

VILLAGE OF KINCAID
115 CENTRAL AVE. KINCAID, IL. 62540
TIME- 6:00 P.M.
MONDAY, JUNE 5, 2023
SPECIAL 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 (via phone), Nelson- here.

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

- Special Guest:

Chastain & Associates to speak about the open bids for the sewer project- Special Guest Stephanie Brown with Chastain & Associates handed out the project paperwork that stated how much the bids were for, what we could get approved for and how much we would have to pay per month for the remainder. She spoke about the bids that were opened on June 1st of this year. She went through each bid for each of the divisions. She stated that we are waiting for the bid to go through with the IEPA. She stated that there are three options that we could consider. One, we could accept the bid and go ahead and move forward with the project for the physical year or wait till next year to see if there will be less cost with more bids in the following year. She stated we could try and look for ways to improve the overall cost, as to save money in the long run. We have already paid quite a bit out in engineering costs, so we could cut that out of the cost of the loan for the project. We would have the opportunity to get principal forgiveness on the loans, but that would be up to the IEPA. The cost for us if we accepted the bid as is, would be \$3500 a month for the village. There was question about if the loan was a 30-year loan but Stephanie Brown stated that it is a 20-year loan. There was talk about using plastic or stainless steel for the piping on the sewer project. Division A cost would be \$731,500 and Division B cost would be \$363,934.50. She stated that any cost cutting measures would be helpful. She did state that the cost will go up next year with IEPA but it would not be a big difference. There is a 30% forgiveness on the loan. Treasurer Beverly Merano spoke up and wanted to make sure that we did not have to pay interest on the payments that we have already made to Chastain & Associates. These amounts can be deducted from the loan amount according to Stephanie Brown from Chastain & Associates. Trustee Nelson wanted to know why we had to get this done so quickly but it was told that the IEPA only had a couple weeks from the time the bids were out. Since the payments will not start till next year, Trustee Paso asked if we could go ahead and start putting the monthly amount into a savings account to start saving the money and using it later for the loan payment. A motion was made to go ahead with the bid for the sewer project for \$1,168,000 by Trustee Nelson, a second was made by Trustee Paso. 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- There were no visitors at this meeting.

- Using Nu-Wave Carwash for Credit Card Reader on Bulk Water Machine- Village Clerk, Stephanie Brown spoke about Cryptopay for the card reader. She gave a total of the overall cost for the machine and installing of the card reader would be \$1,561.18. She had asked Foreman, Mark Wolfe if the company had ever given him the cost per swipe or if there was an additional cost for the village. There have been so many issues with jams of quarters in the machine and having the village employees fixing it quite a bit. The card reader would save the village a lot of headaches from having to come, even on the weekends to fix the machine from jamming. A motion was made by Trustee Nelson to go ahead with the new card reader for the bulk water machine. A second was made by Trustee Lawrence. All Ayes.

- Limit on Company Credit Cards- Trustee Lawrence spoke up and stated that this particular issue had changed several times from \$500 to \$3000. He had stated that he and Trustee Warren had been going over some numbers and they just wanted to be fair as far as the amount of spending goes on the cards and accountability. So, for Police department it is a monthly budget of \$3,000, street department has a monthly budget of \$3,000 and the clerk's monthly budget is \$500.00. Trustee Nelson spoke up and stated that they had done a lot of figuring in the past with regards to expenditures, gas, and equipment to make sure that the budget would be enough to allow for expenses. In the street department there are costs to supplies, repairs and overall fuel cost. Trustee Warren was just wondering how they came up with the totals for the monthly budget. He also asked in regards to when the city buys equipment, that the equipment does belong to the city. Whenever anyone uses the cards for any purpose, they are to give the receipts to the clerk for payment at the end of the month. Trustee Nelson stated that the board had gone back 5 years to figure up about the expenditures, especially with the cost of fuel that has gone up in several years. Trustee Paso spoke up and asked that when we have certain equipment for the village if there is a bar code or something that is registered to the vehicles themselves, in case if one was to get lost or stolen.

- How much money needed to be collected for Jack Hanlon Memorial- Trustee Lawrence spoke up and stated that this has been discussed in the past. He stated that we are going to be needing around \$2,625 for the bronze memorial. It would be a 16X24 plaque that will have Jack's picture on it and it would be put up at the ball park building. We are still collecting money for this but we are about \$1500 away from where we need to be to purchase the plaque. We have collected around \$1250 so far. Jack did so much for the community, so anything that is raised over what is needed, the day of the memorial, we will supply hot dogs, chips, and soda for the community, free of charge and we will have a small ceremony for this. The Village Board decided that we would donate \$1,000 to go towards the plaque. A motion was made by Trustee Lawrence for the village to donate \$1,000 towards the memorial. A second was made by Trustee Nelson. All Ayes.

Time- 6:50 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 Paso. All Ayes. The time was 7:45 p.m.

A motion to adjourn the meeting was made by Trustee Warren, a second was made by Trustee Nelson. All Ayes. The time was 7:50 p.m.

The minutes were typed up by the Village Clerk

Stephanie Brown