

VILLAGE OF KINCAID  
115 CENTRAL AVE. KINCAID, IL. 62540  
TIME- 6:00 P.M.  
MONDAY, MAY 8, 2023  
REGULAR MEETING MINUTES

The meeting was brought to order by Mayor Robert Morris.

- Roll call was taken by Village Clerk, Stephanie Brown.

Gibson- here, Paso- here, Lawrence- here, Keafer- here, Dees- here, Nelson- here.

The pledge of Allegiance was done by all who attended the meeting.

- Approval of minutes- Motion was made to approve the minutes from April's meetings by Trustee Nelson, a second was made by Trustee Gibson. All Ayes.

- Regular meeting

- Visitors:

VISITORS- A PERSON SHALL BE PERMITTED AN OPPORTUNITY TO ADDRESS THE OFFICIALS UNDER THE RULES ESTABLISHED BY THE VILLAGE (3 MINUTES PER PERSON) 5ILCS 120/2.06g- There were no visitors to speak up at this meeting.

- Old Business

- Possible changes to the employee handbook- Trustee Paso stated that she had not had a chance to look over the handbook, especially since she had been out due to medical issues. She will get a copy of it and look over before the next board meeting. A motion was made to table this till the next meeting. Motion was made by Trustee Nelson, second was made by Gibson. All Ayes.

- Usage of tracker devices on vehicles- Clerk Stephanie Brown called up our insurance company to see if they offer that type of device to put on vehicles but unfortunately they do not. They can cover the trackers for us, if something were to happen to them down the road. We still have the \$500 deductible on our policy. The clerk previously sent all the board members a run down of tracker devices that she had found on Amazon for \$40/ a piece. She gave a run down of the cost and fees that total for purchasing 3 devices right now. She spoke about talking to Chief Baker previously about what they use on their vehicles and he stated that they do have a program that is on the computer inside the vehicles that helps track where the officers are going. Officer Merker spoke up and stated that they do have this program already installed on their computer in the squad cars. This is something that the clerk will investigate further to see how to get things rolling out as far as the tracking issues go. This matter will be tabled till the next meeting. A motion was made to table this by Trustee Lawrence, second was made by Trustee Nelson. All Ayes.

- Change to Ordinance for new officers from 10 miles to possibly 30 min. - Trustee Nelson asked if we needed to word it more to 30 miles instead of 30 minutes. Mayor Robert Morris said that we would need to change the ordinance. Trustee Nelson spoke about in regards to this matter and stated that we need to do this across the board with everyone, not just officers. Foreman, Mark Wolfe stated that he had made several calls to other towns around the area and they had stated that they go with 30 minutes for their employees. It all has to do with response time for officers and employees in general. This

would just apply to all city employees and not board members. There was further discussion with this and the decision was made to change the ordinance from 10 miles to 25 miles for employees to work for the Village of Kincaid. A motion was made by Trustee Nelson, a second was made by Trustee Lawrence. All Ayes.

- Adjustment to professional service fees- Trustee Nelson stated that he wanted this brought up in regards to seeing where we can cut some of our cost for the village. Mayor Robert Morris stated that he had spoke to our Attorney in regards to this matter. Attorney Rahar spoke up and stated that it is not necessary for him to attend all our meetings, unless something were to come up that his presence was needed at that time. We can also call him when we are in a meeting if something does come up. The Clerk will still send him the agenda every time that we have one. A motion was made by Trustee Nelson that we make the adjustment to have our Attorney on call for our meetings in the future. A second motion was made by Trustee Lawrence. All Ayes.

- New Business

- Swearing in of all new elected Trustee's- Clerk, Stephanie Brown swore in the new elected Trustee's. The new Trustee's are as follows: Trustee, Kerry Nelson, Trustee, Jason Dees and new to the board of Trustee's, Gary Warren. All three were sworn in and given their certificates.

- Memorial for Jack Hanlon- Trustee Lawrence spoke about doing something for Jack Hanlon down at the park. He stated that Jack was well known in the community and did a lot to help at the park and to help others. Trustee Lawrence stated that we would like to do like a memorial plaque or something similar that was done for Pete Becchelli out at the park. He stated that he would like for us to talk to the wife and see what she would like put on the memorial and what she would like it to say. He also stated that Jack Hanlon was a hard worker and he did so much for the kids in this community. He spoke about possibly a monument with maybe some greenery around it to make it look nice. He stated that right now we will be taking donations to put towards the monument and you can send you donations to the Village of Kincaid. They will be looking into going with the same company that did Pete Becchelli's. He spoke up and said the cost could possibly be around \$2,000 for the memorial but we still need to look into the overall cost. Treasurer, Beverly Merano stated that for the village to donate, we would need to see how much comes in first and then see what the total price would be as to how much we would be able to donate towards this. A motion was made to table this till the next meeting. A motion was made by Trustee Lawrence, second was made by Trustee Nelson. All Ayes.

- Lake Lot Inspections/Fee for RV spots at campground- Trustee Gibson spoke up and stated that the City workers have been doing a great job and making the Lots look good. Trustee Warren spoke of working with Mark, Kent and Dannie. He stated that the Lake Lots are looking great but that there needs to be inspections regarding each Lot. He wants to make sure that everything out there will be maintained and that people will know that we will be inspecting them, to make sure there are no trashy looking lots out at the lake. Trustee Warren drafted up an inspection list and stated that on the 10<sup>th</sup> of May, they would go out and do the inspections. He just wanted to make everyone aware that if you own a lot, be aware that there will be inspections done to keep everything looking maintained. Kent Ruyle helps with the Lots and campgrounds as well. Trustee Warren stated that they will go out later just to make sure that if there are any issues with the lots, that they are being resolved and fixed. He stated that this is just to show accountability for having the lots. He stated that Mark Wolfe and the guys are have been doing a great job putting things up, especially with the campground areas. A motion was made by Trustee Lawrence to go with the inspections. A second was made by Nelson. All Ayes.

With regards to the Fees for RV spots at campground- Foreman Mark Wolfe stated that he called around to some other areas and he stated that it has been \$25 per night. There are other places that offer a separate fee for amenities to the sites and for multiple nights. The board decided that we will go with \$25 per night for now out at the campground. Trustee Nelson spoke up and stated that he did not want to put any limitations on this. A motion was made to have the RV spots at \$25 per night. Motion was made by Trustee Nelson, a second was made by Trustee Gibson. All Ayes.

- Garlic Fest on Nov. 11<sup>th</sup> - Foreman Mark Wolfe spoke about the Garlic Fest in the past and that we are wanting to do this again in November. It will be on Veterans Day this year at the American Legion. He stated that right now we do not have an exact price as to how much it will cost to put this on, but we are going to pre-sale tickets for the event. Trustee Nelson spoke up and wanted to know if there was a menu already available. Mark stated that we will have the garlic links, garlic patties, bagna, and other fixings with it. The time frame would be that the doors would open at 11:30 a.m. for people to come and eat lunch and then the last call would be at 6:00 p.m. and the doors would close at 7:00 p.m. Tickets would be \$10/a piece or \$18 per couple. Trustee Lawrence stated that the 2 different meals would be: 1. Garlic patty sandwich with chips, potato salad and drink. 2. Garlic sausage link with chips, potato salad and a drink. There would be a separate table with the purchase of Bagna and other items. There would also be containers to go as well. There was talk about doing 50/50 drawings and raffle items. We will have a DJ as well for music for entertainment while people are gathering and eating. This is going to be tabled till the next meeting. A motion was made by Trustee Lawrence, second was made by Nelson. All Ayes.

- Street painting event for July 1<sup>st</sup>- Foreman Mark Wolfe spoke up and stated that this was something he and his wife had taken their kids to in Springfield. You had to pay for a 6X6 square to do it. This is something he states that we could do to get the community involved. It would be up around the square here in Kincaid. We would provide the paint and supplies for the people who get involved. Of course, there would be certain rules that would apply as to nothing graphic or obscene looking. Mark stated that the total on supplies would cost roughly around \$400. So, we could try and sell around 30 spots at \$20 apiece. The time frame would be from 10 am to 2 pm. If there would be a rain day, then the event would be rescheduled for a later date. A motion was made by Trustee Nelson to go ahead with the Street painting event. A second motion was made by Trustee Gibson. All Ayes.

- Trunk or Treat for October- Foreman Mark Wolfe stated that this is something that they have done for the past three years and that they have had a good turnout for it. He stated that it would cost around \$300 to put this on. This is something that we would get donations for from the community. The date for this would be Sunday the 29<sup>th</sup> of October and the time would be from 4pm-6pm. A motion was made to do this event again by Trustee Nelson, a second was made by Trustee Dees. All Ayes.

- Re-evaluate the no-chickens ordinance- Trustee Lawrence wanted to make a motion to re-evaluate the previous vote against the chickens due to the fact that we have a new board member. He stated that there has been a lot of people that have investigated this property and he thought we could do, no roosters and only 10 chickens and of course 100 feet away from the resident's house. He also stated about charging that person \$25 a year to have the chickens. Trustee Gibson spoke up and stated that we already made a motion in regards to not having the chickens in town. He wanted to know why we were discussing this again when it had been previously voted upon. Trustee Paso stated that she feels that there are some people that are doing well with having the chickens. She stated that the way things are right now and with having a hard time buying food, that having this extra for income and food is a good thing. Trustee Nelson spoke up and stated that he is just worried that if we open ourselves up with the

chickens then there could be other people wanting to bring in cows and pigs. Trustee Paso stated that is where would have to re-write the ordinance to be specific to just having chickens. When it was stated that there could only be 100 ft from the property for the pins, it was then brought up about people who do not really have that much property to be able to compensate for the 100 ft away. A motion was made by Trustee Warren to leave the ordinance the way it is. Second was made by Gibson. Gibson- yes, Paso- abstain, Lawrence- no, Warren- yes, Dees- no, Nelson- abstain. Mayor Robert Morris made the decision to leave the ordinance the way it is.

- Ordinance authorizing expenditures pending passage of the annual appropriation- Attorney Rahar spoke up and stated that this is something that is done every year and especially before the physical year ends. The actual ordinance and appropriation just must be done in timely manner especially about the EPA. Each year we need an expenditure done until the appropriations are done as well. A motion was made for authorizing the ordinance. A motion was made by Trustee Paso, a second was made by Nelson. All Ayes.

- Approval of Bills- Motion was made by Trustee Gibson, second was made by Trustee Nelson. All Ayes.

- Zoning report- Trustee Lawrence stated that he issued three building permits. One for Solar panels, one for a garage and one for a gazebo.

- Approval of Treasurer's report- A motion was made to approve the treasurer's report. Motion was made by Trustee Gibson, second was made by Trustee Dees. All Ayes.

- Clerk's report- Clerk Stephanie Brown gave her report on all Golf Cart Stickers, Boat Stickers and Lake Lot payments for this year so far. She also spoke about how much we have accumulated in Bulk Water and Purified Water. She has also been keeping track of monthly of what is in the safe and making any changes to her file. She spoke about having locksmith come to look at our safe since we have had issues with the battery pack and the keypad as well. The Locksmith stated that we in fact do need a new keypad for the safe. Trustee Nelson brought in a similar looking keypad that we are going to try out but if not, she will reach out to the company that we bought the safe from and see if we can just order a new keypad. She spoke lastly about the fact that we had purchased a credit card machine but are unable to use it at this time due to our internet. She spoke about the fact that she has had to cash for payments due to this issue with the credit card machine. She stated that CTI is supposed to be going live here within the next few weeks and that she is keeping in touch with the representative to check on timelines, so that we can get hooked up with them as soon as possible.

- Police report- Officer Merker spoke about handing out his forms that show all the calls for the month and also about the Ordinance Citations that he has been doing and also Ordinance Warnings. Officer Merker has been training a new female cop, who will be working in Edinburg and basically showing her the ropes to get her acclimated.

- Foreman's report- Mark Wolfe handed out his report to everyone and spoke about how busy they have been with the CTI people and helping them. He spoke about getting things put out at the lake for spots and how things are being cleaned up. Trustee Gibson wants this put out on the website as well.

- Attorney's report- Attorney Rahar stated that right now not a lot going on. In regards to the Daum case the hearing is set for July. He stated there will probably be some paperwork that will be needed for this case and that he will have to get with the clerk to gather some information for the hearing. He then

spoke in regards to the Shehadah case, which the case was continued again, since Shehadah filed another motion. Not a giant update but he is hoping that these will get resolved soon. He stated that these cases will probably get pushed out to June or July.

- President's report and comments- Mayor Robert Morris had nothing to report at this time.
- Trustee's report and comments- Trustee Lawrence stated that the contract for the railroad was sent off but we were just waiting for them to sign and send it back to the clerk. He spoke about the Bulk water machine in regards with the credit card machine for that and are still waiting to hear back about that.
- Closed session: Motion was made by Trustee Lawrence to go into closed session. Second was made by Trustee Nelson. All Ayes. The time was 6:55 p.m.  
Meeting to consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees. 5ILCS 120/2(c)(1)

Motion to come out of closed session was made by Trustee Lawrence. Second was made by Trustee Nelson. All Ayes. The time was 7:15 p.m.

- Adjournment- Motion to adjourn was made by Trustee Lawrence, second was made by Trustee Warren. The time was 7:20 p.m.

The minutes were taken by Village Clerk  
Stephanie Brown