

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

November 17, 2025

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

A motion was made by John and seconded by Ward to approve the minutes of the Village Board meeting on 11/03/25. The vote was:

AYE: Cunningham, Smith, John, Ward

ABSTAINED: Newberry

ABSENT: None

NAY: None

Motion carried.

A motion was made by Smith and seconded by Cunningham to approve the Executive Session minutes of the Village Board meeting on 11/03/25. The vote was:

AYE: Cunningham, Smith, John, Ward

ABSTAINED: Newberry

ABSENT: None

NAY: None

Motion carried.

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

AYE: Newberry, Cunningham, Smith, John, Ward

ABSENT: None

NAY: None

Motion carried.

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

AYE: Newberry, Cunningham, Smith, John, Ward

ABSTAINED: None

ABSENT: None

NAY: None

Motion Carried.

**GENERAL FUND**

BALANCE IN FUND 11/03/25	337,941.59
RECEIPTS	2,426.50
EXPENDITURES	78,616.05
BALANCE IN MONEY MARKET 11/17/25	261,752.04

**FIRE PROTECTION FUND**

BALANCE IN FUND 11/03/25	237,164.57
RECEIPTS	120.23
TRANSFER FROM SPECIAL REVENUE – Operating Expenses	00.00
EXPENDITURES	16,574.71
BALANCE IN FUND 11/17/25	220,710.09

**RECREATION FUND**

BALANCE IN FUND 11/03/25	112,695.86
RECEIPTS -PROPERTY TAX	0.00
TRANSFER FROM SPECIAL REVENUES	0.00
EXPENDITURES	7,943.47
BALANCE IN FUND 11/17/2025	104,752.39

**PUBLIC IMPROVEMENT FUND**

BALANCE IN FUND 11/03/25	1,606,376.51
RECEIPTS	55,360.96
INTEREST	0.00
EXPENDITURES	323.93
BALANCE IN FUND 11/17/25	1,661,413.54
INVESTED FUNDS – CERTIFICATES OF DEPOSIT	2,225,000.00
BALANCE IN PUBLIC IMPROVEMENT FUND 11/17/25	3,886,413.54

**REFUSE FUND**

BALANCE IN FUND 11/03/25	145,736.70
MISC	208.88
RECEIPTS – PROPERTY TAX	0.00
TRANSFER FROM SPECIAL REVENUES	0.00
EXPENDITURES	12,136.66
BALANCE IN FUND 11/17/2025	133,808.92

**WATER O & M**

BALANCE IN FUND 11/03/25	179,397.27
RECEIPTS	12,575.76
INTEREST	0.00
EXPENDITURES	32,385.38
BALANCE IN FUND 11/17/2025	159,587.65
INVESTED FUNDS – CERTIFICATES OF DEPOSIT	0.00
BALANCE IN WATER O & M 11/17/2025	159,587.65

**WATER PLANT CAPITAL EXPENDITURES**

BALANCE IN FUND 11/03/25	3,856.15
INTEREST	00.00
RECEIPTS	00.00
EXPENDITURES	00.00
BALANCE IN FUND 11/17/2025	3,856.15

**WATER METER DEPOSIT FUND**

BALANCE IN FUND 11/03/25	67,093.11
INTEREST	0.00
RECEIPTS –	320.00
MISC	0.00
EXPENDITURES	190.00
BALANCE IN FUND 11/17/2025	67,223.11

**SOCIAL SECURITY FUND**

BALANCE IN FUND 11/03/25	81,705.34
INTEREST	0.00
PROPERTY TAX – SOCIAL SECURITY	0.00
MISCELLANEOUS	0.00
TRANSFER FROM SPECIAL REVENUE	0.00
EXPENDITURES	9,350.02
BALANCE IN FUND 11/17/2025	72,355.32

**IMRF FUND**

BALANCE IN MONEY MARKET 11/03/25	217,971.23
RECEIPTS (PROPERTY TAX-IMRF)	17,325.96
MISCELLANEOUS	0.00
INTEREST	0.00
TRANSFER FROM PAYROLL	0.00
EXPENDITURES	34,765.84
BALANCE IN FUND 11/17/2025	200,531.35

**SPECIAL REVENUES FUND**

BALANCE IN FUND 11/03/25	4,225,785.98
AWIN MANAGEMENT HOST FEES	00.00
AMEREN UTILITY TAX	00.00
INTEREST	00.00
AMEREN FRANCHISE-Gas & Electric	00.00
MISC.	00.00
EXPENDITURES	447,873.84
BALANCE IN FUND 11/17/2025	3,777,912.14
BALANCE IN PRIME FUND	00.00
INVESTED FUNDS-CERTIFICATES OF DEPOSIT	8,604,151.42
Interest	00.00
BALANCE IN FUND 11/17/2025	12,382,063.56

**WASTEWATER TREATMENT PLANT**

BALANCE IN FUND 11/03/25	32,716.37
RECEIPTS	5,874.83
TRANSFER FROM SPECIAL REVENUE	200,000.00
EXPENDITURES	23,720.53
BALANCE IN FUND 11/17/2025	214,870.67

**UNEMPLOYMENT INSURANCE FUND**

WORKER'S COMP & LIABILITY FUND 11/03/25	23,415.19
RECEIPTS	0.00
EXPENDITURES	90.19
BALANCE IN FUND 11/17/2025	23,325.00

**WORKMAN'S COMP. FUND**

BALANCE IN MONEY MARKET 11/03/25	80,449.81
INTEREST	0.00
RECEIPTS	0.00
MISC.	0.00
PROPERTY TAX -WORKMAN'S COMP.	0.00
EXPENDITURES	0.00
BALANCE IN FUND 11/17/2025	80,449.81

**MOTOR FUEL TAX FUND**

BALANCE IN MONEY MARKET 11/03/25	321,423.99
INTEREST	0.00
RECEIPT'S	0.00
MISC:	0.00
Motor fuel tax	5,530.62
EXPENDITURES	1,118.56
BALANCE IN FUND 11/17/2025	325,836.05

**GUESTS:**

- 

**MAYOR COMMENTS:**

- Old Alton Edwardsville Road at 7<sup>th</sup> Street project started this morning and should take about 2 weeks to complete.
- Hedge Road drainage improvements will start tomorrow (Tuesday, November 18, 2025)

**DEPARTMENT HEADS:****Police Chief Doyle was absent. Lt Thomas provided the following:**

- Utilitra discovered the existing light posts along Central Avenue do not have a constant power supply. These posts are controlled by a photocell sensor located at the Old Village Hall, which activates the lights only when it becomes dark.
- To ensure the LPR cameras receive continuous power, Utilitra proposed a solution to pull a new power wire to the light posts outside the Old Village Hall. Existing wire chases at the photocell sensor will allow this modification to be completed efficiently.
- Trustee Cunningham and Chief Doyle attended the Veterans Day Ceremony at the Wood River Walmart on Tuesday. The event honored U.S. Veterans who have served and those who continue to serve our Nation.
- Discussed the East Tydeman Speed sign.

**Fire Chief Pence provided the following:**

- Fire Fighter Klee started his CMT Class which will continue until the end of February.

**Water Superintendent Dustin McCann:**

- At a residence replaced a galvanized service line from outside meter into the house and removed the old interior water meter. Trustee Ward asked what the time frame was on this. Dustin McCann stated it took a day.
- Well #8 cleaning was started. During the process, a pump shaft coupling failed. The column pipe, shafts, and pump were pulled and taken to Brotcke Well & Pump's shop for inspection. Currently waiting for their report. Brotcke installed their own pump, and the cleaning was completed.
- A long-arm track hoe and a tandem dump truck were used to remove sludge from out backwash pit. This was an eight-hour process.
- Trustee Ward asked what steps they are doing to make sure accurate meter readings for the inside readings. Dustin McCann stated they are thinking of sending out another letter.
- Trustee Ward asked if the South Clarifier operational. Dustin McCann stated not yet and is hoping to have it cleaned in the next day or two.

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

- We will begin to dispose of any refuse containers that are in the alleys beginning December 1st. We have reached out to resident's multiple times telling everyone the Village container is the only one we will be using.
- Norma Miles stated she had her neighbor ask if a compost bag could be set out by the alley with leaves; Ken Hoxsey stated yes. Attorney Greaschel asked when we are citing them is that in the right of way? Ken Hoxsey stated we usually take a picture of where the trash is located; Attorney Greaschel stated perfect.

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

- Lime waste sludge in the amount of 840 tons was removed from the west residue basin located at the Roxana Wastewater Treatment plant and hauled to the Roxana Landfill. Sixty tandem dump truck loads over two days.
- Municipal Equipment serviced the Roxana Wastewater Treatment Plant effluent vertical turbine pumps. These pumps, aside from routine preventive maintenance, have not undergone an overall evaluation since they were installed in 2011. The results were good; the pumps and motors checked out fine. The effluent vertical pumps pump the treated water from the treatment plant to the Cahokia Diversion Canal.

**Village Administrator Jason Woody was absent:**

- 

**ADMINISTRATIVE COMMITTEE:**

- A motion was made by Smith and seconded by Ward to approve Christmas bonus of \$250.00 to each employee.  
AYE: Newberry, Cunningham, John, Ward  
ABSTAINED: None  
ABSENT: None  
NAY: None
- A motion was made by Smith and seconded by Ward to approve Ordinance #1179 Approving an Intergovernmental Between the Village of Roxana and the Southwestern Illinois Flood Protection District.  
AYE: Newberry, Cunningham, Smith, John, Ward  
ABSTAINED: None  
ABSENT: None  
NAY: None
- A motion was made by Smith and seconded by Ward to approve Letter of Intent to Develop a Solar Energy project from ARF Solar.  
AYE: Newberry, Cunningham, Smith, John, Ward  
ABSTAINED: None  
ABSENT: None  
NAY: None
- A motion was made by Smith and seconded by Ward to approve Appointment of Kim Warren and Jill Martin to the Planning Commission.

AYE: Newberry, Cunningham, Smith, John, Ward  
ABSTAINED: None  
ABSENT: None  
NAY: None

**PUBLIC SAFETY COMMITTEE:**

- A motion was made by Cunningham and seconded by Ward to approve Ordinance #1180 Declaring Surplus Personal Property and Authorizing Its Disposition.  
AYE: Newberry, Cunningham, Smith, John, Ward  
ABSTAINED: None  
ABSENT: None  
NAY: None
- A motion was made by Cunningham and seconded by Ward to approve a Change Order from Utilitra for Electrical Install for LPR; Cost not to exceed \$950.00.  
AYE: Newberry, Cunningham, Smith, John, Ward  
ABSTAINED: None  
ABSENT: None  
NAY: None
- A motion was made by Cunningham and seconded by Ward to approve the Purchase of Holmatro Tools from AEC; Cost not to exceed \$16,000.00.  
AYE: Newberry, Cunningham, Smith, John, Ward  
ABSTAINED: None  
ABSENT: None  
NAY: None

**PUBLIC WORKS COMMITTEE:**

- A motion was made by John and seconded by Ward to approve Ordinance #1181 Amending Water Rates and other Fees and Penalties for the Village of Roxana; Amending Prior Ordinance 835.  
AYE: Newberry, Cunningham, Smith, John, Ward  
ABSTAINED: None  
ABSENT: None  
NAY: None

**COMMUNITY DEVELOPMENT:**

- The Roxana High School is having a Christmas Party on December 13<sup>th</sup> at the School, and they are looking for donations. If anyone would like to donate, please contact the Main Office.

**NEW BUSINESS:**

- 

**UNFINISHED BUSINESS:**

- Filled out additional paperwork for the IEPA loan for lead water line replacement program.



- Ready to call for bids for the Burbank Park sewer project. We will open bids on 12-15-25. The Board would like to see a new fence and a new sidewalk put in along Central Avenue along the park property.

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

AYE: Newberry, Cunningham, Smith, John, Ward

ABSENT: None

NAY: None

Time 7:01 p.m.

---

Kristi Carter Village Clerk