

VILLAGE OF KINCAID
115 CENTRAL AVE. KINCAID, IL. 62540
TIME- 6:00 P.M.
MONDAY, AUGUST 28, 2023
COMMITTEE MEETING MINUTES

The meeting was brought to order by Mayor Robert Morris
Roll call was taken by the Village Clerk- Stephanie Brown
The Pledge of Allegiance was recited by all who attend the meeting

- Sexual harassment training once a year to be included in the employee handbook- The clerk spoke up and stated that it was discussed before, that it needed to be added to the employee handbook. According to the laws in Illinois this needs to be done once a year. Foreman Mark Wolfe and one of the street workers, CJ Vacker had already taken the course. The clerk spoke and stated that Jeff Tumiati was going to send her the link to take the course and be able to save it for future reference. The course is done online and you do get a certificate for it when you are done. Mark Wolfe stated that it will take around an hour to do the course. Trustee Warren spoke up and stated that right now there is nothing in the handbook that states where you should give notice before taking vacation time. The union guys that work for the village only give a weeks' notice to take vacation but for everyone else, there is nothing stated in the handbook for this. Trustee Warren stated that this would be something beneficial, especially if someone wants to take off, then they need to fill out a sheet to be able to take it off prior to. The board talked about having clarification with regards to vacation time and not having it coincide with a holiday. Mark Wolfe spoke up and stated that in the union contract, it does not say anything about not being able to take vacation before or after a holiday. Mark stated that he does not mind if the guys take a vacation during a holiday time, if, there is not something going on that he needs the guys for that week. Trustee Nelson stated that the wording in the handbook needs to be precise, in stating that you must work the day before a holiday to get paid for that holiday, and vice-versa. Trustee Nelson also stated that he would like it to say in the handbook, that we would need a two-week notice if someone is planning on taking vacation. This will be put on the next meeting for a vote.
- Discuss purchasing a back-up generator for the village hall- Trustee Warren spoke up about speaking with a company called Rettberg's Inc. They had come out and gave us a bid, which Trustee Warren handed out everyone. For a 26K generator which would cover everything in the building and it would also include a 5-year warranty. The overall cost for this would be \$10,709. He stated that the only thing we would have to do would be to upgrade our gas meter. Warren stated that the guys who work for our village would pour the pad that the generator would have to sit on. Foreman Mark Wolfe stated that the upgrade for the gas meter would cost the village around \$350.00. The bid would be good for 60 days and the company would require \$2,000 down. Mark Wolfe stated that Star Electric had come out to give us a bid on a generator but we have not heard back from them yet. Trustee Mike Lawrence stated that he would reach back

out with Star Electric and see if they were still interested in giving us a bid. This will be put on the agenda for the next board meeting.

- Discuss using an aerator system for the park pond- Trustee Lawrence spoke up and stated that we had discussed this previously and had four different bids for the aerator system.

Lawrence stated that he has a meeting coming up on the 10th of September with the American Legion and he was speaking with Mark Smith in regards to them possibly splitting the cost with us. Mark had stated to Trustee Lawrence that he did not see where this would be an issue, but that he would need to take it before the board at their next meeting. The clerk spoke up and stated that she had copies of all the estimates from different companies for an aerator system. Lawrence had spoke about another company that gave him some estimates with regards to doing some digging and going underneath the pond and putting in electrical out there for the aerator system. Lawrence also spoke up about Living Water company, who gave him a break down of all the tubing, electrical and total cost of the whole system. Lawrence also brought up that fact that we had the insurance claim for the building that was hit down at the park, and that with the extra money that the village received for that, we could use it to help with this aerator system for the pond and fixing up the bathrooms. Lawrence stated that he will go to the meeting on the 10th at the American Legion and find out if they will go in half on the aerator system and that he should have an answer for us by the next board meeting. Trustee Gibson spoke up and stated that he would like to see that extra money use for fixing up the bathrooms, buying a generator for the village, purchasing the aerator system, and then fixing the building down at the park. There was discussion about whether to put another building up just yet or using the money to fix up other things down at the park first. It was discussed that the extra money will be used for anything that needs updated or fixed at the park. The cost of estimates for everything to fix the building at the park had almost totaled up to \$11,000 but the insurance company had sent a check for \$21,000, so it was discussed that any extra money left over would go to fix up the park.

- Discuss selling property across the street from the park- Foreman Mark Wolfe stated that this was discussed previously and so since we are not able to sell it, they would like to just give it away to Bellchelli and in turn, she will make a donation to the park. This will be put on the next meeting for a vote.

- Boat Sticker payments to go into the lake fund- Trustee Warren spoke up and stated that this was never voted on before, so it would need to be put on the agenda for the next meeting. It was talked about by a few board members, that they had thought that it was already voted upon but the vote was only for golf cart, side-by-side, and four-wheeler payments.

- Presentation of the Jack Hanlon memorial plaque on September 2, 2023- Trustee Lawrence stated that he received the plaque, which was delivered to his home and that everyone would be going down that morning of the 2nd to present the plaque. Lawrence spoke about how the memorial was posted in the paper, on line and he also spoke to channel 20 news and they had stated that they might be at the park for the presentation. Lawrence also asked the clerk, if she could post something on line as well that if anyone knew Jack or was affiliated with him in

anyway, if they would come to pay their respects on that day. He also stated that there would be tickets handed out for kids to take to the Youth Association and would be able to get a hotdog, chips, and a drink. Mayor Bob Morris stated that unfortunately he would be out of town for the memorial but that he would go by Trustee Lawrence's home to see the plaque before he left.

- Discuss about the Youth Association Building out at the lake- Foreman Mark Wolfe stated that we received the appraisal back for the building. The clerk stated she had the form with what the appraisal was. The building appraised at \$70,000 total. The appraiser had put in his report what the building was worth back in 2022 and had stated the taxes as well for the building. The appraisal was obviously way more than what the board had expected. The board is not planning on doing anything with the building right now, but Trustee Warren just wanted this put on the agenda to see how much the building would be worth and if we would want to purchase it for the lake. The Youth Association owns the building right now but the village owns the property. The lease to the Youth Association is till 2025. The board decided that they would not do anything just yet, until it gets close to the time when the lease will be up, which is in 2025. Foreman Mark Wolfe stated that it would be nice to have the building to be able to have bathroom access for people who are out at the lake renting. Mark also stated that the village is just wanting the land behind it, in order to have more spots available for camping. Trustee Lawrence spoke up and stated that he cannot see anyone else buying that building, knowing that the village owns the land. There was discussion about possibly using the building for even amenities for people out at the lake.

- 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- Doug Houchin, who is an outside engineer for Consolidated Communications spoke about the fiber that will be coming in the next year with Consolidated. He did not have a formal presentation but just wanted to get the word out that Consolidated would be coming to our area with the fiber optics. He stated that it would be scheduled for the first quarter of next year. He also stated that it would be pretty like the same project that CTI fiber did. The clerk spoke up and asked if he had any pamphlets to leave at the office for customer. Doug stated that he did not at this time, but that when it got closer to the time of the project, that he would be able to bring some by. Trustee Lawrence stated that possibly when it got closer to the time of their project that he could come up to a board meeting and make a presentation. Doug stated that they also provide a set of prints along with documents in regards to the project. They can do the prints by email or digital if that is something that would be helpful.

A motion was made to go into closed session by Trustee Lawrence. A second was made by Trustee Warren. All Ayes. The time was 6:40 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 by Trustee Nelson, to come out of closed session. A second was made by Trustee Lawrence. All Ayes. The time was 7:10 p.m.

A motion was made to adjourn the meeting by Trustee Nelson. A second motion was made by Trustee Warren. All Ayes. The time was 7:15 p.m.

The minutes were typed up by the Village Clerk

Stephanie Brown