

**Village of Rossville
Regular Board Meeting
July 19, 2021**

Mayor Queen called the meeting to order at 7:00 p.m. The meeting was held at the Rossville Municipal Building located at 120 East Attica Street in Rossville, Illinois.

Roll call was taken. A quorum was established with Mayor Queen and Trustees Black, Daniel, Cornell, Hackett and Sturm physically present. Trustee Gammon was present via electronic communication-phone. Guests present were Clerk White, Eric Thomas and Rosella Ray.

Minutes of the regular board meeting held June 21, 2021 were presented. Motion was made by Black, seconded by Hackett to dispense with the reading of the minutes and approve them as presented. Vote: Cornell, yes; Sturm, yes; Daniel, yes; Black, yes; Hackett, yes; Gammon, yes.

Treasurer Ault's written report for June 2021 was presented. Motion was made by Black, seconded by Gammon to accept the June 2021 report as presented. Vote: Sturm, yes; Daniel, yes; Black, yes; Gammon, yes; Hackett, yes; Cornell, yes.

Current bills – Current bills were reviewed earlier in the Finance & Purchasing Committee meeting. Motion was made by Black, seconded by Daniel to approve the bills, including the invoice from Hodges, Loizzi, Eisenhammer, Rodick & Kohn for \$567.63, and pay as presented. Vote: Daniel, yes; Black, yes; Gammon, yes; Hackett, yes; Cornell, yes; Sturm, yes.

Superintendent Lusk's report – Trustee Hackett noted a stump grinder had been rented to cut stumps. Mayor Queen stated the equipment did not work well. Clerk White asked what remained to do on the East Attica Water Main Project. Mayor Queen stated the maintenance department will tie in the main.

Sewer Operator Price's report – Trustee Gammon asked if the cost of the exhaust fan had been determined? Matt Price will be asked the cost of the fan and will be reported to board members after an answer is given.

Police Chief Kelnhofer's report – Trustees asked for clarification on "4a71" as the Durango since it has been sold. The answer was yes. New trustees asked which qualifications were being discussed on Chief Kelnhofer's report. Trustee Black stated it is firearm qualifications.

Accounts Receivable -Collector White reported the utility accounts receivable total as \$15,731.08. There were 4 miscellaneous invoices totaling \$951.25 to make the total accounts receivable \$16,682.33. There were no utility accounts disconnected last month.

Donation request from Morningstar Church- MorningStar Church requested a donation for their annual event "Back to School Bash" to be held August 14, 2021 from 4-7 p.m. In the past, the Village Board has donated \$100 to the event. Motion was made by Sturm, seconded by Cornell to donate \$100 to the MorningStar "Back to School Bash". Vote: Black, no; Gammon, abstain; Hackett, yes; Cornell, yes; Sturm, yes; Daniel, yes.

Trustee Black requested skipping discussion on 214 E. Attica property this evening.

315 Benton - Mayor Queen stated he spoke with Village Attorney Andrew Mudd regarding the redevelopment agreement to be signed by the new owner and requiring financial statements to the Village. A copy of the redevelopment agreement for the \$1 lots was sent to the attorney. Mayor Queen reported that Mr. Mudd will add onto the redevelopment agreement to include partial financials. The property deed will be signed over to the new owner at the closing. Mayor Queen stated the redevelopment language regarding returning the property to the Village if the project is not completed within 1 year is not legally binding.

Clerk White opened the 3 bids for the sale of the property. The bids were as follows:

JAMB Construction	\$1,550
Brandon Cornell, Cornell Construction	\$2,015
Reffett Construction	\$1,000

Motion was made by Sturm, seconded by Daniel to accept the bid from Brandon Cornell for \$2,015 for the property at 315 Benton Street. Vote: Black, yes; Gammon, yes; Hackett, yes; Cornell, abstain; Sturm, yes; Daniel, yes.

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Ordinance Authorizing the Sale of Municipally Owned Real Estate-315 Benton-An ordinance was presented to authorize the sale of Municipally Owned real estate located at 315 Benton Street, authorize Mayor Queen to sign all required documents regarding the sale and the Village Clerk to attest a contract for the sale of the property and upon payment of the price for the sale, a deed will be conveyed to the new owner, Brandon Cornell. Motion was made by Trustee Sturm, seconded by Black to adopt the ordinance for the sale of 315 Benton to Brandon Cornell and authorize Mayor Queen to sign all required documents and Clerk White to attest the sale. Vote: Gammon, yes; Hackett, yes; Cornell, yes; Sturm, yes; Daniel, yes; Black, yes. Ordinance 2021-13 passed.

106 E. Attica – Mayor Queen has not heard anything from the structural engineer that was to provide an engineer’s report on repairs needed to the east wall of 104 E. Attica and west wall of 110 E. Attica. Trustee Sturm received water damage inside his building after the building at 106 E. Attica was demolished as a Dangerous Building by the Village. Trustee Sturm stated the Health Department gave him a limited number of days to repair the issue. Trustee Sturm suggested having a special board meeting after the engineer’s report is received to see what to do next. Trustee Sturm also suggested getting some contractors to look at the project ahead of time so everything could be voted on at the same time.

Tree Stump Removal & Possibly Purchase a Stump Grinder- Mayor Queen reported Superintendent Lusk stated the Village has approximately 70 stumps currently with more projected in the next few years. Superintendent Lusk has located 2 stump grinders that may be purchased. One stump grinder is in Peoria for \$33,700, which is a 2014 model with 818 hours, has a new motor, can be rented for 1 month (\$5,000) and if satisfied with equipment, the Village can purchase the stump grinder for the purchase price minus the \$5,000 rent for 1 month. The other stump grinder is \$33,000. Trustee Sturm suggested hiring a company to remove stumps. Board members suggested purchasing a stump grinder would be too expensive especially since the Village would have to maintain the equipment. Trustee Gammon suggested asking Superintendent Lusk to get estimates from companies to grind the stumps all at once for the Village. Mayor Queen will speak to Superintendent Lusk about getting the requested estimates. Eric Thomas suggested advertising for bids for the stump grinding.

Pigeons- Eric Thomas wrote a letter to the Mayor and Board of Trustees. Mr. Thomas, speaking on behalf of executive leadership of Hub City Media, referenced a significant problem with pigeon droppings on the Hub City Media building, employees’ vehicles, windows, etc. Mr. Thomas requested a concrete plan to correct the pigeon droppings as it has become a health and safety issue for his employees and potential recruits for employment. Mr. Thomas has seen pigeons coming out of the cracked façade of the building directly across the street. Chief Kelnhofner mailed a letter to the owner of the building in question, for the repairs of the building to be corrected in 5 days. If the repairs are not made, Mayor Queen will proceed to “Plan B”. Mayor Queen will contact the Village attorney to see if the Village can make repairs to the building to correct the problem or not. Mayor Queen will contact Mr. Thomas with an update on the situation after speaking with the attorney.

Mr. Thomas asked for an update on the parking lot situation since he is running out of space for employees to park. Mayor Queen will discuss the topic later in the meeting.

Authorize beginning a checking account at Iroquois Federal in Hoopston for the Park Street Pump Station Construction Project with a \$200 deposit- Mayor Queen stated the Village needs to open a checking account, for the lift station project, so checks can be written to reimburse the universal checking account at the Bank of Rossville for expenses. Vendors will be paid, upon approval of USDA Rural Development, from the Bank of Rossville universal checking account. Iroquois Federal has been contacted regarding a construction loan for the project, which will be reimbursed with USDA Rural Development Loan proceeds after the construction is complete. Loan proceeds can be transferred to the Iroquois Federal checking account so checks can be written for reimbursement of checks issued on the Bank of Rossville. Motion was made by Black, seconded by Hackett to approve opening a checking account for the lift station construction at Iroquois Federal with a check in the amount of \$200. Vote: Hackett, yes; Cornell, yes; Sturm, yes; Daniel, yes; Black, yes; Gammon, yes.

Finance & Purchasing Committee- Trustee Hackett had nothing further to report.

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Streets & Alleys Committee- Trustee Cornell passed out copies of the rules for the maintenance lot that were on the sign that was tore down. The rules were on ¾" plywood. Trustee Cornell would like to get estimates to replace the sign. Mayor Queen left a note on Superintendent Lusk's desk regarding the sign after the previous meeting but has not received an update to date.

Trustee Cornell also gave board members a copy of the sidewalk ordinance, which lists the requirements for sidewalk installation in the Village. It also states the procedures for residents who desire to install their own sidewalk, at their expense, to get a reimbursement for concrete expenses.

Trustee Black asked about the fish supply since the flood in the pond area. Trustee Cornell stated people are still catching several fish. Trustee Cornell stated the vendor came to put chemical in the pond and said all was good.

Water & Sewer Committee – Trustee Daniel had nothing to report at this time.

Gas Committee- Trustee Sturm had nothing to report at this time.

Public Improvements Committee – Trustee Gammon asked Trustee Sturm to meet with her regarding the parking lot when she returns home. Mayor Queen asked to schedule a special board meeting to be held next Monday, July 26, 2021, at 7 p.m. to discuss the parking lot plus other subjects. Trustee Sturm will contact some contractors to get estimates for the project before the special board meeting. The opening bids for the MFT tar and chip project will be placed on the special board meeting agenda also.

Police, Health & Safety Committee- Trustee Black reported the committee has been working on updating job descriptions, performance reviews, etc. Trustee Black will prepare the updates for review one more time. Trustee Black gave board members a copy of the current sections of the police policies and procedures in Section 24 (Personnel Development) and also the proposed revisions. The proposed revisions are: 1) remove current Section 24.3- It is the responsibility of the Chief of Police to develop and maintain a tiered compensation plan (Pay Bands) for full-time Officers based on job performance and time in service. The plan should be reviewed annually prior to the upcoming budget cycle. The tiered compensation plan will be reviewed and approved by the Chief of Police, the Police, Health and Safety Committee and the Mayor. Also change wording of the current Section 24.4 (which will change to Section 24.3) to: It is the responsibility of the Chief of Police to develop, maintain and provide a Performance Review for all Officers on an annual basis, prior to the end of the annual budget cycle. The Performance Review must be provided to the Police, Health and Safety Committee prior to annual increases and act as a data point in annual increase decisions. The Committee will recommend increases to the full Board of Trustees. Motion was made by Daniel, seconded by Hackett to remove the current Section 24.3 of the Police Policies and Procedures Manual and replace Section 24.3 with the amended 24.4 language as stated above. Vote: Cornell, yes; Sturm, yes; Daniel, yes; Black, yes; Gammon, yes; Hackett, yes.

The Step Program as proposed will be used as a guideline for the Committee.

Trustee Black stated the Police Committee has been working on the Performance Reviews and recommended each committee chairperson work to prepare a Performance Review form for their individual departments.

Trustee Sturm asked if Mayor Queen had followed up on the engineer's report for the "Hoarders" building on South Chicago. Mayor Queen had not.

Eric Thomas expressed his disappointment with the progress on the parking lot situation. He is attempting to hire more staff and is running out of parking room for his employees. Trustee Black stated parking along Route 1 in the winter when it has snowed is hard. Trustee Hackett asked if the Village employees could move the snow from along Route 1 to another area. Trustee Sturm stated the State does not like anyone else maintaining their road areas. If something gets damaged, the State would be required to repair the issue. Mayor Queen is moving the topic to the special meeting to be held on Monday. In the meantime, some of the employees have been parking behind the village office.

Rosella Ray asked the results of the survey the Village did on its properties located at 107-113 E. Attica that had flags on her property. Ms. Ray believed that survey showed her property for 113 S. Chicago went all the way to the alley. Clerk White explained the Village survey stopped at the edge of the Village property that adjoined Lot 10 off S. Chicago. The Village survey did not include the former "Cut Up Shop" property.

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Mrs. Ray also asked if the Beautification Committee, committee that met to discuss recommendations for plans for the Municipally-owned lots downtown. Mayor Queen stated Bobbette Gammon is the chairperson of the committee. Mrs. Gammon can contact Mrs. Ray regarding scheduled committee meetings.

Motion was made by Sturm, seconded by Black to adjourn the meeting. Vote: Sturm, yes; Daniel, yes; Cornell, yes; Black, yes; Gammon, yes; Hackett, yes. The meeting adjourned at approximately 8:18 p.m.

Respectfully submitted,
Chris White
Village Clerk

Board approved 8/16/2021