

Village of Rossville
Regular Board Meeting
May 16, 2022

Mayor Queen called the meeting to order at 6:00 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 Gammon, Cornell, Hackett and Black physically present.

Trustees Sturm and Daniel arrived at 6:20 p.m.

The Pledge of Allegiance was recited.

Guests present was Clerk White, Matt Johnson, engineer and Steve Brown

Minutes of the regular board meeting held April 18, 2022, special board meeting held April 29, 2022 and Budget Hearing held April 29, 2022 were presented. In reviewing the minutes, Trustee Black asked the status of the north/south alley running by 307 Gilbert that was reportedly to have potholes needing filled. Mayor Queen stated Superintendent Lusk was working at the east/west alley behind 306 Gilbert repairing a gas main leak. The welder will arrive tomorrow. Then hopefully the hole in the alley can be filled. Trustee Black stated a Streets & Alleys Committee meeting needs to be scheduled soon to address whether the Village is required to maintain the alleys and filling potholes.

Trustee Black also asked if Robert Foster has provided the Village with a certificate of insurance prior to mowing. Clerk White reported a certificate of insurance covering Mr. Foster was faxed to the village office effective the 1st of May, 2022.

Motion was made by Black, seconded by Hackett to dispense with the reading of the minutes and approve them with an omnibus vote. Vote: Cornell, yes; Hackett, yes; Gammon, yes; Black, yes.

Treasurer Ault's written report for April 2022 was presented. Clerk White reported an issue with interest not being applied on the General Fund CD, which has been corrected. An amended April 2022 report will be presented next month. Motion was made by Black, seconded by Cornell to accept the Treasurer's report for April 2022. Vote: Hackett, yes; Gammon, yes; Black, yes; Cornell, yes.

Current bills – Current bills were reviewed earlier in the Finance & Purchasing Committee meeting. Motion was made by Black, seconded by Gammon to approve and pay the bills as presented. Vote: Gammon, yes; Black, yes; Cornell, yes; Hackett, yes.

Superintendent Lusk's report – Trustee Hackett asked if the maintenance employees patch potholes when they see them. Mayor Queen explained the employees use a patcher to place oil and rock in the holes to repair the holes. Trustee Black noticed nothing on the report mentioning gravel being put down on North Summit Street. Mayor Queen will request an update.

Trustee Black asked for an update on the list of signs to purchase and install. Mayor Queen reported some of the signs have been installed but not all.

Trustee Black asked if a timeline has been established to finish the parking lot at 122 E. Attica at least to be rolled. Over the winter, the lot was packed well with vehicles driving over the lot. Mayor Queen reported Superintendent Lusk has ordered some piping for drainage, which has to be installed prior to finishing the surfacing of the lot.

Trustee Black asked if Superintendent Lusk has replaced the street light bulbs along Chicago Street to LED bulbs. ARPA funds (\$7,000) were allotted for the cost of the LED bulb replacements. Nobody had an update on the matter. Trustee Cornell asked if the bush, at the corner of the east/west alley behind the village office and Harrison Street is going to be cut down. Mayor Queen said the Board has not discussed the removal of the bush.

Sewer Operator Price's report – There were no comments on Matt Price's sewer operator's report.

Police Chief Kelnhofers report – Trustee Hackett asked if the seized vehicle is going to be used after repairs are made. Trustee Black stated the report should have stated, after repairs are made the seized vehicle will be sold but the Village has to wait 1 year before selling the vehicle. Trustee Gammon asked if the seized vehicle had been moved here. Trustee Black stated the Hummer must be returned/removed prior to storing the seized vehicle due to lack of room.

Village of Rossville
Regular Board Meeting
May 16, 2022

Trustee Gammon spoke with Officer Greene, who stated after the new Durango has the lettering on it, the vehicle will be ready to go. Trustee Black reported we are still waiting on a new computer for the new Durango prior to putting the vehicle into service.

Trustee Black messaged Chief Kelnhofer on procedures to get rid of the Hummer today.

Trustee Black reported the Village has a candidate, who is qualified and certified to be the 4th full-time police officer. The 4th officer has been budgeted for and Trustee Black noticed we have not moved forward with an interview. Trustee Black asked the status of hiring a full-time officer. Mayor Queen stated the salary of a 4th officer was budgeted but not the benefits such as health insurance, personal days or vacation days. Trustee Gammon asked if the Village has a contract with the school to have a School Resource Officer (SRO), if so, why not let them hire a retired officer to be their SRO and bring Officer Wimmer back to patrol for the Village. Clerk White reminded board members that a notice to terminate the contract must be given by a certain date or the contract remains in force for the following year. Trustee Gammon volunteered to talk to School Board members about researching other options for their SRO. Trustee Black requested a copy of the contract with the School regarding the SRO. The matter will be tabled until next month.

Accounts Receivable - Collector White reported the January utility accounts receivable total as \$61,967.69. There were miscellaneous invoices totaling \$1,372.78, making the total accounts receivable as \$63,340.47. No shut-offs.

4th of July Parade Resolution – A resolution, to close Route 1 temporarily, between Green Street and Stufflebeam Drive, for the 4th of July Parade on July 4, 2022 from 11-11:30 a.m., was presented. Mayor Queen stated the American Legion is no longer sponsoring the parade. The RCO (Rossville Community Organization) is sponsoring the parade. Motion was made by Black, seconded by Hackett to approve the resolution authorizing the closure of Route 1 temporarily between Green Street and Stufflebeam Drive on July 4, 2022 between 11-11:30 a.m. Vote: Black, yes; Daniel, yes; Sturm, yes; Cornell, yes; Hackett, yes; Gammon, yes. Resolution 2022-03 passed.

Fireworks Donation Request- Mayor Queen stated the Sons of American Legion are sponsoring the fireworks display on July 4th. The Village budgeted \$5,000 for a donation for fireworks to help offset the cost. Motion was made by Gammon, seconded by Hackett to authorize a \$5,000 check to be issued to the Sons of American Legion for a donation to the cost of fireworks. Vote: Daniel, yes; Sturm, yes; Cornell, yes; Hackett, yes; Gammon, yes. Black, yes.

Sparklight Internet Savings- The Village currently has an internet speed of 150x15. Sparklight is offering to upgrade the speed to 500x50 for one month, for a difference of \$85, which will get the Village on the new rates for all of the speeds. The new rate for our current speed of 150x15 will save the Village \$51 after the first month, for a 3 year term. Motion was made by Black, seconded by Gammon to authorize Mayor Queen to sign a Sparklight internet plan to upgrade to a speed of 500x50 for one month for \$85 difference then go back to the current speed of 150x50 for a savings of \$51 per month for a term of 3 years. Vote: Cornell, yes; Sturm, yes; Daniel, yes; Black, yes; Gammon, yes; Hackett, yes.

LOCIS Direct Debit Module - Clerk White explained the proposed new LOCIS Direct Debit Module for utility bill payments. The new module would allow the Village of Rossville the ability to automatically debit a customer's bank account for utility bill payment collection. The customer would complete and sign an authorization form allowing the Village to deduct their utility bill payment from their bank account, whether it is a checking or savings account. The cost of the module is \$1,000. A membership fee of \$15 per month will be billed to the Village for the module use. Motion was made by Black, seconded by Daniel to add the direct debit service and pay LOCIS \$1,000 for the module and \$15 per month membership fees. Vote: Sturm, yes; Cornell, yes; Hackett, yes; Gammon, yes; Black, yes; Daniel, yes.

Car and Bike Show – GeeManetti's, the Pour House Bar & Grill and Slevin's Cycle Shop are sponsoring Rossville's 2nd Annual Downtown Car and Bike Show on June 11, 2022, starting at noon. Trustee Sturm would like to request permission to close East Attica Street from the stoplight (Chicago St/Route 1) east to at least Church Street, if needed for the car and bike show and permission to possibly use the Village-owned lot, located at 121 E. Attica for a band. Trustee Sturm is searching for a source for electricity. There will be a food court, 50/50 raffle and music. Admission is FREE! Motion was made by Sturm, seconded by Black to close E. Attica, from Chicago Street to Church Street, for

Village of Rossville
Regular Board Meeting
May 16, 2022

the car show and grant permission for use of the Village-owned lot at 121 E. Attica for a band. Vote: Cornell, yes; Hackett, yes; Gammon, yes; Black, yes; Daniel, yes; Sturm, yes.

103 S. Chicago update- Mayor Queen reported Colleen Caldwell spoke to Justin Taylor regarding possibly purchasing 103 S. Chicago but Mr. Taylor refused the offer. Mr. Taylor has spoken with realtors to sell the building and has received an offer for the property. Mayor Queen spoke to the Village attorney, Andy Mudd, regarding this property. Mr. Mudd informed Mayor Queen part of the back taxes have been sold for the property so the building could not be sold. Mr. Mudd recommended the Village Board discuss what to do regarding the property. Chief Kelnhofer sent Mr. Taylor a 5-day notice to fix the windows. If the windows are not fixed in the allotted time, the Village will hang the condemned sign on the building and begin dangerous building procedures.

Update on 508 E. Attica- Mayor Queen reported the owner had the property mowed, cleaned some garbage but more junk in back yard. The property still has 2 open windows that need closed also. Chief Kelnhofer sent another letter warning the owner to come back and do more. A “condemned sign” has been placed on the house already. Motion was made by Black, seconded by Daniel to proceed with condemning the property at 103 S. Chicago as of May 19, 2022. Vote: Cornell, yes; Hackett, yes; Gammon, yes; Black, yes; Daniel, yes.

Committee Changes- Mayor Queen removed Trustee Daniel from the Water & Sewer Committee and added her to the Public Improvements Committee, removed Trustee Gammon from the Public Improvements Committee and added her to the Water & Sewer Committee and Police, Health & Safety Committee, removed Trustee Cornell from the Police, Health and Safety Committee and added him to the Gas Committee and removed Trustee Hackett from the Gas Committee and added him to Water & Sewer Committee. There were no comments or questions concerning the re-appointments of the committees.

Cooperation Agreement between the Village of Rossville and Housing Authority for the City of Danville, d/b/a Vermilion Housing Authority – Village attorney, Andy Mudd, prepared an updated Cooperation Agreement between the Village of Rossville and the Housing Authority for the City of Danville, d/b/a Vermilion Housing Authority. The prior form contained outdated and incorrect language. The Housing Agreement is a replacement of the original Executed Agreement signed with the Vermilion County Housing Authority. This updated agreement is intended to govern the 20 units in this Project. Motion was made by Gammon, seconded by Daniel to approve the cooperation agreement between the Village of Rossville and the Housing Authority for the City of Danville, d/b/a Vermilion Housing Authority for 20 units and authorize Mayor Queen to sign on behalf of the Village of Rossville. Vote: Hackett, yes; Gammon, yes; Black, yes; Daniel, yes; Sturm, yes; Cornell, yes.

Finance & Purchasing Committee- Clerk White stated in discussions, on salaries/hourly wages for employees, the spreadsheet given to trustees had an error on current hourly wage for Kathy Rife. The spreadsheet showed Kathy Rife earning \$13 per hour but should have stated \$14 per hour. The motion, at the special board meeting, was to increase Kathy Rife’s hourly wage \$2 per hour making her wage \$15 per hour. Since the wage earned was incorrect, Clerk White asked for clarification on the amount to amend the salary ordinance to. Trustee Black stated his motion intended to increase Kathy Rife to \$15 per hour. Motion was made by Black, seconded by Hackett to amend the salary ordinance to list Kathy Rife’s hourly wage to \$15 per hour. Vote: Gammon, yes Black, yes; Daniel, yes; Sturm, yes; Cornell, yes.

Printer/Copiers – Board members were given prices for leasing/purchasing for a printer for the police department, printer for the office and copier for the board room. Mayor Queen did not see a quote to purchase a printer for the police department, only a lease quote was found. Board members tabled the matter until the next regular meeting.

Streets & Alleys Committee- Trustee Cornell reported a letter was received from Terry Prillaman, owner of 202 Thompson, requesting to have a dead tree in the park way cut down and be given a priority status due to the danger it creates. Mr. Prillaman stated the tree is completely dead with no bark remaining on the tree and dead limbs are brittle, break off and fall to the ground making it a hazard to his renter. The Village insurance carrier was carbon copied on the letter. Trustee Gammon suggested determining if the tree is on Village property or on Mr. Prillaman’s property prior to cutting the tree. Trustee Black suggested contacting Village attorney, Andy Mudd, to see if the Village could

Village of Rossville
Regular Board Meeting
May 16, 2022

send a letter to the homeowner requesting a copy of his survey to determine the tree is on Village property. Mayor Queen agreed. The matter will be reviewed.

Police, Health & Safety Committee- Trustee Black recommended to table the 3 ordinances regarding vacant buildings, B-1 Zone Construction and renovation and the amendment to variance procedures.

Water & Sewer Committee – Trustee Gammon reported Mayor Queen, Trustee Gammon and Superintendent Lusk met with Matt Johnson, Fehr Graham engineer, regarding Phase 3 of the sewer system projects. Several items are included in Phase 3 so Matt Johnson explained only the repairs to the sewer plant building were discussed. Mr. Johnson explained there were 3 phases for the sewer system-Phase 1 is the pump station, Phase 2 is the pip line from lift station to sewer plant and Phase 3 is the sewer plant building. Phase 1 is in progress. Other phases were not start due to lack of funding. Board members informed Mr. Johnson that Phase 3 will be paid with TIF funds. Mr. Johnson prepared an engineering proposal for the sewer plant building, which costs \$12,000. The proposal includes preparing the plan for repairs to the building, specs for the project and help get bids. The plans detail the replacement of the doors, windows and sidewalk as necessary. The existing exhaust and window unit will remain. The existing lights will be removed and the electrical wires will be capped.

Trustee Black noted the proposal, from Fehr-Graham, did not state where the bid ad will be posted or a schedule for billing and terms of payment. The other engineering proposal stated where the advertisement for bids will be placed and billing information.

Mr. Johnson stated the bid advertisement will be posted on their website, which is a national website. Invoices will be sent monthly commensurate with the amount of work completed. Invoices must be paid within 30 days or service charges will be added. Mr. Johnson has a copy of the existing drawings of the sewer plant building.

Motion was made by Sturm, seconded by Black to accept the engineering proposal from Fehr Graham for \$12,000 for the sewer plant building repairs. Vote: Daniel, yes; Sturm, yes; Cornell, yes; Hackett, yes; Gammon, yes; Black, yes. Components are being built. Mr. Johnson estimates beginning on assembling the lift station in June, 2022.

Mr. Johnson will make the amendment to the agreement by adding the bid advertisement will be placed on Fehr Graham's website and advertised in one newspaper and email the amended agreement to Clerk White for signature.

Resident Steve Brown has spoken to Superintendent Lusk and office staff regarding getting the potholes fixed in the alley beside his property at 207 Maple Street. Also, Mr. Brown reported a manhole cover by the road that is coming off. Mayor Queen stated the Streets & Alleys Committee will meet to discuss the alley repairs. Mayor Queen suggested having a committee meeting next Monday, May 23 at 6 p.m. Trustee Cornell agreed.

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

Public Improvements Committee – Trustee Daniel reported the Beautification Committee met to discuss projects to do on the Village-owned lots at 107-113 East Attica. The Committee voted on the top 4 ideas. The Committee hoped the Village Board would vote on the idea they like best so an estimate of cost for the project could be researched. Mayor Queen asked if the Beautification Committee has presented their recommendations to the Public Improvements Committee. No, the Public Improvements Committee has not been notified of the ideas. Most of the committee want a stage. TIF funds may be used for this project but an estimate of cost is required. The idea of painting of a wall of a downtown building was suggested to be removed from consideration. Trustee Black suggested the Beautification Committee meet and discuss the ideas for the downtown Village-owned lot, agree to 1 single project, prepare a budget for the plans and long-term maintenance of the project and present the idea to the Public Improvements Committee. The Beautification Committee will meet on June 6th at 5 p.m. at the village office to select 1 project to recommend to the Village Public Improvement Committee. The Public Improvements Committee will meet on June 6th at 6 p.m. at the village office to decide which project to present to the Board of Trustees and decide on a budget.

Trustee Hackett asked Board members if they prefer meeting earlier than 7 p.m. on Board meeting nights. Two trustees said they prefer not to change the meeting time. End of discussion. Board meetings will remain at 7 p.m. on the third Monday of every month.

New Business- Trustee Gammon suggested placing flags on all North Chicago and South Chicago antique streetlight poles. Some poles are missing brackets. Mayor Queen suggested getting an estimate of cost for the flags and brackets.

Village of Rossville
Regular Board Meeting
May 16, 2022

Trustee Gammon will get estimates for the cost for flags and brackets for presentation at the June regular Board meeting.

Trustee Gammon stated an officer told her that Car 72 needs freon. Trustee Black stated the officer left a note for Chief Kelnhofer but the matter is not a topic the Board needs to vote on. Trustee Black stated Chief Kelnhofer is aware of the need for freon and an appointment has been made.

Trustee Sturm asked for a status update on sealing the walls of 104 & 110 E. Attica. Mayor Queen stated the sealant was ordered and waiting on maintenance department to apply the sealant.

Motion was made by Sturm, seconded by Hackett to adjourn the meeting. Vote: Hackett, yes; Cornell, yes; Sturm, yes; Daniel, yes; Black, no; Gammon, yes. The meeting adjourned at approximately 7:41 p.m.

Respectfully submitted,

Chris White
Village Clerk

Board approved 6-21-22