
EXPENDITURES	0.00
BALANCE IN FUND 09/18/23	170,224.59

MOTOR FUEL TAX FUND

BALANCE IN MONEY MARKET 09/05/23	276,459.58
RECEIPT'S	701.42
MISC: Rebuild Illinois Fund Program	00.00
Motor fuel tax	5,401.84
EXPENDITURES	00.00
BALANCE IN FUND 09/18/23	282,562.84

GUESTS:

- Mike Wever thanked Ken Hoxsey for putting together the bullets for the August 25th Landfill Advisory meeting.

MAYOR COMMENTS:

- Nana's Cups & Cones is scheduled for a Grand Opening on Friday, October 6th at 1 p.m. and for the public on Saturday, October 7th.

DEPARTMENT HEADS:

Chief Cunningham provided the following:

- Nothing to report.

Chief Newberry provided the following:

- Phillips 66 invited the Fire Department to attend their corporate fire school. P66 employees from around the country are brought in for this training. Chief Newberry attended the class today.
- The annual hose testing for the Fire Department was done Saturday September 9th, they had 5 sections of hose fail. Chief Newberry would like to replace those sections along with three other sections that failed last year.
- The Fire Department pick up truck is at Trickey's for a coolant leak. It will take 14 days for the parts to arrive.
- 2515 is having issues with the siren. The pressure relief valve for the fire pump and a programming problem with the deck gun.
- 2516 is having an issue with the emergency lighting on the rear of the truck.
- The POCs are planning a biscuits and gravy breakfast and an open house the same day as the Village wide yard sale on September 30th.
- Fire Prevention week is in October. They are working with the Principal at Central Grade School for a contest. The winner may get lunch with a firefighter or a ride to school in the fire truck. All board members stated they are good with a student riding in the fire truck.

Superintendent Dustin McCann provided the following:

- Submitted the USDA loan last Friday.
- Haire Plumbing is expected to start the AECOM water line installation this Thursday 9/21/23.
- The water department and sewer department had a meeting today at the water plant with a JULIE locate representative. We are going to work with them to cut our locate area in half. This would bring down the number of JULIE locates we respond to and the cost for the JULIE locates we receive.
- Preparing to send out the access agreements for the Water Infrastructure & Lead Service Line Replacement.
- Water System flushing will take place at 10 p.m. on 9/26 and 9/27.

Superintendent Ken Hoxsey provided the following:

- Replacement of the bucket seat on the new trash truck with a bench seat; quote is \$1,951.78.
- Discuss Motor Fuel Program; Call Stutz to fix the old Village Hall out front, handicap ramps and the driveway approach on West Third Street.
- Fire Department garage doors were added to the village maintenance program. One of the doors was having issues with smooth operation. The tech that did the maintenance recommended the addition of chain tensioners to the doors to ensure proper operation. The quote was \$1,479 for work on all 3 sectional doors.
- We were unable to locate any reason for the undermining of the sidewalk at the corner of E. Tydeman and Central Ave. We examined all of the storm sewers in the area for infiltration and found none. Options for preventing further erosion

and repairing this area need to be discussed. The sidewalk had begun to break and crack as a result of settling.

- Working with Stutz to get the concrete repaired on Hedge Road as per the price and procedures they specified.
- Trustee Kelly stated the walkway by the Cone Barn is getting pretty bad. Trustee Groppe stated the alley behind Joe Bean's house is also broken up. Mayor Reynolds stated when Stutz is here to give us a quote on replacing some.
- Trustee Newberry asked if anyone had looked at the curbing in front of the Fire Department. Ken Hoxsey stated no and that also needs to be looked at.
- A question was asked if the AC units at the Village Hall have been maintained. Ken Hoxsey stated June 2021 we had an approval for maintenance and France Mechanical stated they would get us on the schedule and apparently it never happened.

Superintendent Scott Schmidt provided the following:

- Nothing to Report.

ADMINISTRATIVE COMMITTEE:

- Discussed Village Administrator position to open for applications. We will discuss it in the executive session.

PUBLIC SAFETY COMMITTEE:

- A motion was made by Smith and seconded by John to approve the Purchase of (2) Solar PMD Speed Radar signs not to exceed \$7500.00.
AYE: Kelly, Smith, John, Newberry, Groppe
ABSENT: None
NAY: None

PUBLIC WORKS COMMITTEE:

- Discuss the new Village Refuse Disposal Policy. Chief Cunningham stated we do have to do an abatement notice if the resident doesn't comply with the disposal policy. Ken Hoxsey would like to do 2 pickups a year for large items. Trustee Newberry would like to notify all residents when this policy goes into place. Dumpster usage will also start costing \$50/dumpster. Attorney Lading will work on writing the policy and looking into the Ordinance.
- Discuss the purchase of a new truck for the wastewater plant. Scott Schmidt stated the Street Department has a 350 one-ton truck and he recommends he has the 550 truck and he felt Kenny could use it more effectively than he could. Kenny stated the 550 does suit their needs.

- A motion was made by Newberry and seconded by John to approve the purchase of a new Truck for the Wastewater Plant not to exceed \$60,000 in waiving bid requirements.

AYE: Kelly, Smith, John, Newberry, Groppe

ABSENT: None

- A motion was made by Newberry and seconded by Kelly to approve the purchase of Radio Read Metering Equipment from the Water Plant Capital Expenditures Fund; not to exceed \$24,000.00.

AYE: Kelly, Smith, John, Newberry, Groppe

ABSENT: None

NAY: None

COMMUNITY DEVELOPMENT:

- Call for Zoning Board Hearing on Bertles Property on Wanda Road. Attorney Lading will put all of it together and rezone back to Industrial.
- Open house for the Comprehensive Plan on September 27th from 5pm-7pm at the library.

NEW BUSINESS:

- Received communication from Park Director of the separation of the Park from the Village. Everyone has a copy of the agreement and Mayor Reynolds would like everyone to look at it.

UNFINISHED BUSINESS:

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A motion was made by Kelly and seconded by John to adjourn the regular session and move to executive session with no action to follow.

AYE: Kelly, John, Smith, Newberry, Groppe

ABSENT: None

NAY: None

Time: 7:49 p.m.

A motion was made by Kelly and seconded by Newberry to adjourn the executive session and move to regular session.

AYE: Kelly, John, Smith, Newberry, Groppe

ABSENT: None

NAY: None

Time: 8:26 p.m

With no additional business to be discussed, a motion was made by Kelly and seconded by Groppel to adjourn the regular session.

AYE: Kelly, John, Smith, Newberry, Groppel

ABSENT: None

NAY: None

Time: 8:27 p.m

Kristi Carter, Village Clerk