

VILLAGE OF KINCAID
115 CENTRAL AVE. KINCAID, IL. 62540
TIME- 6:00 P.M.
MONDAY, JUNE 12, 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, Dees-here, Nelson- here

The pledge of Allegiance of recited by all who attended the meeting.

- Approval of Minutes from May's meetings- A motion was made for approval by Trustee Lawrence, second motion was made by Trustee Nelson. All Ayes.
- Jessica Rabideau to speak about an Ordinance Violation- Jessica first asked how she could obtain copies of the Ordinance Violation's. She stated that she knows she had a few that were given to her but wanted to obtain copies of them. She stated she probably has almost \$850 dollars in violations, which are in regards to her property and the vehicles that are on her property with no plates or stickers. Officer Seath Hubbs stated to her that she was given warnings prior to the Citations on the vehicles and the camper that are on her property. She stated that on the said day, that the cops had come down to give her the citation on her camper, and that the officers had gone into the camper. This was re-iterated that it was not the cops that had gone into the camper but her nephew who had gone in. She spoke in regards to the violation that she had received back in December of last year. She stated that she took care of the fine and the issues, but that she likes to scrap stuff for money and so that is why there are quite a few things on her property at this time. The mayor spoke up and stated that unfortunately it is an Ordinance Violation to have scrap of any kind in your yard. Jessica stated that Chief Mathon had told her last year, that he would give her some time to come up with the money for the citations and have the things cleaned up. Mayor Robert Morris stated that she was warned about the trash in her yard, then after it was not cleaned up, she received a citation and unfortunately, she would have to pay for it. Jessica's significant other stated that they do this scraping stuff for extra income because times are hard right now and they must do what they can right now. Trustee Nelson spoke up and asked what Jessica wanted help with. Jessica did show proof of the plates and stickers for the one citation. Trustee Nelson stated that we would forego the other citations, which has been taken care of, but she would have to pay for the new citation of the junk in the yard for the \$250.00. Jessica stated that she would be able to pay the \$250 by the next business day. A motion was made by Trustee Nelson to have her pay the \$250.00 only. A second motion was made by Trustee Lawrence. All Ayes.
- April Wolfe to speak about representing the village for marketing and social media- April introduced herself to everyone and spoke about being the marketing manager. She passed out her proposal to the whole board and presented her ideas to everyone. She spoke about not

taking away from anyone's position here at the village but it would be an addition to the village of Kincaid. She spoke about the infrastructure and the outward appearances of Kincaid and what she could do to help with that as far as the marketing side of things go. She spoke up about the fact that there are so many things going on in the office, with regards to answering phone calls, waiting on clients, and taking payments as they come in, that there is not enough time in the day to be able to spread the word about different things in the community. April has been a member of the community for many years, so she is very familiar with the town and what kind of things she feels could be of an improvement to the community overall. April stated that she does have a background in this area and that she feels this would be beneficial for the town and the community. She stated that marketing somehow takes a backseat, since there are so many things that the clerk and foreman must do in the office. She stated that marketing and advertising things for the village are the best way to spread the word to people in the community and, out of the community. She also spoke about how negative comments are always getting out into the community but she is wanting to showcase more positive relations to the village and surrounding areas. April spoke in regards to how things have changed so much from the old days, to now. Everyone used to connect via phone calls and now everyone is using the power of the internet and social media to connect with people. She stated that these are the best ways to spread the word to communities about news, events and anything that relates to our village. April presented her ideas to the board in regards to the marketing aspects and social media insight for the village of Kincaid. The board decided to table this idea till the next meeting. A motion was made to table this by Trustee Paso, a second was made by Trustee Gibson.

- Purchase new water meters- Ben Morman who is with Midwest Meter spoke up about the new water meters. He wanted to see if we had any questions on the software that we would be using for the water meters. He stated that nothing has changed since the last time and they are still able to hold the price for the meters, which is \$195,000. Foreman, Mark Wolfe spoke up and stated that Chastain & Associates had called last week and stated that we did not receive the funding for our water project. We would not get the 50% off but he stated that we need to get this project pushed through so we can get things started with the new meters. This would be changing the meters and the lids on each one. A motion was made to purchase the new water meters by Trustee Gibson, a second motion was made by Trustee Paso. Nelson- Abstain, Dees- yes, Lawrence- yes, Paso- yes, Gibson-yes.

- 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

- Old Business

- Garlic Fest on Nov. 11th- Foreman Mark Wolfe spoke up and stated he, Trustee Lawrence and Trustee Nelson have been going over the spending and what would be needed to put this event on. He stated he called around to different places to check on prices for the food and other essential items that would be need for this event. The total cost to put this event on would be around \$2,300. The cost per ticket would be \$10/a piece. There would also be a

50/50 drawing, as well as other items to raffle off. A motion was made to move forward with this event by Trustee Nelson, second was made by Trustee Lawrence. All Ayes.

- Ordinance Fines for tall grass and weeds- Trustee Nelson stated that we have gone over this before but it was never really voted upon as to the fine amount and how tall. Trustee Lawrence spoke up and stated that this has been an ongoing problem, with people not cutting their grass and giving them warnings and failing to comply with ordinance. He spoke up about the problems with certain properties that the village had to cut the grass and someone had taped down bricks in the yard, which in turn, messed up the mowers for the village. This has been a costly thing for the village, as well as paying the village employees to go and mow the properties. It was talked about that if it is over 8" tall, the fine would be \$250.00 and then it would go up each time for additional citations. A motion was made by Trustee Lawrence to change the ordinance to if the grass is 8" tall, the fine amount would be \$250.00 and then if the village would have to cut the grass the fine amount would go up, to recover some of our loss. A second was made by Trustee Nelson. All Ayes.

- Lien's on certain properties in the Village of Kincaid- Trustee Lawrence spoke up and stated that of course this is just being picky-backed onto the Ordinance's about the tall grass and weeds but there are certain properties that need to be cleaned up and taken care of. He was stating that we just need to stay on top of some of these properties and coordinate with our deputies and then having the water shut off. He also spoke about after the fact, that if the properties are not taken care of, then putting the liens on them. Trustee Nelson stated that if we are going to have to take the time to put liens on multiple ones with ordinance violations, and then we must keep going back to that same property, then he feels the fine should double. The clerk spoke up and stated that every time we put on lien on a property it cost the village \$68.00. Trustee Dees spoke up and stated that we should also take into consideration for the workers time and effort that they must spend cleaning up these properties. Currently the board feels that we need to change the ordinance on this. This issue has become a repetitive thing for the village.

Trustee Lawrence stated that he wanted to make a motion, that if we must put a lien on a property that with all the costs and fees for everything and equipment costs, that should be on the amount as well. Trustee Lawrence made a motion that if we must put on lien on a property the fine amount would be \$1500.00. A second motion was made by Trustee Nelson. All Ayes.

- The use of sticker money from Golf Cart's, Side-by-Sides & 4-wheelers going into the park fund- This was talked about prior to but was never actually voted upon. This will begin on July 1st. A motion was made by Trustee Lawrence and second motion was made by Trustee Nelson. All Ayes.

- Possible changes to the employee handbook- This is still going to be tabled till the next meeting. Motion was made to table this by Trustee Nelson, a second was made by Trustee Lawrence. All Ayes.

- Use of tracker devices on all company vehicles- The clerk spoke up and wanted to know what the board had decided about this particular issue. The clerk also stated that Trustee Warren, who was not at this meeting, had previously said “Why should we have to put trackers on vehicles, if we don’t trust people?” Mayor Robert Morris stated that before, the issue was more with accountability on taking the vehicles home. Trustee Nelson stated that before we had been asking constantly about accountability, but at this time since we have someone in the police department who is doing things well and has been handling the department respectfully, then he feels it is not necessary to do this. A motion was made to hold off on this for now by Trustee Lawrence, a second motion was made by Trustee Nelson. All Ayes.

- Possibly using a buzzer outside of office to allow people in- The clerk spoke up and stated that previously there was a discussion in which there were certain citizens coming in and being disruptive while the clerk was trying to do her work. She did speak with a company from Springfield, who stated that they could come and give us an estimate on one, next week. There were two different options of a buzzer for people to speak into outside of the office and then one for a camera that would sit on her desk. The clerk feels that she does not need the camera on her desk, since she is able to see people coming to the door. The device would be something like what they have at the schools. A motion was made to table this idea, till we can get prices for the next meeting. Motion was made by Trustee Lawrence, a second was made by Trustee Nelson. All Ayes.

- New Business

- Raising water/sewer rates- Trustee Lawrence spoke up and stated that this has been on the discussion for quite a while. There was talk about raising it a dollar and this has been over two years now. Taylorville increases ours every year, so we are, 2 years behind right now. We are one of the lowest right now, except for Assumption. No one wants to pay any more money than they must, but we must keep up with Taylorville. The clerk stated that she found that back in 2020 is when it was raised. Trustee Nelson stated that looking at the overall picture would be that, instead of waiting the 2 years like we did, just having it raised by the 2% every fiscal year, so that people are not hit with a big increase all at once. He stated that no one would understand that we have waited the 2 years and been behind, but that we forewarn people that there will be a 2 % increase every fiscal year. So as of right now we would have to raise it by 4% to be caught up with Taylorville. The water rate raise will be across the board. Trustee Lawrence made a motion for us to go ahead and raise the water rates by 4% to be caught up and then we would look at this again come January of next year. A second motion was made by Trustee Nelson. Gibson- no, Paso- yes, Lawrence- yes, Dees- yes, Nelson- yes.

- Sending Village Clerk to the IRWA Administrative Conference- The clerk spoke up and stated that Jeff Tumiati had brought in the flyer for the conference and then the clerk also spoke to this daughter in regards to conference. His daughter had told the clerk this conference would be a good learning experience and that she would be able to gather quite a bit of information that would be useful for the Village of Kincaid. The cost of the two-day conference would be \$165 and that is for both days. Whether she goes one day or the two days, the cost is still the same. Trustee Lawrence spoke up and asked that once the clerk comes back from the

conference, then she could present the board with everything that she learned from it. A motion was made by Trustee Gibson, a second motion was made by Trustee Nelson. All Ayes.

- Possibly changing water rate on bulk water machine- Trustee Lawrence had spoke in regards to the new credit card reader that we will be getting soon for the machine. The clerk spoke up and stated that we will be charged \$10/mo fee for the machine and there is a 2% charge on top of that per swipe. Trustee Lawrence stated that this is just something that needs to be thought about, since we are no longer wanting to accept cash and the fact that the quarters get stuck in the machine all the time. Foreman, Mark Wolfe spoke up and stated that he is called quite often on the weekends to come and fix the machine, just for this issue. He stated that right now you can get 168 gallons for \$1.00. We are the cheapest around right now for bulk water. Trustee Lawrence stated that maybe we should wait to raise it after we get the new credit card reader machine in and see what we could raise it to. A motion was made to table this till the next meeting. A motion was made by Trustee Nelson, a second was made by Trustee Gibson. All Ayes.

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

- Zoning report- Trustee Lawrence stated that he issued one building permit on a gazebo.

- Approval of Treasurer's report- Treasurer Beverly Merano stated that she handed out her report to the board members. She also stated that at this time, she feels that they need to go ahead and close out the savings account for the OMW. This would be a transfer to the water fund since there was a negative balance. A motion was made to make this transfer by Trustee Lawrence, a second was made by Trustee Gibson. All Ayes.

- Clerk's report- The clerk reported that the safe lock has been fixed since last month. The contents in the safe have not changed except for water bill payments and a half a bag of quarters that are from the bulk water machine. She stated that this is also an envelope that has the money that we have been collecting for the Jack Hanlon memorial. It does have a list of the people who have donated and how much. She gave a report of what we have collected in bulk water and with the purified water machine. She also stated that last month the garage sales were a success for the village and that everyone was very appreciative of the compiled lists that were handed out for the sales. She lastly stated the on Tuesday the 13th of June, the auditors would be in the office, so they were going to close the office down for the day. She made sure to post this on line and put a sign on the door. Trustee Lawrence asked the clerk about if she had heard anything from CTI, as to when we would be able to get signed up with them. The clerk stated that she had just received an email from their representative stating that, they are looking at a few weeks and they should be ready to go. The clerk will have all the information as to the cost differences with what we are paying now with Consolidated for the next board meeting.

- Police report- Officer Seath Hubbs handed out a list of the calls and stops they had made in the past month. He spoke about all the ordinances that they have been issuing as well. Seath also spoke about their budget and how much they have been spending.
- Foreman's report- Mark Wolfe handed out his report to all the board members. He spoke and stated that CTI's boring crew are out of town now, so that would give them more time to work on other things here in Kincaid. He also spoke about getting some patching jobs done as well.
- Attorney's report- no attorney's report at this time.
- President's report and comments- the president had no report or comments at this time.
- Trustee's report and comments- Trustee Nelson spoke in regards to the Sunday-Funday event, which is coming up on June 25th from 12-6pm at the park. He stated that the only thing they would not have this year, that they had last year, was the pony rides. Everything else would be the same as last year. He also spoke about reaching out to certain companies in regards to getting solar for her in Kincaid. It costs nothing for them to come and give us an estimate on what it would take to go solar. He is wanting to get estimates for here at the village and for the park as well.

A motion was made to go into closed session by Trustee Lawrence, a second was made by Trustee Nelson. All Ayes. The time was 7:10 p.m.

- Closed Session:

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 Nelson, second was made by Trustee Lawrence. All Ayes. The time was 7:40 p.m.

A motion was mad to adjourn by Trustee Gibson, a second was made by Trustee Nelson. All Ayes. The time was 7:45 p.m.

The minutes for typed up by the Village Clerk

Stephanie Brown