

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

The meeting was brought to order by Mayor Robert Morris.
Roll call was taken by the Village Clerk.

Gibson- here, Paso- here, Lawrence- here, Warren- here, Dees- here, Nelson- Absent.
The Pledge of Allegiance was recited by all who attended the meeting.

A motion was made to approve the minutes from December's meetings. Motion was made by Trustee Lawrence. A second motion was made by Trustee Gibson. All Ayes.

- Chastain & Associates LLC.- no one showed up to the meeting from Chastain & Associates.

- Water project bypass money approval- Foreman Mark Wolfe spoke up and stated that Ron Legner from Chastain & Ass. Could not be here to speak about the water project and about the loan with the EPA. Mark stated there will be bypass money that will be available here pretty soon. There is no risk taking the bypass money, but there might not be forgiveness with it. If we say we want to go with the bypass money and then find out that there is no forgiveness, then we can back out of it. A motion was made by Trustee Warren to go for the bypass money. A second motion was made by Trustee Paso. All Ayes.

- New Business

- New computers for the office- The village clerk spoke up and stated that this was something that her and Mark had been talking about with regards to how slow the computers have been since she began working. She stated that hopefully, since the village signed up with CTI, that things would run a little smoother and quicker. She also stated that neither one of the monitors had cameras or audio capabilities when doing webinars or zoom meetings with other companies. She reiterated that today; she was trying to get access to a zoom meeting with someone from the Treasury department to help with a report that needed to be done with the Rescue money. The lady was not able to hear her and so, the clerk had to call her on the phone, while the representative took over the computer to walk the clerk through the process. Mark spoke up and stated that he was looking into purchasing a laptop to help him out with classes, training and possibly being able to take it with him when he gets called out for any reason. He stated that his monitor is old and does not have the capabilities that he is needing. The clerk spoke up and stated that the only monitor that would not need replacing, was the one that she does the water bills on. Trustee Lawrence spoke up and asked if the laptop would just plug into the monitor to have more of what was needed. Mark reiterated that yes, this is what the process would be alongside of having the laptop. Trustee Warren spoke up and stated that purchasing new monitors/computers were to make sure that the office has enough ram and memory to store enough information for what we are doing now and what we would be

doing in the future. Trustee Paso spoke up and stated that when looking into these systems, we should look at whether to purchase a Microsoft one, or an Apple computer. She stated that with viruses out there, we just need to be weary of what is being purchased. Trustee Warren made a motion to purchase the computers and not go over a budget of \$2500.00. A second motion was made by Trustee Paso. All Ayes.

- Raise price on RV spots- Trustee Warren spoke up about this and stated that he wanted to this brought up, since now the spots have electricity and also the dump station which is out there as well. He stated that by spring we should have water out there as well. He stated that he called around to different places that have quite a few amenities along with their RV spots and that they charge around \$45 a night. He stated that right now we charge \$25 a night but he feels with adding electricity and water out there, that we should raise the price to \$35 a night, which would begin in the spring. Trustee Warren made a motion to raise the price of the RV spots to \$35 a night. A second motion was made by Trustee Lawrence. All Ayes.

- Utilizing more services with ACS program- Trustee Warren spoke up and stated that he wanted this put on the agenda because we already use this program and it is used specifically for municipalities. He stated that he would like to see us use more services with ACS because he feels it would make the Clerk and the Treasurers' job a lot easier, but right now we are still looking into it because there several cost factors for each added program. The clerk spoke up and stated that our original person that we would go with through ACS quit at the end of the year, so now we are dealing with a new representative, whose name is John. She stated that John had said that the checkbook part of ACS would be a breeze to use, but that the General Ledger part of it was a little more descriptive and harder to maneuver. He did, however, state that they have someone in the area that would be able to come and help train the office in how to use the new programs. The treasurer spoke up and just wanted to make sure that we would still be able to use QuickBooks, due to the fact that the auditors use the same program as well, and it is easier on them for auditing purposes. Trustee Warren stated that he would like for us to utilize more things with ACS since it was designed for municipalities. This will be put on the next agenda for further discussion.

- Ordinance Franchise contract with CTI- The clerk spoke up and stated that she had prepared the Ordinance and had our Attorney look it over before the meeting. Everything looked good, according to the Attorney. She stated that the contract basically is the same as it was before with Mediacom, and for Consolidated, which states that we will receive a 5% franchise fee yearly, for each customer that signs up with CTI. She brought this up so that the board could approve it and it would be on file. A motion was made by Trustee Lawrence. A second motion was made by Trustee Warren. All Ayes.

- Swearing in of new part-time officer- The clerk swore in Alex Thompson as Kincaid's new part-time police officer. This was done in front of the whole board and all who attended the meeting. The board extended their congratulations and welcomed Alex aboard.

- Approval of MFT- Foreman Mark Wolfe spoke up and stated that this was the report about how much they spent for motor fuel. He passed out his report to all the board members to look over. He forgot to add a few missing items but stated what the new total

would be after adding the items he needed to add. He stated that right now, we cannot spend any motor fuel money until it comes back and is approved. A motion was made to approve the MFT report by Trustee Lawrence. A second motion was made by Trustee Paso. All Ayes.

- Discuss purchasing property behind the Dump site- Foreman Mark Wolfe spoke up about this property which belongs to a citizen here in town, who was given the property after his father had passed. Mark stated that this property is right behind the dump site. So, the owner of the property is asking \$30,000 for it. There are 4 lots to the property. Mark stated that he spoke to the owner a little more and he had decided to come down to \$25,000 for the purchase of the property. Mark stated that this would be beneficial for the village dump site, so they could expand and have more room to dump more of the waste. He stated that there is a trailer on the property and a small building. Mark stated that it would cost around \$5,000 to tear down the buildings and that is not accounting for the labor costs. Mark just wanted to get the board's opinion and see if maybe they wanted to make a counteroffer to the owner. Trustee Lawrence spoke up and just wanted to see if we could wait on deciding right now and see if the owner would come back with a better number. Trustee Gibson spoke up as well and stated that he wanted to wait and see what happens later on. Mark stated that the road they use right now cuts across this particular property. Trustee Paso spoke up and asked if the owner was waiting on us to counter on the price. The money that would be used to buy this property would come out of the general fund, according to the Treasurer. There was talk amongst the board members on different prices to counteroffer with. Motion was made by Trustee Paso to counteroffer with a price of \$14,000. A second motion was made by Trustee Dees. Gibson- no, Paso- yes, Lawrence- yes, Warren- yes, Dees- yes.

- Old Business

- Sign & Gate out at the Dump site- The board decided to hold off on this until we hear back about the property that is behind it.

- Paid Leave for All Workers Act 2024- The clerk spoke up about this and asked the board if they had a chance to look over the Act to see what it all entails. She stated that she reached out to a representative who works with IML (Illinois Municipal League), and he stated that the Paid Leave Act applies to those workers who are full or part-time, that do not receive any personal, sick or vacation time at their place of employment. Our village already offers this to our employees, with the exception of part-time employees, who will receive this. She stated that there is an Ordinance that was sent that needs to be put in place stating that we are complying with this. A motion was made to accept this Ordinance by Trustee Lawrence. A second motion was made by Trustee Warren. 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- A visitor brought up the fact that the Paid Leave Act is for all employees, so this was reiterated to the same thing was spoke about earlier.

- Approval of bills- A motion was made to approve the bills by Trustee Lawrence. A second motion was made by Trustee Gibson. All Ayes.
- Zoning report- Trustee Lawrence spoke up and stated that he issued 8 building permits.
- Approval of Treasurer's report- Trustee Warren spoke up and wanted to thank both the Treasurer and the clerk for giving out the reports early on before the meeting, so they could look over everything. A motion to approve the Treasurer's report was made by Trustee Dees. A second motion was made by Trustee Warren. All Ayes.
- Clerk's report- The clerk stated that she handed out her report to all the board members for everything that had happened in 2023. She spoke about the Ordinances that had been issued for 2023. She also spoke about the Bulk water report, the purified water report, the boat and golf cart stickers that were sold last year, and the total in the lake lots, as well as the RV spots that were rented out last year. She also spoke about the fact that minimum wage did in fact go up this year. It is now \$14/hr for anyone over the age of 18 and if they are under 18 it is \$12/hr.
- Police report- Chief Mathon provided his report along with budget to all the board members to look over. He stated that there was an issue with his Stats, since there was an issue with the IP address with CTI. This will be looked into.
- Foreman's report- Foreman Mark Wolfe handed out his report for the board members to look over and he asked if anyone had any questions.
- Attorney's report- Attorney Rahar stated that he did not have much, except there will be an Ordinance violation hearing coming up and he stated that Trustee Lawrence gave him quite a bit of stuff to look over, so it looks like some possible Lien's here in the future.
- President's Report and comments- The President had nothing to report at this time.
- Trustee's Report and comments- Trustee Lawrence spoke up and stated that he wanted to thank the Community Club for donating \$600 to purchase new picnic tables for the park. He stated that Mark and the city workers have been working very hard on getting the new kitchen done down at the park. Mark stated that they will have 6 brand new picnic tables and 3 that are being rebuilt.

A motion was made to go into closed session by Trustee Lawrence. A second motion was made by Trustee Warren. All Ayes. The time was 6:35 p.m.

● Closed Session:

- Meeting to discuss litigation when an action, affecting, or on behalf of the particular body has been filed and is pending in a court. 5ILCS 120/2(c)(11)
- Meeting to consider the appointment, employment, compensation, discipline, performance or dismissal of specific employees. 5ILCS 120/2(c)(1)

A motion was made to come out of closed session by Trustee Warren. A second motion was made by Trustee Lawrence. All Ayes. The time was 7:10 p.m.

A motion was made to hire Bethany Hobson as part-time clerk beginning at \$18/hr for 19 hours a week by Trustee Lawrence. A second motion was made by Trustee Warren. All Ayes.

A motion was made by Trustee Lawrence to put Officer Mahan on Salary, which would be \$52,000 a year and 7 hours a pay for the K-9 which would be an extra \$4550. A second motion was made by Trustee Warren. All Ayes.

The board had the new part-time clerk to come in so they could let her know they were hiring her for the position. The village board congratulated her and welcomed her aboard.

A motion was made to adjourn the meeting by Trustee Lawrence. A second motion was made by Trustee Gibson. All Ayes. The time was 7:15 p.m.

The minutes were typed up by the Village Clerk

Stephanie Brown