

**Village of Wapella Board Meeting**

**Wednesday, February 15<sup>th</sup>, 2023**

**Village Hall – 7:00 pm**

Meeting called to order by Village President, Dennis Klatt.

**Pledge of Allegiance**

**ROLL CALL:**

**Present:**

Dennis Klatt

Sean Holland (arrived late)

Lauren Johnson

Jane Buraglio

Mark Miller

Steve Marht – Attorney

Robin Morrow – Clerk

**Approval of Minutes:**

Motion made by Jane Buraglio to approve the minutes for January 18<sup>th</sup>, 2023 meeting. Second by Mark Miller. All voting yes.

**Bills:**

Jane pointed out a few things about the bills. A portable generator is on the bills and solar lights. Also two bills not on the list that just came in today. Motion made by Jane Buraglio to approve the bills as presented to the board with the addition of Pockins for \$60 and Graves for \$33.93. Second by Mark Miller. All voting yes.

**Department Reports:**

**STREETS: Jane Buraglio**

**Shop Renovations**

We have acquired used cabinets, materials and storage units. These are being incorporated into areas in the shop, office and cold storage. As long as the weather keeps the men inside, these projects will continue.

**Outside Work**

We've had a nice break in the weather and the men were able to get some brush picked up and also spread some rock in some alleys and along the edges on Main Street.

**Community Center**

The men did some work on the inside front doors and the threshold. They also installed some shelving units in the storeroom.

**HEALTH & SAFETY: Lauren Johnson**

Tyrell with Clinton Youth Baseball was present with options in regard to purchasing a new outfield fence at the ballfield. They are looking into the outfield fence at the ballfield. Lauren stated that last year they used the temporary fence and wasn't sure if it belonged to the village

or not. Jane asked about the fence and Tyrell stated that it is a mesh fence. Lauren brought this to the board to see if there is interest in covering the cost of the fence or splitting the cost of the fence. Mark asks if this new fence was also temporary or was it going to be permanent. Tyrell explained that it would also be temporary. Jane and Lauren agreed that this would be added to the agenda for the next meeting for further discussion and possible approval. Tyrell thanked the village for the use of the Wapella ballfield as it allows these kids to have somewhere to play and they are very appreciative.

**WATER: Sean Holland/Jane Buraglio**

**Water Main Break**

February 2, 2023 in front of 105 S Poplar. We were notified at 8 am. It took a few hours to get the area located with an emergency Julie. The area was dug. The leak was located and exposed. The main was not shut off and the repair was made under pressure. No Boil Order was required. Once the band was secured, the hole was backfilled with sand and covered with rock. Equipment and men were back to the shop about 9:30 pm.

**Leaks**

The last auto reads detected two leaks. Both were the second time they were notified. As far as I know they have not been repaired. I believe it is up to the homeowner to get the leaks repaired within a month of being notified if they expect any kind of adjustment on their bills.

**ZONING: Mark Miller**

Nothing to report.

**FINANCE: Jane/Pat**

**FINANCE REPORT**

Account Balances as of January 31, 2023

General Fund Checking	\$135,307.72
Park CD (Heartland)	\$ 41,564.04
Park CD (DeWitt Savings)	\$ 54,679.87
Police CD (DeWitt Savings)	\$ 18,402.95
Water Fund Checking	\$ 68,808.54
Motor Fuel Checking	\$111,967.77
<u>Water Project Fund Checking</u>	<u>\$111,748.40</u>
<b>Total:</b>	<b>\$542,479.29</b>

**MFT Audit Update**

Jane scanned and emailed over 400 pages of MFT documents from 2011 to 2021 to Brian Trygg at IDOT. He was able to go through them and sent back a list of additional information he needs. There were a few irregularities with transfers and deposits into and out of the MFT Fund in those years. When funds are discovered not deposited in the right fund and then transferred, we owe the MFT Fund accrued interest. He sent me some documents showing how that interest is calculated. The same thing will happen with the payments made out of the MFT Fund that are deemed unauthorized spending.

In 2016, \$4704.88 was paid to TMS and Carri Scharf for non-authorized invoices. GF owes MFT those funds plus interest.

A 2018 Bank Statement shows an in-person transfer to GF of \$5401.04 and I can't find anything to tell me what that transfer was for. Jane is hoping Neal was able to find some notes for this entry in the 2018 audit. Mr. Trygg said the GF will have to repay the MFT Fund plus interest unless she can find supporting documents for the transfer.

In 2019 there was a check made to Rodger Sprague for \$1246.20 out of MFT. GF will owe to the MFT Fund plus interest. Rodger's invoices are not MFT authorized.

In 2020 the DeWitt County Highway Department was paid \$1806.00 for an invoice clearly marked non-MFT. The GF will owe that to the MFT plus interest.

So all totaled we may be transferring approximately \$13,158.12 plus accrued interest out of GF payable to MFT when this audit is completed.

Wapella Township has moved into their new building. At their meeting last night, they decided to make a monetary donation to the Village to thank us kindly for letting them use our conference room as their office. They want to donate \$3200 and they would like to see us use the money toward the park renovations.

**WATER OPERATOR: Steve**

Nothing to report.

**CLERK: Robin Morrow**

Nothing to report.

**FOIA OFFICER: Robin Morrow**

Nothing to report.

**WEBSITE: Jane Buraglio**

All updated

**PUBLIC COMMENTS/Village Organizations:**

Dale Karr started off mentioning the leaf pick up. These leaves are not being picked up in a timely fashion. He commented about the village employees not doing their job. He also mentioned about the raises for these employees, and it is crazy on wages. He feels they are not doing their jobs and these raises are not warranted.

**NEW BUSINESS FOR DISCUSSION, APPROVAL, AND POSSIBLE VOTE:**

- 1) Neal Keuster – 2022/2023 Audit and possible engagement of Feller & Kuester for the 2023/2024 audit.

*Neal presented the board with three letters and the audit report for 2022/2023. He passed out copies to everyone as he went through everything. He did not spend much time on the first two letters. The third letter Neal went down the list of items to bring the board's attention of things that are covered and noted in the audit: Required communication, Findings/Weaknesses of being a small village, Management letter, Check Signing, Bank Deposits, Water Deposits (Deposits for*

Renters) and keeping an accurate list, Water Report – Locis to Quickbase to be reviewed monthly as they don't always match, Underestimating Water Meter readings when broken, Special Bank Accounts and money transfers monthly, Salary/Wages going to the right account, Water fund reimbursement to General fund, and then the 10% increase to the quote for services for next year. As Neal went through the actual report, he did point out that the Village revenue was up, which was good. He went through the pages of the report and pointed out the increases and decreases in each of the funds. He also wanted to make sure the board knew there was still money for police protection which has been used on police protection. He also stated that overall this year's audit and the documentation provided went much better. He really feels that the list of comments will continue to decrease. Jane asked about the possibility of getting the audit started and done earlier next time. Neal commented that they are working on getting back on track and they are not taking on any new clients. Neal thanked the board for their time and asked if there was anything else the board needed to please call.

- 2) Steve Shaefer & Ron Fugate – MR Systems Wireless/Fiber Optic Project  
Representatives from MR Systems presented the board with a proposal for Wireless/Fiber Optic Project for Wapella. They provided slides explaining the project in great detail. They pointed out that they are bringing back franchise agreements and explained how that works. He pointed out that they are a local company and want to build better relationships. They will work with the village to get approved permits before doing any work. He went through a flowchart and what their needs/requirements are to begin this project, such as a staging area, access to a hydrant, etc. He covered the speeds of the wireless packages and pricing options. He presented a board with a map with the lines and where the fiber optic will be laid and pointed out that it is not set in stone and can be modified. He explained the process for the fiber going to the house. Then each home will have its own device getting internet service. He continued to explain the process by getting the fiber into the ground and trenching. Dennis asked about how this project will affect the routers. They explained the differences with routers and that some may need to be replaced with this new service. He did point out that if using the one they issue there won't be an issue. They continued to discuss the up and down time of the internet. Dennis also asked about internet reliability referring to a recent issue with Mediacom. They mentioned that there would be a generator and that if there was a power outage there would still be the internet. This is mainly due to the fact that this is all underground and not aerial. They reviewed the timeline of the project which was also in the slide presentation and pointed out that permitting is the biggest part of the project. They confirmed that everything going into the ground is traceable and 24-30 inches in depth. They pointed out the contact information is very important and that there is a possibility of hitting old analog phone lines when

*installing/trenching to the homes. Their plan is to start in town and then move to get everyone out of town as well. They will continue to move on eventually and get those customers in the country. In addition, since they are a local company, they will even come back 1-2 times a year and review any issues/concerns with the village and their services. It was stated that it could be approximately 3-4 weeks approximately before breaking ground and getting all the equipment available.*

*The board thanked MR Systems for the presentation and they will add it to the next agenda for next meeting for possible vote and approval to proceed with the project. Mark did point out that we should give them a copy of the lengthy ordinance that is being addressed at tonight's meeting. Jane gave them a copy.*

3) Frontier – Fiber Optic Project (if present)

*No one present.*

4) Discussion and possible approval of the Ordinance Establishing Standards for the Construction of Facilities on the Rights-Of-Way.

*Steve pointed out that this was the IML Right-of-Way ordinance that was drafted by municipal attorney's and covers about everything in regards to working in the right-of-way. He stated that this ordinance is intended to replace or supplement a franchise agreement. He pointed out that a franchise agreement is discussed on page 5. This ordinance can work in conjunction with a franchise agreement, or each can work separately. This ordinance is intended to protect the village in the event of any issues with construction projects. MR stated that they will use whatever the village decides to use as they do not have a standard agreement. Steve pointed out that this ordinance is just a standard that IML recommends to villages. Jane comments that she would be ok with starting the application process tonight. Steve and Mark mention that there is a \$25 permit fee. Steve mentioned that in theory there should be a village engineer overseeing the project, however, in this case it would be Mayor. There was further discussion about pricing and price increase. Steve stated that the village would need to get together the terms of the franchise agreement before a vote and approval to proceed with the project. It was decided that the board would table this until the next meeting.*

5) Discussion and possible approval of the Kinder Company estimate to fix the park lights.

*Jane met with Kelly Kinder for estimate. Sean commented that it was a weak estimate based on the fact that they won't know what the actual repairs would be until they started digging. Sean asked if there was any guarantee on their work. Jane agreed that there would be some sort of guarantee if the work was completed, and the lights went out the next day or week. Mark pointed out that they would also want to pay attention to the labor hours. Jane pointed out that*

*the village employees would be doing the digging. Motion made by Jane Buraglio to enter into the agreement with Kinder Company to locate and map the area of the park lighting using our equipment and men to repair the park lights. Second by Sean Holland. All voting yes.*

- 6) Discussion and possible approval of hiring the assistance from Jamie Wilkey of Lauterbach & Amen LLP for the ARPA filing.

*Jane stated that this is for the ARPA fund of \$70,000. She did go to the website and stated that this is what Steve recommended. There is a fee which is \$250/hour and she estimated it will be 4-8 hours. Jane stated that she felt it shouldn't take more than 4 hours as she is actually a quick learner. She will need to find out if Jamie would come to the village or if it would be remote. Jane feels this is important so that the village does not have to give back \$70,000. Jane Buraglio made a motion to hire Jamie Wilkey of Lauterbach & Amen LLP for the ARPA filing not to exceed \$2000 which is for 8 hours of time. Second by Lauren Johnson. All voting yes.*

- 7) Discussion and possible approval of setting the Town Clean Up dates.

Jane stated that Wapella Says Yes has set up the dates for city-wide garage sales and typically the village does Town Clean up right after the sales. The sales are scheduled for the first week of June – 2<sup>nd</sup> & 3<sup>rd</sup>. It was suggested that the Clean up should be June 4<sup>th</sup> through the 10<sup>th</sup>. Everyone seemed to agree. Mark Miller made a motion to schedule Town Clean up for June 4<sup>th</sup> through the 10<sup>th</sup>. Second by Sean Holland. All voting yes.

- 8) Discussion and possible approval of rescheduling the regular March board meeting.

*Due to some scheduling conflicts, it was discussed to move March's board meeting to the fourth Wednesday instead of the third. Motion made by Jane Buraglio to move the March 15<sup>th</sup> meeting to March 22<sup>nd</sup>. Second by Lauren Johnson. All voting yes.*

Motion to adjourn made by Mark Miller. Second by Sean Holland. All voting yes.

Meeting adjourned @ 8:33 pm

Respectfully submitted by:  
Robin Morrow, Village Clerk