Village Of Kincaid

115 Central Ave. Kincaid, IL. 62540

Time- 6:00 p.m.

Tuesday May 28th, 2024

Committee Meeting Minutes

The Meeting was brought to order by Mayor Robert Morris. Roll Call was taken by the Village Clerk. Lawrence-here, Paso-here, Gibson-here, Warren-here, Dees- absent, Nelson-absent. The pledge of allegiance was recited by all who attended the meeting.

* Special Guest- Ron (Chastain and associates)- Stated that the open bids for the water main projects low bid was from E.L Pruitt with two million four-hundred fifty-four thousand five hundred forty six dollars and twenty four cents. They turned in everything that was required regarding the bid documents. He recommended accepting the bid for the project. The total bid amount with contingency engineering and construction period interest using that amount was two point four five four million dollars a bid plus three percent contingency plus an allowance for legal if we wanted to be reimbursed for anything. Engineering planning and design is mostly over with, and construction engineering management was a total cost of two million nine hundred and seventy-three thousand dollars and change. One and a half percent construction period interest makes the total amount three million seventeen thousand seven hundred and eighty three dollars. The EPA offers fifty percent principal forgiveness which would be one million five hundred and eight thousand and eight hundred and ninety dollars. That would be the net loan amount. The total payments at one percent interest for twenty years would be approximately eighty-three thousand four hundred and twenty-eight dollars per year. The borrowing approved by ordinance was two million five hundred thousand dollars, which is less than the total loan amount with interest which is three million seventeen thousand seven hundred and eighty dollars. To move forward we would have to pass an amended borrowing ordinance to increase the amount authorized to be borrowed. This could be done at the next village board meeting in June. He then stated that they would write the loan according to La Nina. The EPA would write the loan offer and they’ll make it contingent upon the borrowing ordinance and getting back the no referendum certificate. He said that we would have to pass it and publish it in the newspaper for a thirty-day period so that residents could have an opportunity to submit a request for a referendum. Ten percent of the registered voters would have to sign a petition. He then stated that another option was to reduce the scope of the job by eliminating a couple of areas of the project, specifically the areas South of Main Street, and the water mains south of Park Street highway. If those streets were left out, we could save roughly half a million dollars of the project cost. The contingency amount would be less, the total loan amount with interest would be two million four hundred seventy-four four thousand seven hundred and eighty-two dollars, which is slightly below the other amount. The net loan amount would be one million two hundred and thirty-seven thousand ninety-one dollars. The anticipated yearly payments would be sixty-eight thousand four hundred dollars. The EPA does have additional funds available to cover the total amount without a reduction. They would offer fifty percent principal forgiveness. He reiterated that those were the two options. The total bid was roughly a million dollars between the two bidders. The five-year projection showed that one showed three million one hundred thousand dollars, which gives a net loan of one point five five million dollars. Approximate annual payment of slightly less than eighty-six thousand dollars for the full project amount. The next spreadsheet, showed numbers for if we kept the project below two point five million dollars minus one point two five million dollars principal forgiveness. The payment would be sixty-nine thousand two hundred sixty-nine dollars. Trustee Paso asked if we tried to work with the ordinance that we currently have, what did he mean by eliminating certain areas. She asked if that meant they would not have adequate water. Ron responded that it means they would have the same water mains that they have now. Ron said whatever limitations they currently have would still be there. She then asked if we raised the water rate five percent if that would be enough to cover the difference. Ron said even if we raised our rates, we would have to pass a borrowing ordinance to authorize the additional loan amount. Trustee Paso and trustee warren both stated that they didn’t want to leave anyone out, Warren stated that it was only a fifteen-thousand-dollar difference in payment. Paso stated that the goal is to upgrade the entire sewer system and to leave out part of them is wrong. Warren said that the increase would be roughly three dollars more per bill. Mayor Robert Morris asked when we have to pass the ordinance by, and Ron answered the next board meeting on the 10th of June, and that they would like a copy of what was passed and published when finalizing the loan document. At the tip of Bulpitt along the railroad tracks there is no final permit yet, and that is something they will pursue after finalizing the permit application. There is no easement along there currently that anyone can find. Trustee Lawrence asked if we could vote on it in the special meeting tonight. Ron said that tonight the board can vote on which scenario they like better. He also stated that they’ll have a delivery date in June for the blowers. They got a review back for the project development report and that it’s all been addressed and submitted. Once that’s approved the final plans will be submitted, and it needs to be submitted by July 5th. He said November 8th would be the date for bids.
* Visitors: There were no visitors.
* Closed session- Trustee Lawrence made a motion to go into closed session, Warren made a second motion. All Ayes. The time was 6:28 p.m. A motion was made by trustee Warren, and a second motion by trustee Lawrence. All ayes. The time was 6:38 p.m.
* Adjournment- Motion to adjourn the meeting was made by trustee Warren and a second motion by trustee Lawrence. All ayes. The time was 6:40 p.m.
* Special Meeting- A motion to go into special meeting was made by trustee Lawrence, a second motion was made by trustee Warren. All ayes. Roll call was taken by the Village Clerk. Lawrence-here, Paso-here, Gibson-here, Warren-here, Dees-absent, Nelson-absent.

Discuss Hiring a full-time clerk- A motion was made by trustee Lawrence to bring the clerk back down to part time, second motion was made by trustee Gibson, all board members agreed. A motion was made by trustee Lawrence to look into hiring a full-time clerk. A second motion was made by trustee Gibson. Warren-yes, Paso-yes, Gibson-yes, Lawrence-yes

* Discuss using regular mail instead of certified mail for ordinances- Trustee Warren pointed out how it could save money to send the ordinances as regular mail. Trustee Lawrence agreed. A Motion was made by trustee Lawrence and seconded by trustee Gibson. Lawrence-yes, warren-yes, Gibson-yes, Paso-yes.
* Accepting bids for water project- A Motion was made by trustee Warren to accept the full bid without leaving any streets out, for two million four hundred and fifty-four thousand five hundred forty-six dollars and twenty cents. Trustee Lawrence made a second motion. All yes.
* Discuss laptop for zoning officer- The zoning officer Mike Lawrence stated that he’d like a laptop for sending out solar and building permits and keeping things on file. He said he’d like to be able to take care of everything, and the only part he wouldn’t be taking care of would be the payments. He said he’d like the budget for the laptop to be the same as the foreman’s, which is $1299.00. A motion was made by trustee Warren to not exceed $1300 for a laptop for the zoning officer. A second motion was made by trustee paso. Warren-yes, Paso-yes, Gibson-yes, Lawrence- abstain, Mayor Morris-yes.
* Discuss building at Kincaid lake- Trustee Warren stated that he looked at the building and it looked good, nothing was rotted. He said there was some junk in it that they could get rid of but that it has two functioning bathrooms, air conditioning and heat. The foreman said that there were some booths in there up against the wall and that they would have to dispose of them. Zoning officer Mike Lawrence said that they accepted the bidding price of twenty thousand dollars. He wanted to know how much money was left for the lake fund. The mayor asked if we could take ten thousand out of the general fund and ten thousand out of the lake. Treasurer Merano advised against that because the lake was supposed to provide for it’s own. Trustee Warren said that they needed to have Jared call the Contract, because the money was supposed to stay in the ball field. Mike Lawrence said he’d get ahold of Mike and let them know where we’re at. Trustee Warren said that we have revenue coming in from the lake and that land leases are coming up. A motion was made by Gibson to buy the building when all of the stuff was removed from the building. A second motion was made by trustee Warren. Lawrence-yes, Paso-yes, Gibson-yes, Warren-yes.
* Adjournment- A motion to adjourn was made by trustee Warren, a second motion was made by zoning officer Mike Lawrence.

Warren-yes, Lawrence-yes, Paso-yes, Gibson-yes. The time was 6:50 p.m.