Village Of Kincaid

115 Central Ave. Kincaid IL. 62540

Time- 6:00 p.m.

August 26th, 2024

Committee Meeting Minutes

The meeting was brought to order by Mayor Robert Morris. Roll call was taken by the Village clerk.

Roll Call- Paso-here, Lawrence-here, Gibson-here, Warren-here, Dees-here, Nelson-here.

The pledge of allegiance was recited by all who attended the meeting.

Special Guest-Chastain & associates LLC- Nobody from Chastain & Associates showed up.

Special Guest-Alan Argo to discuss the request of property. Alan Argo stated he basically was requesting the property that his dad Bob Argo had, while looking at flat maps that maybe there was supposed to be a projected alleyway between the two properties that his dad owned that kind of split the property up. Alan said he owns the two lots behind him. So, he wanted to see about requesting those properties, kind of under like when he had the property listed with the realtor, and the city he believes paid to have the property surveyed. Whenever he talked to the realtor about the property, they said that he would have a case on he believes adverse possession with the Illinois State because his dad had taken care of the property, he believes his dad took care of it for almost forty years, he owns the two lots and has for about twenty-two years in December. It amounts to about a twenty-foot-wide section by about two hundred and some odd feet. Trustee Nelson said this is a committee meeting, so we must have it open to discussion, thank you Alan. Nelson said we need to discuss in some kind of fashion and asked Foreman Wolfe if he had any input. Wolfe said he knows that there aren’t any utilities that run down that piece of alley, the alley easement is 18 feet. We do own the adjacent property; the yard waste is back behind there. Trustee nelson asked Attorney Rahar where we are at legally with that. Rahar stated he was being caught off guard. Nelson asked Argo, why don’t you let them do their due diligence and get that figured out and discuss before we make any decisions. Argo stated he had talked to a few other people, and they said that the city has given them the property they requested since they were taking care of it. Trustee Nelson again said yes, if you don’t mind let them look into it and discuss it before we go any further. Nelson thanked Alan for coming.

Committee Meeting:

Discuss Police Officer- Mayor Morris said that we would discuss that in a special meeting.

Discuss Ordinance Committee/ Committee recommendations- Trustee nelson said most all of you should have one of these committee recommendation sheets and I suggested and spoke with a couple of the board members, and I spoke with Bob. I thought that it might be something that we need to look into that would benefit us in a number of different ways. I did want to tell you that I did talk to Jeff Clark, in Pawnee- the mayor, I kind of asked him some questions about their committees and I did speak with a board member over in Edinburg as well and we are not far away from doing exactly what they are doing but what I think we should do – again up for discussion, I have seven different committee departments, as it stands right now my understanding is that there is confusion among the board members on who is who, my understanding is that Gary and Sue are in finance, and then Mike is zoning. When I first got on the board some years ago, I was told I was on park. But what I think is that we need a chairperson and two board members on each committee unless it’s as needed, if it’s as needed then I don’t think we need more than one if I am telling the truth. For example, if it is the police department and they needed to get four brand new tires for nine hundred dollars – hypothetical, all hypothetical, then that chairperson can approve that purchase without having to go to the board. Anything over one thousand dollars must have board approval. Then he thinks that when we have this kind of forum at our committee meeting then we can go and say streets/water/sewer and have our discussion about things that need to be put on the agenda to be voted for can happen like it’s supposed to happen. The committee meetings are for discussing and hashing things out to decide what is going to be put on the agenda then we go to the regular board meeting, and we vote. Nelson stated he would also recommend that our mayor fills out the chair and two board members. if you have a chair and two board members you are not going interfere with a quorum, a quorum is four. He just thinks it would benefit us in the long run. And also, because the next thing just to give you an example: discuss the deadlines for the required classes and codifications. We have as this board for two months maybe even longer have maybe only discussed that we have to take these sexual harassment classes, and we haven’t done that yet, or we have to turn everything over to the codification in order for that to be done. If we had in finance an employee relations committee, we could have had these things done. I recommend that we put together and stand by and use a committee to our benefit. Trustee Lawrence spoke up and said that we do have a few people that are on some of these committees. Trustee Nelson said, see that’s the thing Mike. To be completely honest with you, I asked Bob and bob said it got abolished. Mayor Morris said Yes, no one was doing anything about it. The only thing that I know about who meeting, is the finance committee, they are the only ones who are meeting. Lawrence asked why we have never used them; they are supposed to be used when things are coming up to be discussed at the committee meeting. Nelson said again he just recommends that we get together a chairperson and two board members and then when we have a committee meeting, we aren’t going all over the place. Mayor Morris said that zoning is Mike. Nelson suggested Morris ask everyone what committee they would like to be apart of and get a decision going forward. Mayor Morris agreed. Nelson said at that point in time his opinion is that our finance and employee relations in the office needs to get us moving forward on that codification done and those classes done, that’s their department. Mayor Morris replied, that’s the next meeting, we are going to do it before the next meeting. Nelson stated that is all he had. Morris said he would get the committees done and talk to each one of them. Trustee Warren said some of them had taken the classes, we got the link from Jayme because we knew we had to do them. My suggestion is that we give everyone the link again and you use your own time to get them done. One will be printed off, the other two do not. Jayme stated that the ethics training course will be sent to your email with the certificate but the Sexual harassment and the FOIA must be printed and signed. Warren said he believes that is the best way to do it because you are looking at thirty minutes for one and over an hour each for the other two videos. You’re going to have to come up here and spend three hours if not more watching all of them. Morris asked Gary if he had already completed them, and he said yes. Nelson suggested that doing it on their own time would be good but to set a deadline to make sure and have them completed. Set a deadline for the finance committee that they must have this codification done. Morris replied that the deadline will be the end of September, the classes must be done by September 30th.

Discuss Aerator for park- Trustee Warren said he put this on the agenda, he just wanted an update. It wasn’t talked about at the last meeting, he wanted to see where we were at with the aerator and the donations. I asked Jayme if she had received any donations, and she said she has and she was going to get together a list of those people and how much. Jayme stated that the Treasurer had the list. Treasurer Merano said that we have only had one thousand three hundred and fifty dollars donated, four people have donated. Foreman Wolfe said he had spoken with Chaser Watson, and he believed he still planned on donating, but his grandfather just passed away. Merano said we have gotten five hundred from Dona, one hundred from Kemmerling, Crown Trucking was two hundred and fifty, and Philips 66 was five hundred. Nelson thanked Gary.

Discuss Village email accounts- Trustee Warren said this is one of those things that if you watch the videos, you will learn some stuff. That’s one of the things that we are not supposed to be discussing any business as far as the city goes in our personal emails. So, I am suggesting that and I think Jayme, well Marla had already had these set up when you guys had your little tablet deals. I’m suggesting that Jayme get those emails functional, and we get them assigned to board members for our Village email that way any business will be discussed on Village emails and not our personal emails. If anyone needs to get ahold of us, we can give them our village emails and do what we have to do. That goes along with the Ethics video, another thing that goes along with that since we are talking about emails and such, is social media. Warren asked Attorney Rahar if emails and stuff went along with social media and ok to be discussed. Rahar said he didn’t think he was going out to far. Warren said another thing they talk about is social media, there is a policy about social media, and he printed off a copy for Bob and Jared to look at. Every employee in the city is supposed to have one of these to read, sign, and it be put in their file every year. It is a commitment to keeping village business off social media and stuff like that. Warren thanked the Mayor.

Discuss updating Jaymes access to accounts. - Jayme stated this has already been taken care of.

Visitors -A PERSON SHALL BE PERMITTED AN OPPORTUNITY TO ADDRESS OFFICIALS UNDER THE RULES ESTABLISHED BY THE VILLAGE OF KINCAID (3 MINUTES PER PERSON) 5ILCS 120.2.06g

Adjournment- Trustee Nelson made a motion to adjourn. It was seconded by Trustee Paso. All Ayes. The time was 6:14 P.M.

A motion to go into Closed Session was made by Trustee Lawrence. It was seconded by Trustee Nelson. All Ayes. The time was 6:16 P.M.

A Motion to come out of closed session was made by Trustee Dees. It was seconded by Trustee Nelson. All Ayes. The time was 6:53 P.M.

Adjournment- Trustee Nelson made a motion to adjourn. It was seconded by Warren. All Ayes. The time was 6:55 P.M.