

VILLAGE OF KINCAID  
115 CENTRAL AVE. KINCAID, IL. 62540  
TIME- 6:00 P.M.  
MONDAY, JULY 24, 2023  
COMMITTEE MEETING MINUTES

The meeting was brought to order by Mayor Robert Morris.

Roll call was taken by the Village Clerk, Stephanie Brown.

Gibson- here, Paso- here, Lawrence- here, Warren- here, Dees- by phone, Nelson- here.

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

- 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.

- Discuss changes to the employee handbook- Trustee Sue Paso stated that she looked over everything in the handbook and said that everything looked pretty much up to date, but she did state that in regards to the sexual harassment training, it is required to do that at least once a year. So, this is something that will need changed in the handbook. She stated maybe making copies for all the board members and she also stated that maybe just needing to implement everything correctly.

- Discuss using a Ring Door Bell for the Village Hall front door- The clerk spoke up and stated that she did find a Ring Door Bell off of Amazon. There is no monthly fee for the door bell and you can use it to see who is coming to the door and it also would connect to the phone. She did state that she could continue to search for more options, but that this particular one would cost around \$69.00. It is wireless, has motion detection on it, it is water- proof and will record for long periods of time. It will have to be charged, once the battery life goes down, but you will be notified when it does become too low to record anymore. The clerk stated that when she is alone in the office, she just locks the front door and back door for safety purposes and then she just lets people in as they come to the door. This will be put on the next agenda to be voted upon.

- Discuss Approval of changing the Lake Kincaid Signs on 104- Foreman Mark Wolfe spoke up and stated that he contacted the state in regards to this and they had told him that there is an application fee of \$100 and it would cost around \$70 a year for the signs. Theses signs would be pretty good size where people would be able to see them better. He stated that we would just need to go ahead and apply for this to get the ball rolling. Trustee Warren spoke up and stated that he had already told the clerk that he would donate his trustee money to pay for the signs and for the application fee. This will be on the agenda for the next meeting to be voted upon.

- Discuss repairs to the park restrooms- Foreman Mark Wolfe stated that he had been speaking with Jeff Durbin about the repairs on the restrooms. There are 6 toilets that need to be replaced. The total cost to fix up the bathrooms would be around \$2300. There was discussion about possibly acquiring some toilets from Habitat for Humanity for around \$50/piece. It was also stated by Trustee Paso that, Sams in Springfield has them for around \$89.99. The cost of fixing the toilets would be around \$900. Trustee Paso stated that she is more concerned about people getting into the bathrooms after hours and tearing things up, since this was an issue in the past. Since then, the gates have been fixed to where no one can squeeze through the bars. Trustee Nelson spoke up and wanted to know if we had posted anything as far as bids go, for fixing up the bathrooms. The clerk stated that she had tried to post on the village page but was not given access at the time, but she is now able to. There was also discussion about repairing the building at the park that was destroyed by the storm. Foreman Mark Wolfe stated that he was able to get a cost for materials, which came out to be \$4100. We do have insurance for the building and we would need to get bids from contractors to do the rebuild. Trustee Gibson stated he was not sure why we are rebuilding the building but, Mark and Trustee Lawrence reiterated that the building has been used on several occasions for different activities. This will be put out for bids, so we can get estimates for the insurance company. Trustee Nelson asked if we need to follow any type of protocol as to put something out for bid. Mark Wolfe spoke up and stated that if the cost is under \$25,000, then you do not have to have a reason to post for bids. Right now, we cannot turn anything in to the insurance without acquiring bids from contractors.

A motion was made to go into closed session by Trustee Nelson. A second motion was made by Trustee Warren. All Ayes. The time was 6:30 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. A second was made by Trustee Lawrence. All Ayes. The time was 6:50 p.m.

A motion was made to Adjourn the meeting by Trustee Nelson. A second was made by Trustee Warren. All Ayes. The time was 6:55 p.m.

The minutes were typed up by the Village Clerk

Stephanie Brown