

VILLAGE OF KINCAID
115 CENTRAL AVE. KINCAID, IL. 62540
TIME- 6:00 P.M.
MONDAY, SEPTEMBER 11, 2023
REGULAR MEETING MINUTES

The meeting was brought to order by Mayor, Robert Morris
Roll call was taken by the village clerk, Stephanie Brown
Gibson- here, Paso- here, Lawrence- here, Warren- here, Dees- here, Nelson- here.
The Pledge of Allegiance was recited by all who attended the meeting.

- Approval of minutes from August Meetings- A motion was made by Trustee Nelson to approve the minutes for August meetings. A second motion was made by Trustee Dees. All Ayes.
- Old Business
 - Vote on adding sexual harassment training and two week vacation notice to the employee handbook- A motion was made by Trustee Lawrence to add the training and vacation notice to the employee handbook. A second motion was made by Trustee Warren. All Ayes.
 - Purchase of back-up generator for the village hall- Trustee Warren stated that he had given the board handouts of three possible bids. One was from Rettberg, who is out of Divernon. The total cost for the generator and for the labor to come out and install was approximately \$10,709.00. He stated that we would have to put \$2,000 down for them to start and then pay the rest of the amount upon completion. The second bid was from Star Electric and they had three different bid amounts. One was for the install of the 26kw generator and hook up of gas from meter to generator (this did not include the Ameren upgrade). The total cost with labor and materials would be \$10,656. This bid also included a 5 year warranty with \$0 down. The second bid from Star Electric was for Install 200 amp service, pull wire from pole to meter base, install of meter base, and supply conduit for Ameren. The total cost with labor and materials would be \$3,680.36. The third bid from Star Electric was for the aerator at the pond, trench and install of PVC, set of 4X4 and pull wire and terminate both ends. The total cost with labor and materials would be \$2,075.57. The third bid came from Ruby Electric out of Springfield. They were along the same lines as Rettberg, along with a 5 year warranty and their cost would be \$10,350 but they would require \$6,600 down to start the project. Warren stated that Rettberg does a good job but he stated that if we are going to have someone do all the electric plus putting in a generator, then it should be with one company. Trustee Gibson asked how long the bids would be good for. Warren stated that Rettberg would be good for 60 days. Star Electric was 30 days for their bid. Trustee Nelson spoke up and asked if we get a generator, then are we going to have to do some digging to put in the new amp service? Warren stated that it makes more sense to just have Star Electric do everything, because we would have to have them come out and put in the new service line. Warren stated that right now if we get a generator, then we have only one place that we can put it, but if we move it to another location outside the building, then we would have to have the install of the 200 amp service. The total cost for Star

Electric to do everything would come out to \$14,336.36. Trustee Nelson wanted to know how soon they could start on the project. Warren reiterated that it just makes more sense to stick with one company for everything. He was unaware of when Star Electric could start on the project but was going to reach out to them before the next meeting. Trustee Paso asked how soon Rettberg could start and Warren stated that they could within 4 to 5 weeks, but they would not be able to do the aerator system at the pond. Trustee Lawrence asked our Treasurer, Beverly Merano, what fund this would be coming out of, if we went ahead with the project. Beverly stated that it would be coming out of our general fund. The board wanted to know if we could go ahead with this. Trustee Lawrence stated that, yes, a back-up generator would be nice, but looking at money wise, can we really afford to go with this just yet? Trustee Warren spoke up again and stated that, the only reason he brought this up was just in case of power outages again, or bad storms come through and we would need to electricity to function up at the village. Foreman Mark Wolfe spoke up and stated that had received a message from Star Electric and they stated that they would be three weeks out. Trustee Nelson says, that he sees the importance of having one, but that right now with funding, it just would not be a good idea at this time. There was discussion about that the fact that the village would be getting funding in from property tax in October. Beverly Merano brought up the fact that we would still have to pay our insurance for the village, which would be coming due in the next few months. Trustee Paso wanted to know if these companies could wait till November to hold off until we see what is coming in the next few months.

- Using an aerator system for the park pond- Trustee Lawrence spoke up with regards to this and stated that we do have the quote from Star Electric for the power for the aerator, trenching and install of PVC, and wiring as well. With labor and materials, the cost would be \$2,075.57. Living Water gave a bid for the aerator system just to sit down at the bottom of the pond and it would bubble up. The cost would be \$3,420.00. Lawrence stated that he attended a meeting at the American Legion and they had said if the village would go in half, that they would pay the other half for the aerator system. The total cost for everything would be \$5,275.57. Trustee Lawrence stated that our cost would be \$2,637.78 if we go in half with the American Legion. Trustee Gibson spoke up and stated that when talking about a generator for the village, we have not had power outages for quite some time and then with regards to the aerator system, he stated that in 72 years, there has not been too many issues with the fish dying. Gibson feels that we do not need an aerator system down at the pond. Trustee Lawrence spoke up and stated that the only reason this was brought up, was since when the weather was hot, that it killed the fish in the pond and that he was just told to investigate the systems to possibly help with the issue. Lawrence stated that with the claim money that came in from the building that got hit, this money was going to be used at the park for fixing things up as need be. Lawrence spoke about the building down at the park that will be rebuilt soon and that the toilets were updated and the bathrooms were updated as well. Trustee Lawrence made a motion that if the American Legion were to pay half, that the village would pay for the other half on the aerator system. Trustee Gibson spoke up and stated that they kill of the fish down at the pond actually helped, because it got rid of the carp. Trustee Nelson spoke up and stated that if we are looking at purchasing the building at the lake, he would be more in tune to put money into purchasing that, then putting it into an aerator system. Mayor Robert Morris spoke up and stated that the park money would have to be used for the park only. Trustee Gibson made a

motion that we do not put an aerator system down at the pond. There was no second motion, so Trustee Lawrence made his motion again that if the American Legion would pay half, that the village would pay the other half. A second motion was made by Trustee Nelson. Gibson- no, Paso- yes, Lawrence- yes, Warren- abstain, Dees- yes, Nelson- yes.

- Vote on donating the property across from the park- A motion was made to donate the property across from the park to Dona Bechelli by Trustee Nelson. A second motion was made by Trustee Gibson. All Ayes.

- Vote on boat sticker money going into the lake fund- A motion was made by Trustee Nelson. A second was made by Trustee Dees. All Ayes.

- New Business-

- Putting up a gate at the Sewer plant- Trustee Warren spoke up and stated that a few concerned citizens had been worried that people could go in there or possibly kids and they didn't want to see anyone get hurt. There is a gate but it just needs to be closed and locked. Foreman Mark Wolfe stated that sometimes the workers forget to shut the gate when they leave, but he reiterated that he would let them know that they need to do this every time.

- Jeisyville Master Meter purchase- Foreman Mark Wolfe spoke about the meter for Jeisyville and how the whole base of it would have to come out. He stated that we are needing to upgrade it to the new cellular meters but because the meter itself, is too old, then we would need to purchase a new master meter for it. He stated that the old meter is not registering correctly or giving readings correctly as well, so they guys are having to just estimate the usage. He stated that a brand new 4 inch meter would cost \$3700. He stated that for a rebuilt meter it would cost \$1735. Mark stated that he just wanted someone to make a motion to go ahead and buy the rebuilt meter. A motion was made by Trustee Nelson to buy the rebuilt meter. A second was made by Trustee Warren. All Ayes.

- New Electric Service for the Village Hall- This was already discussed previously, so Foreman, Mark Wolfe asked if the board just wanted to table this till the next meeting. A motion was made by Trustee Nelson. A second motion was made by Trustee Dees. All Ayes.

- VISITORS:

VISITORS- A PERSON SHALL BE PERMITTED AN OPPORTUNITY TO ADDRESS OFFICIALS UNDER THE RULES ESTABLISHED BY THE VILLAGE (3 MINUTES PER PERSON) 5ILCS 120/2.06g-

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

- Zoning report- Trustee Lawrence stated that he issued 2 building permits.

- Approval of Treasurer's report- Beverly Merano stated that she had handed out her report to all the board members to look over. A motion was made to approve the treasurer's report by Trustee Gibson. A second motion was made by Trustee Nelson. All Ayes. Trustee Lawrence spoke up and had a few questions in regards to the profit and loss on the water fund. He just wanted to know where we were at today with the funds for the water, especially with the new meters that were purchased. Beverly stated that we closed out the savings and we still have a CD that is worth \$103,000.

- Clerk's report- The Village Clerk, Stephanie Brown stated that previously Trustee Warren had asked about the RV spots out at the campground. Stephanie stated that only one person had paid for 2 spots, but there were around 4 people that had called before the Labor Day weekend to inquire about the spots, but never paid for them. She stated that after about a week since the Labor Day weekend, there were a few checks in the box that were to pay for a few RV spots out at the lake. Stephanie reiterated that this is not how to do business with these spots. She stated that you must call and see which spots are available and then pay for them prior to going out to camp. Stephanie did state that there are ways to pay on line for these spots but people would need to call to get that information before going on line to purchase the spot. Foreman Mark Wolfe spoke up and stated that there really needs to be a sign posted out at the lake that says, you need to call this number to reserve your spot. The clerk spoke up again in regards to the Bulk Water machine and how we had finally got the ethernet cord hooked up, so we could use the card reader machine.

- Police report- Our new officer Tyler Mahan handed out his report in regards to the police department. Tyler stated that there were 35 calls and 3 arrests. The monthly spending for August was \$583.42. Their fuel costs and monthly bills needed to be added to this as well but did not have those yet. Tyler spoke about the K-9 kennel that needed to be moved to his house, since he will be taking over the dog. Tyler has been waiting for his waiver of approval from the Illinois Law Enforcement to be able to begin patrolling for Kincaid. Lastly, Tyler stated that he is waiting on dates for the K-9 academy through the Illinois State Police.

- Foreman's report- Foreman, Mark Wolfe stated he handed out his report to the board members. He also stated that they have been working hard on getting the new meters put in and now have almost 325 put in. He spoke about the fact that these new meters can detect the leaks and usage hour by hour, day-by-day. He stated that routes 2 and 3 have been done and they are almost done with route 4. They are hoping by next week they can start on route 1. Trustee Warren spoke up and wanted to know how the training was going with the new software. Clerk, Stephanie Brown spoke up and stated that it has been going well and that Nick Clark, who is with Beacon and Badger Meter, had left us the materials that we needed to use for importing and exporting files from ACS to the Beacon website. Stephanie stated that previously the board has spoke about her having a time-line to learn how to do the bills and deposits, but that as of right now, she is focusing on the new meters and getting everything into the system accurately. She stated that it will take a few months to work out the kinks with everything. Stephanie also mentioned that her mother's health is not doing very well and that she will probably have to take some time off next month to travel out of state. With that being said, she would like to make a binder with all information that would be needed in the office while she is gone. Foreman, Mark Wolfe spoke up and stated that right now it is crucial with the new system, because we are coming up on calculating the bills and having to flip from the old system to the new system. He also stated that we are taking the old readings and must add to the new readings from the new meters. He also stated that the next 2 months with printing the bills will be a bit of a struggle.

- President's report and comments- Mayor Robert Morris stated that the only thing he wanted to say, was that we had received something from the Youth Association, but that we would talk about it at the next board meeting.

- Trustee's report and comments- Trustee Gibson spoke up and stated that he wanted us to put on the agenda for the next meeting talk about doing some work out at the lake. Trustee Lawrence spoke up in regards to the property next to the church and how he and Mark had wanted to talk to the fire department to look at the property and see if needed to be condemned. Lawrence stated that the fire chief here, is not certified and that they stated we might have to call Taylorville's fire chief. Lawrence stated that they said maybe we should set up our own ordinances with regards to condemning properties. Lawrence was stating that some of these buildings are a fire hazard and that some of them are also falling in. He also stated that, we as a village are maintaining these properties. He spoke about issuing citations for these properties and putting liens on them as well. Trustee Sue Paso spoke up with regards to these properties being a hazard and that we should get ahold of public health to see if they could do anything. She spoke about these properties that are not fit to live in and that some of them have all kinds of creatures running around in them and kids could get in and get hurt as well. Trustee Lawrence stated that we as a village are here to help people with these issues and get the place cleaned up.
- Adjournment- A motion was made to adjourn the meeting by Trustee Nelson. A second motion was made by Trustee Lawrence. All Ayes. The time was 6:45 p.m.

The minutes were typed up by the Village Clerk

Stephanie Brown