

**Village of Rossville  
Regular Board Meeting  
June 16, 2025**

Mayor Black 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.

The Pledge of Allegiance was recited.

Roll call was taken. A quorum was established with Mayor Black and Trustees Jones, Wallace, Mikel, Ward and Gammon physically present. Trustee Ault arrived at 8:12 p.m.  
Trustees absent – None

Guests present were Clerk White, Ken Gammon and Richard Queen.

Minutes of the regular board meeting held May 19, 2025 and special board meeting held on May 30, 2025, were presented. Nobody has had a response from Larry Moss regarding the celebration for Vermilion County. Trustee Gammon suggested adding the Village 4<sup>th</sup> of July celebration for them to advertise. Motion was made by Gammon, seconded by Mikel to dispense with the reading minutes of the regular board meeting held on May 19, 2025 and Special Board meeting held on May 30, 2025 and approve the minutes as presented with an omnibus vote. Vote: Jones, yes; Mikel, yes; Ward, yes; Gammon, yes; Wallace, yes.

Treasurer Ault's report for May 2025, was presented. The May Treasurer's report was reviewed in the Finance & Purchasing Committee meeting held earlier. Trustee Gammon stated the Gas Money Market account at Iroquois Federal needs the interest rate changed to 1.40% instead of 0.60%. Motion was made by Jones, seconded by Gammon to accept the Treasurer's report for May 2025 after amending the Iroquois Federal Money Market account interest rate to 1.40%. Vote: Mikel, yes; Ward, yes; Gammon, yes; Wallace, yes; Jones, yes.

Current bills – Current bills were reviewed in the Finance & Purchasing Committee meeting earlier. Motion was made by Jones, seconded by Wallace to approve the bills as presented. Vote: Ward, yes; Gammon, yes; Wallace, yes; Jones, yes; Mikel, yes.

Superintendent Lusk's report –The road work is supposed to begin in August or September. The Director of the Superintendent Randy Lusk wrote on his report that he was able to get a broom from Midwest Asphalt to use to see if it will work for the Village. Trustee Gammon explained the broom will sweep the excess rock, from the tar/chip project, back onto the road.

Trustee Gammon asked if Marie Leland had picked up her check for the proceeds from selling 217 Perry. Clerk White stated Ms. Leland has not picked up her check. Trustee Gammon suggested mailing the check to her by certified mail and having her sign that she received it.

Trustee Ward noted an address error for the Community Garden on Mr. Lusk's report. The correct address should be 308 Dale instead of 306 Dale.

Sewer Operator's report – There were no comments on the Sewer Operator's report.

Police report –Chief Greene's reports were not linked to the regular board meeting, just for the Police, Health & Safety Committee meeting that was held earlier this evening. Clerk White will link the reports in both areas in the future. Discussion regarding purchasing (2) R-7 handheld radios and (2) handheld radar units was tabled until next month.

Accounts Receivable –Collector White reported the accounts receivable balance as \$43,692.51 for utilities plus \$724.00 in miscellaneous invoices, totaling \$44,416.51. There were no shut offs for the month.

Street Dance Donation – Money is budgeted annually for the Street Dance Donation. Motion was made by Jones, seconded by Gammon to donate \$500 to the Street Dance. Vote: Gammon, yes; Wallace, yes; Jones, yes; Mikel, yes; Ward, yes.

Donation request for the "Back to School Bash" – Morningstar Church requested a donation for the annual "Back to School Bash" on Saturday, August 16<sup>th</sup> from 4-7 p.m. Motion was made by Wallace, seconded by Mikel to donate \$100 to the "Back to School Bash". Vote: Wallace, yes; Jones, yes; Mikel, yes; Ward, yes; Gammon, yes.

**Village of Rossville  
Regular Board Meeting  
June 16, 2025**

Everyone was reminded that the Rossville Community Ambulance Service needs EMTs. Anyone interested should talk to Joanne Mahorney. Rossville residents received postcards stating EMTs are needed.

Designate authorized users for VISA, Menards, Lowes Credit Cards – A list of authorized users was requested for the Village VISA card, Menard's account and Lowe's account. Mayor Black suggested authorized users for the Village VISA card be the Mayor, Clerk, Randy Lusk, Clayton Snyder and Chief Greene. Mayor Black suggested authorized signers for the Menard's and Lowe's account be the Mayor, Randy Lusk and Clayton Snyder. Motion was made by Jones, seconded by Mikel to remove Richard Queen from the VISA card, Menard's and Lowe's accounts and replace him with authorized users for the VISA be Mayor Phillip Black, Clerk Chris White, Director of the Superintendent Randy Lusk, Superintendent Clayton Snyder and Chief Greene and for the Menard's and Lowe's accounts, the authorized users be Mayor Phillip Black, Director of the Superintendent Randy Lusk and Superintendent Clayton Snyder. Vote: Wallace, yes; Jones, yes; Mikel, yes; Ward, yes; Gammon, yes.

Amendment to the Ordinance regarding Committee Structures and Responsibilities – Mayor Black presented board members with an ordinance amending section 2.04 of the Municipal code to establish new committee names and their roles and responsibilities. The 8 committees were named as follows:

- 1) Finance & Budget Committee
- 2) Planning & Public Works Committee
- 3) Economic Development & Business Growth Committee
- 4) Community Assistance, Functions & Engagement (CAFÉ)
- 5) Beautification & Public Spaces Committee
- 6) Strategic Planning & Revitalization Committee
- 7) Grants & Funding Committee
- 8) Police, Health & Safety Committee

Motion was made by Mikel, seconded by Ward to approve the ordinance amending section 2.04 of the Municipal Code that lists new committee names, their roles and responsibilities. Vote: Ward, yes; Gammon, yes; Wallace, yes; Jones, yes; Mikel, yes. Ordinance 2025-10 passed.

Mayor Black provided board members with a list of the new committees, who he appointed to which committee and how many times per year the committee would meet. Clerk White will print copies of the new "Contact List" for all board members.

Mayor Black read a proclamation recognizing August as Founders and Family Month. Mayor Black would like to schedule an event for every weekend in August for the community.

Newly elected officials were reminded that if they have not completed the OMA (Open Meetings Act) online course, please do so as soon as possible and print your certificate of completion and bring it into the office to file.

Designate FOIA/OMA Designees – Due to new officials being elected in April, new designees need to be appointed as FOIA (Freedom of Information Act) and OMA (Open Meetings Act) officers. Clerk White stated the following were appointed in previous years as FOIA Officers, the Mayor, Clerk, Deputy Clerk and Police Chief and as OMA Officers, the Mayor, Clerk and Deputy Clerk. Motion was made by Jones, seconded by Wallace to designate Mayor Black, Clerk White, Deputy Clerk Rife and Police Chief Greene as FOIA Officers and Mayor Black, Clerk White and Deputy Clerk Rife as OMA Officers. Vote: Jones, yes; Mikel, yes; Ward, yes; Gammon, yes; Wallace, yes.

Return to Work Policy – A sample "Return to Work" policy was provided by IML Risk Management Association. A "Return to Work" policy must be approved prior to September and returned to IMLRMA. Due to questions on how to complete the doctors and facilities to be used for employees, the policy was tabled until next month's regular board meeting.

Village-Owned vacant lots as Surplus Properties and possibly sell the lots – Trustee Gammon asked Clerk White for a list of Village-Owned properties that the maintenance department have been mowing. Trustee Gammon suggested putting the vacant lots for sale and encourage residents next door to the vacant lots to purchase the lots so the Village does not have to mow the lots. Trustee Gammon requested a list of Village-Owned lots for next month's meeting.

**Village of Rossville  
Regular Board Meeting  
June 16, 2025**

Grant for the Police Vehicle Cameras – The Village received \$13,243.62 for the grant for the police vehicle cameras. Chief Greene will have to complete the quarterly reports that are required.

Job Opening for the Maintenance Department – Mayor Black provided board members with a job description for a municipal maintenance employee job description. Mayor Black suggested adopting standard advertising/hiring procedures. Trustee Gammon stated the date to have applications turned in, stated in the newspaper ad, to be set earlier than it has been before. Motion was made by Jones, seconded by Mikel to have Randy Lusk move forward with posting to hire a full-time maintenance person. Vote: Mikel, yes; Ward, yes; Gammon, yes; Wallace, yes; Jones, yes.

Medicare and Village Insurance – At the last meeting, the board voted to cover the cost of Medicare Part B for active employees age 65 or over if they elect to transition from the employer-sponsored health insurance plan. Mayor Black contacted Village Attorney Andrew Mudd to prepare an ordinance regarding this matter. Mr. Mudd prepared an ordinance but listed the reimbursement program to be handled by a TPA (Third Party Administrator). Mayor Black requested the matter to be tabled until the ordinance is amended. Clerk White stated that Randy Lusk presented a Medicare Part B invoice for reimbursement. The invoice is for coverage from May 1, 2025 – September 30, 2025. Clerk White asked if a check is to be made out to Randy Lusk for the reimbursement? Mayor Black stated a check would be the best way to reimburse Randy Lusk for his Medicare Part B invoice.

Several people have asked Mayor Black about how the TIF portion of the real estate taxes are calculated. Mayor Black contacted Vermilion County Treasurer Darren Duncan regarding the calculations for the TIF district on property taxes. Mr. Duncan explained the property assessment was frozen in 2002 when the TIF began. Any increase in value will increase the amount of TIF contributions, which is taxed on the difference between the 2002 assessment and the current assessment. Once the TIF ends, the taxes will be divided amongst the taxing bodies.

Appoint a New Village Attorney- Mayor Black would like to appoint Anthony Schuering, from Brown Hay and Stephens, as the new Village Attorney effective July 1, 2025. The hourly rate for services is \$250 per hour compared to \$200 for the current attorney rate. Motion was made by Jones, seconded by Gammon to concur with the appointment of the firm of Brown Hay and Stephens, attorney Anthony Schuering as the new Village attorney. Vote: Gammon, yes; Wallace, yes; Jones, yes; Mikel, yes; Ward, yes.

Mayor Black released Lexipol as the grant writer for the Village by not renewing their contract. Mayor Black and Trustee Gammon met with Fredi Beth Schmutte, via Skype, about grant writing for the Village. Ms. Schmutte has been helping the City of Paxton with grants for approximately 20 years. Ms. Schmutte's billable rate is \$125 per hour. Mayor Black and Trustee Gammon stated Ms. Schmutte is very knowledgeable about TIF and other matters. They were very impressed with Ms. Schmutte. Mayor Black and Trustee Gammon were describing the damage to the downtown curbs during the Route 1 project. Ms. Schmutte suggested contacting Senator Chapin Rose to contact IDOT regarding the damage to the curbs and see if repairs will be made. Ms. Schmutte also suggested going to meet with State Representatives about issues the Village is facing. Trustee Gammon told Ms. Schmutte about Trustee Gammon writing the camera grant. Ms. Schmutte said Trustee Gammon should have given the grant to her to write. Motion was made to concur with Mayor Black's appointment of Fredi Beth Schmutte to be the Village grant writer. Vote: Wallace, yes; Gammon, yes; Ward, yes; Mikel, yes; Jones, yes.

Finance & Purchasing – Clerk White reported the auditors began the fiscal year 2025 audit on June 11<sup>th</sup> & 12<sup>th</sup>. They will return in July to finish up.

Streets & Alleys- Trustee Gammon reported that Ribbe's bid for the street work was accepted by IDOT. Superintendent Lusk spoke with Ribbe Trucking to see when they will begin the Attica Street/Gilbert Street project. The project should begin in August. Village maintenance employees will fill in the cracks with oil that has already been purchased. Once everything has settled down, Ribbe will start grinding Attica Street and 2 layers will be on Gilbert Street. Mayor Black asked to have Trustee Ault involved with the Attica Street/Gilbert Street project before Ribbe begins work.

Trustee Gammon asked if the Village needs to adopt an ordinance establishing a weight limit on streets due to the weight of semis tearing up Gilbert Street. Semis are parked on a commercial lot, owned by CSX Railroad along

**Village of Rossville  
Regular Board Meeting  
June 16, 2025**

Railroad Avenue. Semi operators gain access to Railroad Avenue by driving on Gilbert Street and other streets that are not built to handle a semi's weight. Options for parking of semis may be reviewed.  
The maintenance employees are working on filling the newly poured sidewalk edges with dirt.  
Trustee Gammon reported Superintendent Lusk picked up the new trailer, which will allow both mowers to be hauled.  
The old surplus trailer will be sold for an estimated \$1,500 hopefully.  
Trustee Gammon also reported the water spigot has been installed for the Community Garden.

Trustee Ault arrived at 8:12 p.m.

Police, Health & Safety – Trustee Gammon suggested tabling the topic of Chief Greene's until the new attorneys have begun.

Chairpersons of the Water & Sewer Committee and Gas Committee had nothing to report.

Public Improvements- Trustee Gammon reported the maintenance employees will be spraying around the pond. Also, one of the grants in progress is for planting some trees and shrubs around the pond. Mayor Queen asked if there was money budgeted for the pond expenses. Trustee Gammon stated last time the expenses were deducted from the TIF fund but the fund has decreasing funds. Clerk White will review the budget to see if money was allotted for the pond.

Old Business – There was no Old Business to discuss.

New Business – There was no new business presented.

Guests- Richard Queen asked if the RCO has requested the parade permit for the 4<sup>th</sup> of July parade. Clerk White stated the permit was approved at last month's meeting. The 4<sup>th</sup> of July and Christmas parades are automatically on the agenda 1 ½ months prior to the event for approval.

Motion was made by Jones, seconded by Wallace to adjourn the meeting. Vote: Wallace, yes; Jones, yes; Mikel, yes; Ault, yes; Gammon, yes. The meeting was adjourned at 8:17 p.m.

Respectfully submitted,

Chris White  
Village Clerk  
Board approved 7-21-25