

PROCEEDINGS OF THE ROXANA VILLAGE BOARD

April 1, 2024

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

A motion was made by Kelly and seconded by White to approve the minutes of the Village Board meeting on 03/18/24 with 2 corrections. The vote was:

AYE: Newberry, Groppe, Kelly, Smith, John, White

ABSTAINED: None

ABSENT: None

NAY: None

Motion carried.

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

AYE: Smith, John, Kelly, White, Newberry, Groppe

ABSENT: None

NAY: None

Motion carried.

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

AYE: Smith, John, Kelly, White, Groppe

ABSTAINED: Newberry

ABSENT: None

NAY: None

Motion Carried.

GENERAL FUND

BALANCE IN FUND 03/18/24	123,916.30
RECEIPTS	152,282.10
EXPENDITURES	94,087.45
BALANCE IN MONEY MARKET 04/01/24	182,110.95

FIRE PROTECTION FUND

BALANCE IN FUND 03/18/24	29,772.35
RECEIPTS	394.62
TRANSFER FROM SPECIAL REVENUE – Operating Expenses	75,000.00
EXPENDITURES	12,720.65
BALANCE IN FUND 04/01/24	92,446.32

RECREATION FUND

BALANCE IN FUND 03/18/24	31,388.36
RECEIPTS	18,332.86
TRANSFER FROM SPECIAL REVENUES	0.00
EXPENDITURES	4,533.90
BALANCE IN FUND 04/01/24	45,187.32

PUBLIC IMPROVEMENT FUND

BALANCE IN FUND 03/18/24	1,362,638.28
RECEIPTS	0.00
EXPENDITURES	31,797.94
BALANCE IN FUND 04/01/24	1,330,840.34
INVESTED FUNDS – CERTIFICATES OF DEPOSIT	1,697,261.78
INTEREST	0.00
BALANCE IN PUBLIC IMPROVEMENT FUND 04/01/24	3,028,102.12

REFUSE FUND

BALANCE IN FUND 03/18/24	22,353.74
MISC	300.44
RECEIPTS	00.00
TRANSFER FROM SPECIAL REVENUES	50,000.00
EXPENDITURES	13,547.53
BALANCE IN FUND 04/01/2024	59,106.65

WATER O & M

BALANCE IN FUND 03/18/24	145,174.38
RECEIPTS	28,939.64
INTEREST	0.00
EXPENDITURES	39,824.26
BALANCE IN FUND 04/01/2024	134,289.76
INVESTED FUNDS – CERTICATES OF DEPOSIT	202,272.22
BALANCE IN WATER O & M 04/01/2024	336,561.98

WATER PLANT CAPITAL EXPENDITURES

BALANCE IN FUND 03/18/24	38,257.08
INTEREST	00.00
RECEIPTS	00.00
EXPENDITURES	00.00
BALANCE IN FUND 04/01/2024	38,257.08

WATER METER DEPOSIT FUND

BALANCE IN FUND 03/18/24	63,043.13
INTEREST	00.00
RECEIPTS –	240.00
MISC	00.00
EXPENDITURES	110.00

BALANCE IN FUND 04/01/2024	63,173.13
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SOCIAL SECURITY FUND

BALANCE IN FUND 03/18/24	39,236.59
INTEREST	0.00
PROPERTY TAX – SOCIAL SECURITY	190.63
MISCELLANEOUS	0.00
TRANSFER FROM SPECIAL REVENUE	0.00
EXPENDITURES	6,978.24
BALANCE IN FUND 04/01/2024	32,448.98

IMRF FUND

BALANCE IN MONEY MARKET 03/18/24	129,230.33
RECEIPT'S	16,023.09
INTEREST	0.00
TRANSFER FROM SPECIAL REVENUES	0.00
EXPENDITURES	28,938.22
BALANCE IN FUND 04/01/2024	116,315.20

SPECIAL REVENUES FUND

BALANCE IN FUND 03/18/24	7,838,653.16
AWIN MANAGEMENT HOST FEES	294,322.19
AMEREN UTILITY TAX	00.00
INTEREST	00.00
AMEREN FRANCHISE-Gas & Electric	00.00
MISC.	00.00
EXPENDITURES	402,270.48
BALANCE IN FUND 04/01/2024	7,730,704.87
BALANCE IN PRIME FUND	00.00
INVESTED FUNDS-CERTIFICATES OF DEPOSIT	4,698,609.51
Interest	00.00
BALANCE IN FUND 04/01/2024	12,429,314.38

WASTEWATER TREATMENT PLANT

BALANCE IN FUND 03/18/24	18,684.33
RECEIPTS	00.00
TRANSFER FROM SPECIAL REVENUE	100,000.00
EXPENDITURES	36,630.00
BALANCE IN FUND 04/01/2024	82,054.33

UNEMPLOYMENT INSURANCE FUND

WORKER'S COMP & LIABILITY FUND 03/18/24	18,165.17
RECEIPTS	3.66
EXPENDITURES	103.01
BALANCE IN FUND 04/01/2024	18,065.82

WORKMAN'S COMP. FUND

BALANCE IN MONEY MARKET 03/18/24	76,307.41
RECEIPTS	182.77
MISC. BOC Tank Insurance/Hartford	0.00
EXPENDITURES	0.00
BALANCE IN FUND 04/01/2024	76,490.18

MOTOR FUEL TAX FUND

BALANCE IN MONEY MARKET 03/18/24	284,927.82
RECEIPT'S	0.00
MISC:	0.00
Motor fuel tax	0.00
EXPENDITURES	0.00
BALANCE IN FUND 04/01/2024	284,927.82

GUESTS:

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MAYOR COMMENTS:

- Working on the Doerr/Thomas drainage improvement project. Bids are due 4/12/24.
- Working on the 8th Street project. Village Administrator Jason Woody has set up meetings to fit the perimeters of the grant and use CDBG funding for this project.
- May have some movement on Nana's Cups and Cones.
- Would like to see the Tree list and would like to see more gumball trees gone.

DEPARTMENT HEADS:

Chief Cunningham provided the following:

- Submitted an email for CPR Training in April for the Police Department and waiting for the reply.
- Attorney Lading will check the status of 334 W. Thomas Street.
- Any update on short term rental property? Mayor Reynolds stated maybe next meeting to have a draft for zoning.
- Alton IT donated 5 refurbished lap top computers for our squad cars along with docking stations. We do have to have software installed which will cost around \$300.00.
- March total complaints for the month are 289 calls:
 - 4 – Contempt of Court Warrant Arrest
 - 6-Felony Arrests
 - 2-Juvenile Arrests
 - 2-Misdemeanor Arrests
 - 1-Ordinance Arrests
 - 14-Traffic Arrests
 - 26-Ordinance Violation; Trees, Junk/Vehicle, Parking, Illegal Dumping
- Thanked the FD for the help with the incident out on Losch's farm. The PD was able to identify an individual who was involved. Lt. Doyle, Officer Tharp, Officer Davis, Officer Weshinsky and Officer Parnell all did a good job.
- Tomorrow is the DARE Detention Home presentation here at Village Hall with about 130 5th graders.

Assistant Chief Pence provided the following:

- For the month of March, the Roxana fire department responded to 6 fire calls, 2 fire alarms, 12 EMS calls, 2 motor vehicle crashes, 1 carbon monoxide call, 2 haz mat incidents and 6 other calls for a total of 31 calls for service for the month.
- The Fire Department will be hosting a blood drive on May 11th starting at 8 am and should be finished by 2pm. There will also be a CPR class that morning, a second class will form in the afternoon if there is interest. Trustee Smith asked if there is a charge for the CPR Training? Trustee Kelly stated yes, it's \$20 for their card.
- Tuesday, April 2nd an instructor from the Illinois Fire Service Institute will be here to teach flammable liquid by rail class, this is a multi-department training.

Water Superintendent Dustin McCann provided the following:

- OSHA has accepted our abatement for the citations and considers our file closed.
- Working on turning in Roxana's 2024 Lead Service Line Material Inventory and the Lead Service Line Replacement Plan. It is to be turned into the IEPA by April 15th, 2024.
- Dwayne received the Village of Roxana Water Treatment Plant Energy Efficiency Assessment Report, and it will be presented to the board after everyone at the water plant has had time to review it.
- United Systems (Billing Software Company) sent prices for their services. City Administrator Jason Woody stated they sat through the demo and was told they have an 18-month implantation process with all accounts payable.
- The first set of bacteria samples were taken for the Canal Rd. water line relocate project. We will be resampling again 24 hours after the first samples and if all samples are okay, Dustin will send in the operating permit for the new water line.

Street Superintendent Ken Hoxsey provided the following:

- GRP was out today and was able to determine that one of the networking components that control the HVAC in Village Hall was broken. The HVAC system does work. Waiting for a quote for the proposed repair.
- The new trash truck is at Rush Trucking for an electrical issue it's been having since delivery. No ETA on when the repair is expected to be complete. The normal trash schedule may experience a delay while we only have one truck in operation.
- We are waiting for quotes for the tree list.
- The street sweeper does need repaired from Key Equipment; two arms that reach down to the ground became bent. Only a couple of people have used that machine in the last several months. Kenny has gone over the procedures and how it's done, and Kenny can't identify any operator error. Kenny talked to the repair guy about elevation changes which we do have some steep here in town. The repair guy said that could potentially be the cause of the damage. Specifically coming off North Maple going into South Maple is a steep hill and then by the High School has an abrupt dip which could of caused the damage over time. Trustee White stated don't you think if you hit it hard enough whoever was driving it would feel it. Kenny stated he believes so and he knows the people who drove it. #1 just to make sure nothing like this is going on Kenny has followed them and nothing out of the ordinary has occurred. Yes, Kenny believes they would feel it and only 2 people have driven it which is Kenny and Brandon. Kenny doesn't think either of them have done that and his guess is the elevation changes over time. Kenny's proposal is to change the way we operate on those to try to prevent this in the future. We are going to look to avoid those areas in the future. James Guthrie stated East First and Chaffer is also bad.
- Mayor Reynolds stated with the budgets coming maybe some new equipment. Kenny stated he plans on getting with Village Administrator Jason Woody to go over some things.

Wastewater Superintendent Scott Schmidt provided the following:

- Registered Brandon Austin, Caleb Baldwin, and himself with United Rentals to take OSHA-required online training courses for Bloodborne pathogens, confined space, lock-out tag-out, hazard communications, and personal protective equipment.
- Brandon Austin and Caleb Baldwin installed 3 emergency exit signs at the Wastewater Plant Operations building.
- Received back the Power Trac loader after repairs to the hydraulic system done by Sarco Hydraulics Service and Sales.
- Trustee Smith stated when we talk about confined spaces should we go to a private contractor to line them up? Scott Schmidt stated we do hire a contractor because of the depth you're talking about.

City Administrator Jason Woody provided the following:

- Comprehensive Plan update from Emily. The survey launched over the weekend and only 2 have complied. The survey is also on our water bills.
- Bid opening for Thomas Street Drainage is April 12th and set for approval on April 15th. We will start this project when school is out.
- 8th Street Road Replacement is due April 19th. This project would start after October 1st or in the Spring of next year.
- Hoping to have the occupancy checklist ready for the next board meeting for approval.

ADMINISTRATIVE COMMITTEE:

- A motion was made by Kelly and seconded by Groppe to approve the 2024 Salary Schedule.
AYE: Smith, John, Groppe, Kelly, White
ABSTAINED: Newberry
ABSENT: None
- Discussed the hours of the Village Hall. It was decided to keep the hours the same, which are 6 am to 8 pm.

PUBLIC SAFETY COMMITTEE:

- A motion was made by Smith and seconded by John to approve the Purchase of a Mounted Skid Unit for the Fire Department Pick-Up Truck from Banner Fire Equipment; cost not to exceed \$17,500.00.
AYE: Smith, John, Groppe, Kelly, White
ABSTAINED: Newberry
ABSENT: None

PUBLIC WORKS COMMITTEE:

- A motion was made by Newberry and seconded by Kelly to approve the Street Sweeper Repair from Key Equipment; cost not to exceed \$9,000.00.
AYE: Newberry, Groppe, Kelly, Smith, John, White
ABSTAINED: None
ABSENT: None

COMMUNITY DEVELOPMENT:

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NEW BUSINESS:

- Municipal Clerk's will host a meeting here June 20th. The Mayor, Police Chief and Melissa Erker are on the list to speak.

UNFINISHED BUSINESS:

- Trustee Kelly reminded everyone who is elected to complete the Economic Interest which is due next month.

With no additional business to be discussed, 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: Newberry, Groppe, Kelly, Smith, John, White

ABSENT: None

NAY: None

Time: 7:31 p.m.

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

AYE: Newberry, Groppe, Kelly, Smith, John, White

ABSENT: None

NAY: None

Time: 8:23 p.m.

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

AYE: Newberry, Groppe, Kelly, Smith, John, White

ABSENT: None

NAY: None

Time: 8:24 p.m.

Kristi Carter, Village Clerk

