

VILLAGE OF KINCAID  
115 CENTRAL AVE. KINCAID, IL. 62540  
TIME- 6:00 P.M.  
MONDAY, APRIL 8, 2024  
REGULAR MEETING MINUTES

The meeting was brought to order by Mayor Robert Morris.  
Roll call was taken by the Village Clerk.  
The pledge of allegiance was recited by all who attended the meeting.

● Approval of minutes for March's meetings- A motion to approve the minutes from March was made by Trustee Paso. A second motion was made by Trustee Lawrence. Gibson- yes, Paso- yes, Lawrence- yes, Warren- yes, Dees- yes, Nelson- abstain.

Ron from Chastain & Associates attended the meeting and just wanted to give some general updates on the upcoming projects. He spoke about the sewer project, which he stated that they have been working on, especially with an aeration system. All the underground piping has been put in under the lagoons. He stated that with the blowers that the piping should be ready to put in. He stated that this project is about 40/50% complete. The other part of the equation is the sewer lining project. He stated that they will be coming in around late April to do some spoke testing. He stated that around late June or early July they would do the lining work. He spoke about the water main project, especially in the Bulpitt area. He spoke regarding the bypass money. He stated that this was the money that had not been used yet and was set aside for Kincaid. He stated that they advertised it out for bid yesterday. The pre-bid meeting date is May 7<sup>th</sup> and the bids will be due by May 23<sup>rd</sup>. The bids would need to be approved soon after this date. So, it was stated that there would be a special meeting for this on May 28<sup>th</sup> with the Committee meeting. He stated that they have submitted a pay request of \$245,000. So, this would need to be approved at a board meeting. This would need to be submitted to the EPA. He spoke about the Lead Service Line replacement project. He stated that Foreman Mark Wolfe had been working on putting a list together that would need sent to the EPA to execute the project. They submitted a funding nomination form for this year.

● Phyllis Smith to speak to the board- Phyllis stated that she just wanted to see if the city could remove 2 trees in her yard. She stated that she has quite a few issues with sewer problems, due to the roots from the trees. She just wanted to bring this before board and see if this could be taken care of. Foreman Mark Wolfe spoke up and stated that she could be put on a list, but there are already 45 other people on the list that need trees removed. He stated that he understands that she is having sewer issues, but so are other people in the town. He stated it is a big list, but they are going to try and start getting to them this summer. Phyllis's daughter spoke and stated that they just had a major sewer blow out and that they had to have someone come out and look at it. Lastly, she stated that there are some in the front of the boulevard that need gone as well.

## ● New Business

▪ Building out at the lake- Trustee Gibson spoke up and stated that we need to have someone go out and check the building out, due to the fact that over the winter there has been quite a bit of water out there. He stated that if there is a lot of water damage, then all it will do is cause mold. He stated that it would cost the Village a bunch of money just to get it fixed. Foreman Mark Wolfe spoke up and stated that he spoke to Bob Brandon, who stated that he wouldn't be able to do it but told him to reach out to Mike Harris. Mark did reach out to Mike Harris but never received a phone call back. Mark stated that he would try and reach out to Mike again to see what he could find out. Trustee Nelson spoke up and wanted to know if they were all speaking regarding the gun club. Nelson stated that we own the land but not the building. Foreman Mark Wolfe stated that they had talked about buying the building before, but nothing was ever done. He stated that the contract for that building is up in 2025. He stated that in 2025 it will be moldy, unless someone gets in there to fix it. There was talk about maybe trying to see if the Village could afford to pay for the building, but Trustee Gibson stated that they should at least go look at it first. Trustee Nelson spoke up and stated that the whole idea was that if the building structure was pretty good, then they could use it for a shower house with amenities. Trustee Paso spoke up and stated that the building doesn't seem to be sellable at this time. Trustee Lawrence spoke up and gave an estimate of what it could cost just to put in the shower and bathrooms out at the building. His estimate was around \$70,000. Trustee Paso thought maybe we would have to tear down the building, but Trustee Lawrence stated that it shouldn't be necessary to do that, but he was just referring to the costs of how much it would be to put the amenities out at the building. He also spoke about heating and cooling the building, as well as man hours to have someone running the place. Lawrence spoke about being fair to the Youth Association and with all they do, but again the Village does not have that kind of money right now to spend. Some of the visitors wanted to speak up during this time, but the Village Attorney, Jared Rahar spoke about the fact that there is a particular time during the meeting that is set apart for visitors to speak.

▪ Garage Sale dates for the summer- Trustee Nelson spoke up and thought it was in June sometime last year. The Village Clerk spoke up and stated that the Methodist Church was going to be having theirs on June 7th and 8th this year. She just thought we could coincide with them and have it at the same time. Trustee Nelson stated that he liked the idea of getting a list together for everyone, which is what was done last year. A motion was made by Trustee Nelson to have the garage sales on June 7th and 8th of this year. A second motion was made by Trustee Lawrence. All Ayes.

▪ Raises- this will be discussed in closed session.

## ● Old Business

▪ Ordinance Violations- Trustee Lawrence stated that he did not have anything with regards to this topic, just as long as everything was being taken care of.

▪ Vote on paying half of the surveying for Becchelli property- Attorney Jared Rahar spoke up and stated that when Attorney Atteberry had been at the meeting previously, he had spoken in regards to the surveying that was done on the property. Rahar stated that if the board was going to spend any type of money, then they would need to vote on it. A motion was made by Trustee Lawrence to pay half of the survey, which is \$1250. A second motion was made by Trustee Paso. All Ayes.

▪ Hiring someone for marketing and advertising of the Lake Lots & RV Spots- Trustee Gibson stated that we have someone that has helped in the past. Trustee Gibson made a motion to hire April Wolfe. Attorney Jared Rahar stepped in and stated that he did not want to be the bad guy, but that we had discussed this previously. He stated that first, we would need to create a position, and then advertise it for other people to apply for as well. Trustee Nelson spoke up and reiterated that we just need to follow protocol when hiring someone for the position. Trustee Paso spoke up and stated that the board needs to determine the need for this position. Paso stated that we already have a part-time person in the office, so why not try and utilize the people we already have. Attorney Rahar spoke back up and stated that it is the board's decision, but he wanted to make sure everything is done the correct way. Trustee Nelson asked if we could just table this until the next meeting, so that way they could investigate it further. Trustee Lawrence wanted to know if we could go ahead and discuss it now, but Trustee Paso spoke up and stated that she would like to investigate using the available staff that we have now. Attorney Rahar stated that if they wanted to go ahead and create the job, they could, otherwise they would need to hold off till the next meeting. Trustee Paso made a motion to table this idea until the next board meeting. A second motion was made by Trustee Nelson. Nelson- yes, Dees- yes, Warren- not able to vote, Lawrence- yes, Paso- yes, Gibson- no.

▪ Recommendations from Finance Committee to reduce spending- This was already discussed previously at the Committee meeting, in regard to reducing the credit card limits. A motion was made by Trustee Nelson. A second motion was made by Trustee Paso. All Ayes.

▪ Codification changes- The clerk handed out the changes from the codification department to all the trustees and the mayor. She stated that before they decide on any changes, they would need to look over everything, as well as the recommendations from the codification department. She stated that there are several things that needed to be changed and updated, including the ones that the board had previously gone over. Trustee Paso asked what the total cost would be. The clerk stated that the cost would not exceed \$6,000, which is for a flash drive and 7 copies of the revised ordinance book. Trustee Lawrence stated that he remembers when the previous clerk was here, that it had cost maybe around \$7,000 for the changes. There were questions about how many books there would be. There would be one book that would stay in the office and copies would be provided to the trustees and mayor. Trustee Nelson wanted to know who this was that was making the changes. Trustee Paso stated that it was the Illinois Codification Center. The Clerk wanted to clarify that the changes were not for the whole entire book, but only for the

specific things that needed updated. She stated that it would be \$1500 upon signing the agreement, then \$1500 for the draft copies, final delivery would be \$3400, and the total charges would not exceed \$6900. Trustee Nelson spoke up and wanted to see if there were any other options for this. Nelson wanted to know if we could investigate other codification companies and see what they would charge. The clerk just stated that this was just the company that the village had used in the past. Trustee Paso spoke up and stated that since we have a flash drive, that maybe we would be able to change some things on it, but if there are things that have been changed previously, we might not be able to do anything with those. Trustee Lawrence asked the clerk if she could investigate maybe finding another place that does the codifications changes and see what they charge. A motion was made to table this by Trustee Lawrence. A second motion was made by Trustee Nelson. All Ayes.

● VISITORS:

VISITORS- A PERSON SHALL BE PERMITTED AN OPPORTUNITY TO ADDRESS OFFICIALS UNDER THE RULES ESTABLISHED BY THE VILLAGE OF KINCAID (3 MINUTES PER PERSON) 5ILCS 120.2.06g- Louis Selzer spoke up and just wanted to address the issue about the roads in town, especially with the bikers being out. He also wanted to know about the time and money that was being spent out at the lake. He wanted to know if the manpower and time that has been spent out at the lake, if this was coming out of the general fund, or if it was coming out of the lake fund. He just was concerned about how the funds were being used. Trustee Paso asked the Treasurer how the funds were being used. Treasurer Beverly Merano stated that the materials were coming out of the lake fund, but the man hours were coming out of the general fund. Trustee Lawrence spoke up and stated that they did not want to "rob Peter to pay Paul" and this was Mark Wolfe's dream to have the Lake Lot's and RV spots. Trustee Lawrence stated that he was very pleased with what Mark had done, along with the workers. Treasurer Beverly Merano reiterated that the materials were coming out of the Lake Fund, but the man hours were coming out of the general fund. Trustee Nelson spoke up and stated that we have been making plenty of money off the Lake Lots, which has been well over \$20,000. Mark spoke back up and stated that it would just the same as working at the park or on the streets. Everything is owned by the Village of Kincaid. Louis Selzer just wanted to make sure that the Village was going to work on other projects around time besides the lake lots. He feels that the Village is going to use up all the money and materials for the lake and not use some of it to fix things in the town.

● Approval of bills- A motion was made by Trustee Nelson to approve the bills. A second motion was made by Trustee Paso. All Ayes.

● Zoning report- Trustee Lawrence issued 5 building permits

● Approval of Treasurer's report- Beverly Merano stated that she passed out her report to all the board members and asked if anyone had any questions. She also stated that one of the CD's would be coming due at the end of the month. Trustee Nelson spoke back up in reference to the codification issue and wanted to know about the fact that we are not charging enough for gaming machines. He was wondering if this was something we needed to look further into. He wanted to know what we charge per gaming machine right now.

Both the clerk and Mark Wolfe stated that it is \$25 per machine, plus the \$500 liquor license that they have to buy. Mark stated that if we raised it to \$250 then everyone would just leave, and we wouldn't be making any money.

Trustee Nelson just wanted to see if there was room to improve on some of these things. Mark stated that we do get 1/3 of whatever sale they make. Trustee Nelson wanted to know when the liquor license was up. The clerk stated that they are up in June.

A motion was made to approve the Treasurer's report by Trustee Dees. A second motion was made by Trustee Nelson. All Ayes.

- Clerk's report- The clerk stated that she had handed out her report to the board members to look over. She also passed out the report on ordinance violations and stated that they could see which ones would be coming due, and which ones have paid.

She stated that there are some of them that are overdue. Attorney Jared Rahar stated that if the clerk could just email him the list of ones that were overdue, he would take care of them. The clerk also stated that Michelle, who is with IM-Sustainable, would be at the next meeting to present her proposal to the board regarding solar.

- Police report- Chief Mathon spoke up and stated that one of their systems was down, so he couldn't provide his detailed report. He said that they have issued several ordinances since the last meeting. He also provided all the ordinances to the clerk.

- Foreman's report- Foreman Mark Wolfe stated that he provided his report to all the board members. He also stated that he applied for and received his CDL instructor license. He stated that now, if the Village hires anyone new and they need their CDL, then he would be able to train them. Mark stated that he tried to reach out to Simple Ray and was not able to get in touch with anyone. He stated that if you google them, you will see that it says, permantely closed. There is another guy that Mark spoke too, who is trying to get this straightened out. Trustee Lawrence asked the village attorney, if we are not able to get Simple Ray to come and finish the job with the solar down at the sewer plant, then can we reach out to another company to get this taken care of, and what is our legal rights.

Attorney Rahar stated that we would have to refer to the contract that was signed with them. Rahar stated that there might possibly be a default clause in the contract, which could state that there would be certain things that could happen because of the default. Rahar stated that there are two ways the Village could handle this. One would be to hire someone to give an estimate and then send the bill to Simple Ray, and then the second would be to just have someone else do the project and send them the bill for the expenses. Attorney Rahar stated that if we just send him a copy of the contract, he can look it over.

- Attorney's report- Rahar stated that the main report was that of the bench trial's for Heikes and Daum cases. He stated that they would need witnesses for those bench trials. He stated that the bench trial is the 17th of April. He also stated that they were to close on a few lien's that were on some of the properties.

- Trustee's report and comments- Mayor Robert Morris asked Trustee Lawrence if he had something he needed to discuss, but Lawrence stated that he did not.

- President's report and comments- Mayor Robert Morris spoke up and stated that with everything that has been happening in the office, he stated that he had a few policy reminders he wanted to read to everyone. He stated, be respectful, remember this is a professional workplace, everyone needs to be treated as such. Please refuse to use curse

words in the workplace and if this happens, there could be disciplinary actions. Confidentiality needs to take place. Meaning that things that happen at a board meeting, especially in a closed session, should not be put on social media. Following this chain of command, any issues with following the ordinances should be addressed to myself, unless told by the mayor to address it with another official. He stated that we are all here to achieve the same goal, which is to help our community. He said we may not like each other or get along, but we must work together. He also stated that no courtesy or respect for others will no longer be tolerated.

Motion to go into closed session was made by Trustee Nelson. A second motion was made by Trustee Lawrence. All Ayes. The time was 6:55 p.m.

Motion to come out of closed session by Trustee Warren. A second motion was made by Trustee Nelson. All Ayes. The time was 7:35 p.m.

A motion was made to go back into regular meetings by Trustee Warren. A second motion was made by Trustee Nelson. All Ayes. The time was 7:36 p.m.


A motion was made by Trustee Lawrence to give 3% raises to Dallas, Tommy, CJ, Mark, DJ and Beverly. A second motion was made by Trustee Nelson. Nelson- yes, Dees- yes, Warren- abstain, Lawrence- yes, Paso- yes, Gibson- yes.

A motion was made by Trustee Lawrence to take Stephanie from \$18.00 an hour up to \$19.00 an hour. A second motion was made by Trustee Nelson. All Ayes.

Another motion was made by Trustee Lawrence to take Officer Hubbs to \$25/hr. A second motion was made by Trustee Nelson. All Ayes.

A motion was made to adjourn the meeting by Trustee Lawrence. A second motion was made by Trustee Nelson. All Ayes. The time was 7:40 p.m.

Then minutes were typed up by the Village Clerk

  
Stephanie Brown