

Village of Wapella Board Meeting

Wednesday, June 21st, 2023

Village Hall – 7:00 pm

Meeting called to order by Village President, Dennis Klatt.

Pledge of Allegiance

ROLL CALL:

Present:

Dennis Klatt

Mark Miller

Jake Simmons

Jane Buraglio

John Goergen

Carl Spath

Sean Holland

Steve Marht – Attorney

Excused

Robin Morrow – Clerk

Approval of Minutes:

Motion made by Jane Buraglio to approve the minutes for May 17th, 2023 meeting. Second made by Carl Spath. All voting yes. Motion approved.

Bills:

Motion made by Jane Buraglio to approve the bills as presented to the board. Second made by Jake Simmons. All voting yes, including Dennis's vote. Motion approved.

Department Reports:

STREETS: Jane Buraglio

Town Clean Up is coming to an end. We have used 4 free roll offs out of 8. The 4th one is still on site. It still has room in it and will probably be hauled away on Friday. Jake helped both weekends and Jane thanked him for that. Rather than pay for a metal recycle container, we decided to pull as much metal out of the roll offs as we could and hold it in the empty bunker next to the burn pile. One load has been hauled to Bloomington and we collected \$155 as a result. From there, the truck was tested and, on the way back, about 11 tons of sand was picked up. Paul has made the effort to tell several property owners with excess junk in their yards about the roll offs available at the shed. There have been a few properties cleaned up as a result. Jane is always surprised at the people in town that don't take advantage of the roll offs. She thinks we would like to see another Town Clean Up in the fall and use the other 4 free roll offs.

Extending a few thank you's:

To Brad Karr for taking his tiller over to the park and tilling up the areas where Kinder Company had to dig and bury electric wires for the trail lights. Those areas look much better. Extra dirt was put in various holes and in areas where trees were cut down.

To Clyde Leggett for assistance locating multiple water lines and valves south of the auction house, on the northeast corner of Thorps Road and US 51, and on Valerie Lane. Also, for helping to locate multiple drainage tiles.

To Dennis Klatt for help mowing part of the railroad right-of-way.

MR Systems is still in town, and Jane is very impressed with their work. Probably their biggest hold up is waiting on the USIC locators to locate gas and communication lines. Steve has complained to Julie about this several times. When they see a yellow or orange mark, Steve doesn't always trust the marks and will water vac out the area until they see

the actual gas line or cables before proceeding with boring. Paul has arranged cooperative work with MR Systems. We provide a place for them to dump the good dirt they vac out of holes. We can use the dirt. We are providing some sand to refill areas around their boxes and holes. MR has helped us open holes for meter pits to see and measure gas line depths where we have planned drainage projects. MR found a broken tile along the new sidewalk at St Patrick's Church probably caused by the roofing company. He left the hole open for them to make repairs.

HEALTH & SAFETY: Sean Holland

Sean called out Steve Evans and Carla and the work that they have done at the park. He comes from Deer Creek to do this work and Sean is very appreciative. He wanted to say thanks and let everyone know.

Kelly Kinder has fixed lights at the park. A dead tree has been removed.

Sean also wanted to thank Wapella Says Yes for all that they do with concessions at the part for ball games.

Dennis asked about the new fence for the park. Mark mentioned that even though the village was going to cover half of the cost with the Clinton Ball group it did not get approved.

WATER: Carl Spath

Carl brought up the list of inactive accounts still with balances. His recommendation is that we should talk to the auditor and possibly clear these accounts.

Dennis asked about the water testing for certain chemical levels based on a letter he received.

ACCOMPLISHMENTS FOR THE WATER DEPARTMENT THIS PAST MONTH.

Jane stated that there were so many Julies that Scott had to start a new notebook. MR Systems has helped us open the ground for two new meter pits on Valerie Lane. They discovered a curb stop buried in the ground at each location. We are assuming there may be curb stops at each residence and they need to be brought to the surface. Paul has assembled the parts needed to make the meter pits and located parts to install new meters. We have been told that some parts and fittings are 20 weeks out, but Paul was lucky enough to find what we needed. These new pits and meter installations are costing us about \$1000 each. We were left with the most difficult installations. We might have about 49 left to do after these.

A new meter was installed at 310 Cherry Street. Jane explained that residence had a lien filed for a past due water bill. The real estate company now handling the property for the mortgage company paid the lien and a release was filed. The water is still off because of unrepaired leaks. MR Systems helped vac out dirt from that meter pit that completely covered the yoke.

Jane recommended again that we find backup sources for repairing main breaks. She expects that some of the more difficult meter installations might need to be hired out to plumbers. She tried getting quotes last year on five locations and no one responded. We can try again this year to see if we get a response.

The aeration detention tank needs cleaned out. Jane recommends that we get a quote to have that done. Our crew has other work lined out and with street patching this month in preparation for Illiana, this project keeps getting pushed back. It needs to be done prior to hydrant flushing. Jane has a couple companies in mind and will get with Carl to get that quote.

ZONING: Mark Miller

Mark issued one permit for a portable shed. He had also talked with a Solar Panel contractor about permits for three houses on Thomas court and what type of permits are needed to install on the roof. Mark mentioned that there are no permits required as they are not changing the footprint of the house. This is a company out of Missouri.

FINANCE: Jane/Pat

Account Balances as of May 31, 2023

General Fund Checking	\$120,654.44
Park CD (Heartland)	\$ 41,564.04
Park CD (DeWitt Savings)	\$ 55,263.18
Police CD (DeWitt Savings)	\$ 18,406.04
Water Fund Checking	\$ 67,065.49
Motor Fuel Checking	\$118,638.47
<u>Water Project Fund</u>	<u>\$117,389.26</u>
Total:	\$538,953.92

WATER OPERATOR: Steve

Nothing to report.

CLERK: Robin Morrow

Report given by Jane Buraglio during Robin's absence.

Robin wanted her to report that she has sent a letter to the property owner of 113 S Locust asking that the \$391 past due water bill be paid, or a lien will be filed against that property. The water is currently off, and she said prior clerks should have taken care of this rather than just deactivating the account.

Robin wanted her to also remind everyone about completing the Open Meetings Act course and turn in their certificates to her. Jane thought she had three of them so far. It is a requirement that each one of us have that certificate on file in this office.

Each one of you will find a Sexual Harassment Prevention Training packet and a Cyber Security Training Packet in front of you. All of you need to read these packets and then sign and date the certificates. Return the certificates to Robin – either on her desk or in her mailbox. These are State, insurance and ordinance requirements.

FOIA OFFICER: Robin Morrow

Nothing to Report

WEBSITE: Jane Buraglio

All updated. No issues

PUBLIC COMMENTS/Village Organizations:

Dale Karr appreciates picking up the brush. He also asked if we were maintaining the road down by the elevator where the trucks drive in and line up off Main Street. Jane stated that she believes that is the elevators' property. Dale also wanted to state that he doesn't want village employees to get \$5-\$10 raises.

NEW BUSINESS FOR DISCUSSION, APPROVAL, AND POSSIBLE VOTE:

- 1. Discussion and Possible approval to allow the Wapella Fire Department to deliver 9000 gallons of water to the Church Camp Water Day at no cost.**

Jane recommends that we do this again like we did last year. Motion made by John Goergen. Second by Carl Spath. All voting yes. Motion approved.

2. Discussion and possible approval of an Ordinance Amending Title XI Chapter 111 of the Wapella Municipal Code Regarding Liquor Licenses.

Steve pointed out two provisions in the liquor code that needed to be clarified. He stated that it is up to the board to approve and then the mayor would sign. Motion made by Carl Spath to approve. Second by Sean Holland. All voting yes. Motion approved. 2023-6-21A

3. Discussion and possible approval of an Ordinance Amending Title III Section 31.002 of the Wapella Municipal Code – Hourly Employees Pay

Dennis stated that this is to get all the employees on a schedule for review and salary increases. Motion made by Jane Buraglio. Second by Jake Simmons. All voting yest. Motion approved. 2023-6-21B.

4. Discussion of Amending Chapters 130 and 154 of the Wapella Municipal Code to allow Poultry in the village.

John brought up a couple questions regarding the definition of what a lot is and also about the \$25 fee, and the section about registering with the Department of Agriculture. Carl suggested that there be an initial \$25 fee and then a smaller fee yearly after. This falls under the Zoning Board. Further review and discussion are needed. It was agreed that the next step is to put together a Zoning Board. John mentioned that his wife, Sara, may be interested in being on the board. Mark will continue to work on getting volunteers for the Zoning Board.

5. Discussion and possible approval of the 2023 S1 Supplement to the Wapella Municipal Code.

Jane explained that this will be integrated with what is online. Motion made by Jane Buraglio. Second by Mark Miller. All voting yes. Motion approved.

6. Discussion and possible approval of quote from D & D Pavement Solutions for striping Main Street, Community Center Parking Lot, and the tennis court.

Quote and map provided to the board for review. Mark raised a question about keeping the playground at the community center or not. A decision has not been made about whether or not it is staying. Jane bought up insurance and maintaining that playground. Further discussion about the community center parking lot and the pros and cons of completely removing the playground and leaving nothing for the kids. Dennis recommended that maybe this be tabled for now, but Jane still wants to get Main Street striping done. Carl asks if just the striping for Main Street can be approved without the others. Motion made by Jane Buraglio to approve the downtown striping for \$700 and the basketball/tennis court at the park for \$325. Second by Carl Spath. All voting yes. Motion approved.

7. Discussion and possible approval to use a portion of one of the Park CDs toward the Park Playground and Garden renovations.

Jane has talked to the bank and there are no penalties, do not have to take the whole amount, and just need to write a letter. This would be an option rather than taking everything out of General Fund. Motion made by Jane Buraglio to use a portion of the Park CD's for renovations to the Playground and Garden. Second by Jake Simmons. All voting yes. Motion approved.

8. Discussion and possible approval of the quote from Hohulin Fence Company to repair damage in front of the Community Center.

Jane has stated that there has been a claim issued. An adjustor has been out. There have been some delays with insurance. Bristol is their insurance. Jake points out that Hohulin has provided quotes with and without removal of the existing fence. Mark mentions that we definitely need to see what their insurance is going to do. Jake and Sean agreed that they were leaning more toward letting Hohulin take care of the removal and not have the village employees have to do it. Jake explained everything that is going to be replaced and that it would be commercial grade and a tension wire across the bottom. Motion made by Jane Buraglio to approve the quote from Hohulin to make the repairs to the Community Center fence. Second by Jake Simmons. All voting yest. Motion approved.

9. Discussion and possible approval of the Estimate from Bellas Landscaping for Park Playground renovations.

Sean presented the board with a bid from Bellas Landscaping for park renovations. Sean filled everyone in on some of the background for getting these bids for renovations. Discussed the edging on whether it is necessary or not. It is recommended but could get by without it. Further discussion about the playground equipment and the maintenance and/or removal/replacement. Steve stated that there is some language that is not in the contract in regard to insurance and other things needed in a contract. He recommended that bid can be approved contingent on the contract language. Motion made by Jane Buraglio to approve the quote from Bellas with the exception of the plastic edging and amendments to the contract language. Second by John Goergen. All voting yes. Motion approved.

10. Discussion and possible approval of various estimates from Bellas Landscaping for Park Garden Renovations.

Sean presented the board with a second bid from Bellas Landscaping for an estimate for removing and re-mulching areas of the garden area at the park. Sean went over the scope of the work to be done. Discussed benefits of rock vs mulch or just grass. It was even suggested that possibly put rock over rock. Sean requested that Bellas come back out and revisit exactly what needs to be done and other options. This agenda item was tabled until next meeting.

11. Discussion and possible approval for Donation to Wapella Says Yes for Movie in the Park Night.

Mark mentioned that Wapella Says Yes wants to do another movie night in the park again this year. The Township has donated \$500 with the stipulation that when movie night takes place they would donate another \$500. He is asking for a donation from the Village and snacks would be provided and this would be a free event for those who attend. The date is scheduled for August 5th at dusk. Businesses in town also donated. Dennis agreed that if we donated last year we should do again and donate again this year. Motion made by John Goergen to donate \$1000 to Wapella Says Yes for movie in the park. Second by Carl Spath. All voting yes. Motion approved.

Motion made by John Goergen to enter Closed Session. Second by Jane Buraglio. All voting yes. Motion approved.

Entered back into Open Session at 9:33pm

ROLL CALL:

Present:

Dennis Klatt
Mark Miller
Jake Simmons
Jane Buraglio
John Goergen

Carl Spath
Sean Holland
Steve Marht – Attorney
Excused
Robin Morrow – Clerk

1. Discussion of the appointment employment, compensation, discipline, performance, or dismissal of a specific employee(s).

Sean Holland made motion for the Village to hire Steve Evans as a part-time employee for maintaining the park at a rate of \$18 per hour. Second by Mark Miller. All voting yes. Motion approved.

Carl Spath made a motion to approve a 3% salary increase for the below village employees:

Paul Schmid – new salary \$24.72/hr

Scott Bishop – new salary \$20.60/hr

Brandon Karr – new salary \$18.00/hr

Natalie Barr – new salary for cleaning \$16.48/hr and \$150/mo for booking Community Center

Steve Westerfield – new salary \$1400/mo

Second by Jane Buraglio. All voting yes. Motion approved.

2. Semi-annual review of closed session minutes.

Jane Buraglio made a motion for content and not to release minutes for the following closed session:

- December 21st, 2023
- May 17th, 2023

Second by John Goergen. All voting yes. Motion approved.

Motion to adjourn made by Mark Miller. Second made by Carl Spath. All in favor.

Meeting adjourned @ 10:00pm

Respectfully submitted by:
Robin Morrow, Village Clerk