

## **PROCEEDINGS OF THE ROXANA VILLAGE BOARD**

May 05, 2025

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

A motion was made by John and seconded by Smith to approve the minutes of the Village Board meeting on 04/21/25 with one correction. The vote was:

AYE: Newberry, Groppel, Smith, John, White

ABSTAINED: None

ABSENT: Kelly

NAY: None

Motion carried.

A motion was made by John and seconded by Newberry to approve the Executive minutes of the Village Board meeting on 04/21/25. The vote was:

AYE: Newberry, Groppel, Smith, John, White

ABSTAINED: None

ABSENT: Kelly

NAY: None

Motion carried.

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

AYE: Newberry, Groppel, Smith, John, White

ABSENT: Kelly

NAY: None

Motion carried.

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

AYE: Groppel, Smith, John, White

ABSTAINED: Newberry

ABSENT: Kelly

NAY: None

Motion Carried.

**GENERAL FUND**

BALANCE IN FUND 04/21/25	59,361.75
RECEIPTS	158,735.49
EXPENDITURES	84,409.29
BALANCE IN MONEY MARKET 05/05/25	133,687.95

**FIRE PROTECTION FUND**

BALANCE IN FUND 04/21/25	82,397.51
RECEIPTS	0.00
TRANSFER FROM SPECIAL REVENUE – Operating Expenses	15,000.00
EXPENDITURES	87,347.19
BALANCE IN FUND 05/05/25	10,050.32

**RECREATION FUND**

BALANCE IN FUND 04/21/25	66,875.73
RECEIPTS	10,867.13
TRANSFER FROM SPECIAL REVENUES	0.00
EXPENDITURES	4,187.80
BALANCE IN FUND 05/05/2025	73,555.06

**PUBLIC IMPROVEMENT FUND**

BALANCE IN FUND 04/21/25	3,241,057.72
RECEIPTS	47,016.02
EXPENDITURES	10.45
BALANCE IN FUND 05/05/25	3,288,063.29
INVESTED FUNDS – CERTIFICATES OF DEPOSIT	300,000.00
INTEREST	0.00
BALANCE IN PUBLIC IMPROVEMENT FUND 05/05/25	3,588,063.29

**REFUSE FUND**

BALANCE IN FUND 04/21/25	69,605.45
MISC	00.00
RECEIPTS	00.00
TRANSFER FROM SPECIAL REVENUES	00.00
EXPENDITURES	27,646.19
BALANCE IN FUND 05/05/2025	41,959.26

**WATER O & M**

BALANCE IN FUND 04/21/25	217,566.00
RECEIPTS	81,265.96
INTEREST	0.00
EXPENDITURES	51,294.14
BALANCE IN FUND 05/05/2025	247,537.82
INVESTED FUNDS – CERTIFICATES OF DEPOSIT	0.00
BALANCE IN WATER O & M 05/05/2025	247,537.82

**WATER PLANT CAPITAL EXPENDITURES**

BALANCE IN FUND 04/21/25	3,795.50
INTEREST	15.20
RECEIPTS	00.00
EXPENDITURES	00.00
BALANCE IN FUND 05/05/2025	3,810.70

**WATER METER DEPOSIT FUND**

BALANCE IN FUND 04/21/25	65,686.48
INTEREST	132.79
RECEIPTS –	320.00
MISC	0.00
EXPENDITURES	135.75
BALANCE IN FUND 05/05/2025	66,003.52

### **SOCIAL SECURITY FUND**

BALANCE IN FUND 04/21/25	21,619.68
INTEREST	75.51
PROPERTY TAX – SOCIAL SECURITY	0.00
MISCELLANEOUS	0.00
TRANSFER FROM SPECIAL REVENUE	0.00
EXPENDITURES	11,901.40
BALANCE IN FUND 05/05/2025	9,793.79

### **IMRF FUND**

BALANCE IN MONEY MARKET 04/21/25	153,673.18
RECEIPTS	0.00
INTEREST	335.66
TRANSFER FROM PAYROLL	0.00
EXPENDITURES	104.55
BALANCE IN FUND 05/05/2025	153,904.29

### **SPECIAL REVENUES FUND**

BALANCE IN FUND 04/21/25	4,500,473.90
AWIN MANAGEMENT HOST FEES	00.00
AMEREN UTILITY TAX	178,102.71
INTEREST	11,618.83
AMEREN FRANCHISE-Gas & Electric	00.00
MISC.	00.00
EXPENDITURES	31,329.57
BALANCE IN FUND 05/05/2025	4,658,865.87
BALANCE IN PRIME FUND	00.00
INVESTED FUNDS-CERTIFICATES OF DEPOSIT	8,500,000.04
Interest	00.00
BALANCE IN FUND 05/05/2025	13,158,865.91

### **WASTEWATER TREATMENT PLANT**

BALANCE IN FUND 04/21/25	14,206.65
RECEIPTS	2,821.72
TRANSFER FROM SPECIAL REVENUE	50,000.00
EXPENDITURES	20,850.06
BALANCE IN FUND 05/05/2025	46,178.31

**UNEMPLOYMENT INSURANCE FUND**

WORKER'S COMP & LIABILITY FUND 04/21/25	16,861.80
RECEIPTS	00.00
EXPENDITURES	47.03
BALANCE IN FUND 05/05/2025	16,814.77

**WORKMAN'S COMP. FUND**

BALANCE IN MONEY MARKET 04/21/25	47,908.60
RECEIPTS	95.56
MISC.	0.00
EXPENDITURES	0.00
BALANCE IN FUND 05/05/2025	48,004.16

**MOTOR FUEL TAX FUND**

BALANCE IN MONEY MARKET 04/21/25	331,303.29
RECEIPT'S	696.21
MISC:	0.00
Motor fuel tax	0.00
EXPENDITURES	0.00
BALANCE IN FUND 05/05/2025	331,999.60

## **GUESTS:**

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## **MAYOR COMMENTS:**

- Mayor Reynolds recognized outgoing Trustee Groppe and outgoing Trustee White for their service to the Village with a plaque from the Mayor and Board of Trustees.

**\*\* Mayor Reynolds administered Oath to Village Clerk Carter.**

**\*\*Village Clerk Carter administered Oath to Mayor Reynolds.**

**\*\*Village Clerk Carter administered Oath to Trustee Cunningham, Trustee Smith, and Trustee Ward.**

- We have made great progress cleaning up East 7<sup>th</sup> Street. Thank you to the Village Administrator, Roxana Police Department, the past Trustees and Village Attorney. We can't let things go this far again with properties. Mayor Reynolds apologized for allowing it to go on this long.
- Mayor Reynolds signed the IEAP permits for the water system/USDA project last week and it has been returned to the engineers for future action.
- Mayor Reynolds received a letter on May 2<sup>nd</sup> addressed to Mayor Reynolds, Village Trustee Jim Smith and Village Administrator Jason Woody; I am formally writing to announce my decision to retire from my position as Fire Chief for the Village of Roxana. As you know I made a commitment to postpone my retirement and remain with the Village for a 2-year period. This commitment will be filled on May 1<sup>st</sup>. It is my intention to work until August 7<sup>th</sup> which will be my last shift. Respectfully, Fire Chief, Bob Newberry.
- Trustee Cunningham asked Chief Doyle if the house at 126 East 7<sup>th</sup> Street was boarded up? Village Administrator Woody stated pest control was out this morning so they just serviced the house, so the house is not boarded up. Trustee Cunningham asked if that's the plan to board the house up and the house on East 6<sup>th</sup> Street. Village Administrator Woody stated yes, and we did order more signs to put on the front of the house. Trustee Smith asked about the demolition. Village Administrator Woody stated we are waiting on demo bids and has talked to two companies. We are waiting until the power and gas has been shut off at both houses. Mayor Reynolds stated the contractors will want some trees removed before proceeding also.

## **DEPARTMENT HEADS:**

### **Chief Doyle provided the following:**

- A letter was presented of Commendations for Officer Davis and Chief Doyle from the Wood River Police, Chief Brad Wells. Officer Davis and Chief Doyle assisted with locating a stolen vehicle and apprehending a homicide suspect from Greer, South Carolina.
- Statistics for the month of April:  
323 Calls of Service, 41 Arrest, 2 Misdemeanor Arrests, 2 Warrant Arrests, 1 Juvenile Arrest, 1 Ordinance Arrest, 5 Parking Citations, 30 Traffic Arrests, and 26 Ordinance Abatements sent out; twenty have complied at this time.
- The month of May our department along with the Illinois State Police, Madison County Sheriff's Department, and the Wood River Police Department will be enforcing heavy truck issues on Rt. 143, Wanda Road, and Old Alton-Edwardsville Road.

### **Deputy Chief Pence provided the following:**

- For the month of April, the Roxana Fire Department responded to 2 fire calls, 10 fire alarms, 21 EMS calls, and 16 other calls for a total of 49 calls for service for the month.
- The Office of the Illinois State Fire Marshalls Small Equipment Grant check of \$25,149.00 has arrived and is for the extrication in equipment. The Halmatro extrication equipment has arrived at the station as well.
- In April E-2515 had new front tires installed and E-2516 had new drag links for the steering replaced.

### **Water Superintendent Dustin McCann was absent and Assistant Superintendent Dwayne Deshotel provided the following:**

- Lead sampling compliance -schools and childcare facilities. Roxana Water must conduct annual sampling at 20% of elementary schools and 20% of licensed childcare facilities per year for the 5-year testing cycle. (Central Elementary is on Wood River Water, not Roxana).
- Source Water Protection Plan- Special Exception Permit. Our public water supply was issued a Special Exception Permit from the Illinois Environmental Protection Agency (IEPA) under 415 ILCS 5/39(a) and 35 Ill. Adm. Code 604.305. for source water monitoring.
- Consumer Confidence Report -2025 Preparation; Work is now underway on the 2025 Consumer Confidence Report (CCR), which must be completed and distributed to the public by July 1, 2025, as required by the Illinois EPA.
- North Clarifier back in Operation.
- Water Main Replacement Plans-Engineering Review – Brayden Bulman with Curry and Associates has submitted an updated set of water main replacement plans.

**Street Superintendent Ken Hoxsey provided the following:**

- Trash truck 53 was taken out of commission late last week. It's being diagnosed for brake issues. This may cause delays in the trash collection.
- Trustee Smith stated the Street Department has been mowing the lawn here at Village Hall and it looks great.

**Wastewater Superintendent Scott Schmidt provided the following:**

- On April 29<sup>th</sup>, the #2 Influent submersible pump at the Influent Lift Station on Wagon Wheel Road went into an alarm state. The variable frequency drive unit detected an overcurrent and overtemperature status. The #2 influent pump was removed from the wet well and inspected. A braided cable was entangled around the pump impeller, preventing the impeller from spinning as designed. The cable was removed, and the pump was tested. The pump was returned to the wet well and is operating as designed.
- Wastewater Department's Toro Zero Turn Mower was repaired by Franco Small Engine LLC. Mower blades were touching during operation. Replaced an idler pulley and spindle arm. The mower is in proper operating condition now.

**Village Administrator Jason Woody provided the following:**

- Reminder of Committee meeting next Monday night; May 12<sup>th</sup>.
- Annual Community Leader's Breakfast needs a head count on who wants to attend.
- Posted a flyer for the Fire Department hiring.
- We did receive the grant for the Community Clean up and will set a date soon.

**ADMINISTRATIVE COMMITTEE:**

- A motion was made by Smith and seconded by Newberry to Approve Resolution #9 Re-Appointing Kristi Carter Village Collector for The Village of Roxana, Illinois.  
AYE: Newberry, Cunningham, Smith, John, Ward  
ABSTAINED: None  
ABSENT: Kelly
- A motion was made by Smith and seconded by Cunningham to Approve Resolution #10 Re-Appointing Tarrah Thien Village Treasurer for the Village of Roxana, Illinois.  
AYE: Newberry, Cunningham, Smith, John, Ward  
ABSTAINED: None  
ABSENT: Kelly
- A motion was made by Smith and seconded by Newberry to Approve Resolution #11 Re-Appointing Sara Dixon Pruitt Deputy Treasurer and Deputy Clerk for the Village of Roxana, Illinois.  
AYE: Newberry, Cunningham, Smith, John, Ward  
ABSTAINED: None  
ABSENT: Kelly



**PUBLIC SAFETY COMMITTEE:**

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**PUBLIC WORKS COMMITTEE:**

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**COMMUNITY DEVELOPMENT:**

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**NEW BUSINESS:**

- Trustee Cunningham would like the Police Department to create an eligibility list for Officer's. The list expired December 2024. Mayor Reynolds stated yes to go ahead and proceed with advertising for the police eligibility list.

**UNFINISHED BUSINESS:**

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

AYE: Newberry, Cunningham, Smith, John, Ward

ABSENT: Kelly

NAY: None

Time 7:04 p.m.

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Kristi Carter Village Clerk