

VILLAGE OF KINCAID
115 CENTRAL AVE. KINCAID, IL. 62540
TIME- 6:00 P.M.
MONDAY, FEBRUARY 12, 2024
REGULAR MEETING MINUTES

The meeting was brought to order by Mayor Robert Morris

Roll call was taken by the Village Clerk

Gibson- here, Paso- here, Lawrence- here, Warren- here, Dees- absent, Nelson- here

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

- Approval of minutes from January's meetings- A motion was made to approve the minutes from January's meetings by Trustee Nelson. A second motion was made by Trustee Lawrence. All Ayes.

- Special Guest- Avery Dohmen from Sun Solar- Avery Dohmen spoke up to the board members and stated that he really did not have much a presentation but he did hand out his proposal to the board and just wanted to open it up to see if anyone had any questions for him. Trustee Nelson spoke up and stated that he had a few questions. He stated that since the board had discussed previously about possibly getting a generator box and updating the electrical outside of the building, how would solar play into that? Avery stated that they do install natural gas generators with some at 22 KW. He also stated that if we need to update our electrical box, that is would be something they could look into as well. The proposal that Avery handed out stated that the total includes labor, installation, materials, and monitoring. He also stated that it includes permits, inspections, and net metering application fees. It does not include an electrical panel upgrade but is something that the company could look into. Avery took the KW usage from the utility bills and did his figuring from those to give us the proposal for the panels. He stated that if our usage did not exceed 35,000 KW a year, then all we would be paying for is the \$13 meter charge. He stated that during the day we would be generating power off the system and then anything we don't use goes back onto Ameren's grid and it is a 1-1 ratio within the billing cycle. The proposal he gave was for the Village Hall building and for the detached garage. Avery stated that we do qualify for a 30% direct payment because we are a municipality and a non-taxable entity. Trustee Nelson stated that this would be something we could further discuss at the next committee meeting. Trustee Nelson also stated that he himself, as well as the clerk, had reached out to 5 different solar companies, and only 2 of them called us back. The board was also wanting to look into putting panels on the kitchen down at the park. The initial cost of the system for the two buildings would be \$95,672.88 but that is if we would need to take out of loan for it. If you pay cash for the panels there would be a discount and then taking the 30% for the direct payment, then it would take it down to \$36,445. Avery stated that there are no hidden fees unless we want to add the generator and the electrical upgrade. He also stated that there is a 30-year warranty with the panels. In closing he stated that we would be saving \$213,000 over the 30 years. Trustee Nelson spoke up and wanted to know if we were

on level pay, but Beverly Merano, the Treasurer stated that we are not on level pay because we are a municipality.

- Going through a section of Chapter 11 in the Ordinance book- The village clerk spoke up and wanted to make sure that all the board members received her email with Chapter 11 in it. Everyone stated that they had received it. She asked the board members where they wanted to start with in Chapter 11. Trustee Warren spoke up and stated that he would like to start with 11-5 in the Ordinance book which talks about the overtime laws that came into effect in January. He stated that 11-5-3 is where he wanted to start. Trustee Nelson spoke up and asked about compensation about the overtime. Warren stated that it needs to be stated that overtime will be paid in accordance with 820 ILC5/4/4A with the Illinois minimum wage law. He stated that the law states that if anyone works over 40 hours a week, that they are to be paid 1 ½ times their regular pay. Trustee Nelson asked if it was just the same thing but different verbiage. Trustee Warren stated that having it stated that it is in accordance with, will keep us from having to change it in the future, because we will be keeping up with the state of Illinois. Treasurer Beverly Merano asked if this would just be for hourly people and not salary. Warren stated that yes, this would be just for hourly people only. Trustee Warren spoke up and stated that in accordance with the new Paid Leave Act that came into effect in January. We would need to add another ordinance, which would be 11-5-5. Warren stated that he has all of this written down and he could give it to the village clerk to have changed. The only other one that he wanted the board to look over was the ordinance that talked about vacations. He stated the ordinance states that you receive 1 week after the first year, 2 weeks after the second year and up to 5 years of service. Then 3 weeks after completing 5 years of service and 1 extra day per year up to 10 graduated days. It was brought up that the Union workers get up to 15 years of graduated days, so the board decided that the ordinance will follow suit with the union contract. There was also discussion on how many days or weeks prior to taking vacation, or how much notice should be given. Trustee Nelson spoke up and stated that he thought it was discussed before that we would need a minimum of 24 hours' notice before taking off any personal time. They also spoke about giving enough notice ahead of time to take the vacation, just so that people could be prepared ahead of time. Personal time and vacation time are two totally different things. Trustee Warren suggested maybe giving a 7-day notice before taking any time off, but Trustee Nelson stated that it would be nice to know ahead of time, especially if two people are wanting off at the same time. Warren stated that the board just needs to decide how many days would be sufficient to get approval to take time off for vacation. It was also brought up that employees can carry over 5 days of vacation into the next year. Trustee Nelson spoke up regarding 11-2-D with regards to permanent part time employees. He stated that the ordinance speaks about someone working 600 hours per year. Trustee Nelson thinks this verbiage just needs to be scratched from the book. His next question was about pre-employment verification. He wanted to know if we did background checks on everyone that is hired. The board said, yes that we do background checks. Trustee Warren stated that when they do interviews, they have the cops run a background check on everyone before hiring them. Trustee Nelson then asked if we did credit checks on new hires? The village does not do credit checks on employees, so this verbiage needs to be removed from the book as well. Mayor Robert Morris spoke up and stated that he doesn't feel this is necessary to do on new hires.

These are things that the board will be going over and then voting upon them when they are done with Chapter 11. Trustee Warren spoke up about the holiday schedule. The book still has a few dates that need to be removed and then Juneteenth added, as well as employee's birthdays. Trustee Warren spoke back up regarding the paid holidays. He wanted to make sure to get the days straight with regards to Christmas day, Thanksgiving Day and for New Years. Trustee Paso stated that with regards to the holidays, that if Christmas were to fall on the weekend, it would depend on which day you would get off, like the day before or the day after. The Board asked Mark Wolfe, the village Foreman, what he would have his workers give regarding taking off for vacation. Mark stated that it would be 2 weeks' notice and that it would go by seniority.

- New Business

- Discuss about the RV spots and Lake Lots- Trustee Gibson spoke up and wanted to make sure that the guys get the water hooked up out at the lake and also the dump station going. Foreman Mark Wolfe spoke up and stated that he needed to wait till the dirt settles and they would have to pour a concrete pad out for the dump station. Gibson also spoke up and just wanted to reiterate that it is now \$35 a night for the RV spots and \$5 extra to have your golf cart out at the lake. Trustee Nelson spoke up and wanted to know if the board had decided if they were going to charge a different rate for holidays. This was discussed previously but never voted upon. Trustee Warren spoke up and stated that most of the places around the area that have camping do not raise their rates for holiday weekends. Mark Wolfe spoke up again and stated that not only will they need to pour a pad, but they will also need to some gravel to be poured to make a pathway to the dump station. He stated that they would need to pour a 10X12 pad and about 100 to 200 tons of rock, so the total cost for everything would be around \$2400. A motion was made by Trustee Lawrence to have Mark by \$2400 worth of rock for the road out for the dump station. A second motion was made by Trustee Nelson. All Ayes.

- Raise for the Mayor and Trustee's- Mayor Robert Morris spoke up and stated that this was something that he and Trustee Lawrence had been working on. He then handed the floor over to Trustee Lawrence. Trustee Lawrence stated that the raises would not be for them but for whoever comes in at the next election. He stated that this has been brought up before in the past, where they receive \$100 a month right now. He stated that Morrisonville is at \$185 for the board members, Edinburg is at \$300, Raymond is \$250, Pawnee is \$300 and that is just for the board. Trustee Lawrence just wanted to let everyone know that this wouldn't be till 2025. This would be just for the new board members. He stated that Raymond gives their board members an extra \$150 every 3 months for expenses. Trustee Gibson stated that in his opinion if they only get \$500 a year, then they don't need any more than that. Gibson stated that they don't need a raise because they just sit at the meetings when they have them. Trustee Lawrence spoke up and wanted to clarify that some of the board members don't just sit on their butts, they actually do things for the village. Trustee Nelson spoke up and stated that he feels that we cannot afford a raise right now, especially with adding 2 part-time interns, a part-time clerk and now adding a new police officer. Trustee Nelson stated that he donates all his money that he gets throughout the year.

- New Truck with Potholder Vac- Foreman Mark Wolfe spoke up about this and stated that he sent all the trustees some information regarding the truck. He stated that they have been looking for a pot-holder and they were going to spend the \$30,000 in grant money from the lead and copper research. The cheapest one he could find was around \$100,000. He stated that their vac truck that they use, does not have the pressure they need to be considered a pot-holder vac. He stated they need one that will actually dig and theirs does not. He stated the one they have been looking at is a jet rodder vac. Their truck is a 1985 and the new one is a 2003. The new one he has been looking at is \$135,000. He stated that Tovey is interested in their truck and so is Macon. So, with the \$30,000 grant money and the \$5,000 that would be knocked off from the seller and then selling the old truck, the total cost would be \$85,000. Mark stated that the treasurer had said they cannot spend any more money this year. Mark then stated that they could borrow if from the bank since they can't spend any more money till May of this year. He stated that right now the interest rates are pretty high. Beverly Merano, the Village Treasurer spoke up and stated that she did call Midland Bank and their rate was 8.5%. Mark stated that he is still trying to talk to the salesman about possibly coming down more on the price of the truck. Mark stated that at first, he looked at a \$90,000 truck, but he felt that it was basically not much better than the truck that they currently have. He stated that it would not make sense to buy just a pull behind potholder that cost just about as much as buying a truck with the pull behind. Trustee Nelson asked how much time we had to spend the \$30,000 grant money and Mark stated that we still have awhile to use it. The whole deal is basically with appropriating the money and the appropriation won't go into effect again until May of this year. Mark stated that he did ask the company if they still rent to own and they said they do, but the payments would be \$15,000 a month just to rent to own it. The treasurer checked with different banks to see what their interest rates would be. There was discussion about using the CD's to get the money for the truck but that would be losing money in the long run. The CD's are not up till March and April of this year. There was talk about putting the CD's up as collateral for a loan, but the some of the members of the board did not think this was a good idea. Right now, interest rates are high on pretty much everything. Trustee Nelson spoke up and stated that he just does not feel we should be purchasing a truck right now, when in the future we have something that comes up that would need replaced asap, and we would not have the funds for it. He stated that the CD's are what is making money and that we should leave them alone. Trustee Gibson spoke up and stated that he agreed with Trustee Nelson, that we should not spend the money on a vehicle right now, when we have one that works. Trustee Nelson stated that we have a Ford focus budget, but we are looking for an Escalade. This will be tabled until next month to discuss.

- Designate different Committees- The clerk brought this up because at the last meeting they had spoke about having different committees for each department. She stated that we have a police committee, a finance committee, a park and recreation committee and lake committee. Mark Wolfe had spoke about this previously and he said something about the street department committee, as well as water and sewer committee.

- Surveying property by the sewer plant- Mark Wolfe spoke about the property down by the sewer plant that needed to be surveyed. He stated that most likely they would be getting to it in the following weeks.

- Reappropriate the Rescue money- Mark Wolfe spoke up and stated that we still have \$24,000 which came from the water line at the Smith subdivision and went over to Cedar Street. He spoke about the landowners not allowing them to cut across their property to get the lines through for the water. He stated that the money is just sitting there and needs to be spent by 2026. He stated that we are still having problems with the easements on these particular properties, so he wants to figure something else out. Mark was asking if we could use the money to buy a generator for the village, which would cost around \$10,656. To replace the electrical upgrade would be around \$3,680 and the upgrade to gas would cost about \$400, so the total cost would be \$14,736. The appropriation was around \$24,000, which would leave around \$10,364 and he would like to use the rest of it to finish down at the park as far as refinishing the kitchen. Mark stated he thinks that they would need another \$2,000 to finish off the kitchen. Treasurer Beverly Merano asked Mark if he had used every avenue to fix the water down by Sarah Lane, but Mark stated that without these people cooperating it won't get fixed. Beverly asked about coming down the other side of the road, but Mark stated it still would not fix the problem. Mark stated that the people who are complaining about the water should go to the landowners that won't cooperate and let them know it needs to be fixed. Trustee Nelson made a motion to use the rest of the Rescue money to purchase the things that were talked about earlier and to finish up down at the park. A second motion was made by Trustee Gibson. All Ayes.

- Adjustment to Dirt Riders Water Bill- Foreman Mark Wolfe spoke up and stated that around the time when it was really cold out, Dirt Riders had a busted pipe and they were leaking about 5,000 gallons an hour. Mark stated that right now they do not have any money coming in since it is still wintertime and there are no activities out there. Mark stated that he wanted to see if the board would allow us to give them the water at our cost, since they help us out by letting us dump the yard waste and tree limbs out there for free. The clerk spoke up and gave the difference in numbers from last month to this month of their usage. Last month they had used only 3,024 gallons, then after the leak, they ended up using 125,305 gallons. The bad thing with the new meter system, even though it does run well, is that it takes 24 hours before it detects the leak. So, the 25th hour is when it will show in the system the leak. Mark stated that they had looked around town for a day and a half to find a leak until it finally showed up in the system. Trustee Lawrence made a motion that we give Dirt Riders their water bill at cost for this month, especially with all they do for us. A second motion was made by Trustee Nelson. All Ayes.

- Old Business

- Golf Cart prices for Veterans- Trustee Warren spoke up and stated that he had looked this up as far as the lake goes and it stated that anyone who is a veteran can get a lake sticker at no cost, but it has to be a confirmed disability. Taylorville has adopted this rule, and we follow suit with them. Warren's recommendation is to do the same with the golf cart stickers as we do

with the boat stickers. He stated that they would need to bring their paperwork in showing that they have a disability, and we would give them the sticker at no cost. Foreman Mark Wolfe asked if it could be any disability, but Warren stated that it would be a veteran disability and they could go onto a website and print off their paperwork showing they are a veteran who has a service disconnection disability. A motion was made by Trustee Warren to not charge veterans for golf cart stickers, pending that they show their proof. A second motion was made by Trustee Nelson. All Ayes.

- VISITORS:

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- no one had anything to say at this meeting.

- Approval of bills- A motion was made to approve the bills by Trustee Nelson. A second motion was made by Trustee Lawrence. All Ayes.
- Zoning report- Trustee Lawrence stated that he had issued 3 building permits
- Approval of Treasurer's report- A motion was made to approve the treasurer's report by Trustee Nelson. A second motion was made by Trustee Gibson. All Ayes.'
- Clerk's report- The clerk passed out her report to all the board members and the mayor. She stated that she will begin doing this each month, so they can see what she has been doing in the office. She stated that she is reporting on past projects, current projects and future projects. The clerk reported that the new part-time clerk has been doing a great job and she is picking things up quickly. She stated that so far this year there have been 8 ordinance violations issued. She gave a report on the bulk water and pure water report of what was collected for both. Bulk water we used 14,496 gallons and collected \$121.25. Purified Water we used 657 gallons and collected \$165.85. Trustee Nelson spoke up and asked the clerk if we have been able to utilize more services with Paystar. The clerk stated that as of now, Paystar finally implemented being able to use autopay to pay your water bill. The only downfall to this is that you cannot designate a certain amount each month for your bill, you would need to pay the amount that your bill says it is. An example would be that if you put in \$50 a month and your bill was \$45.00, then it will only pay the \$45 and not \$50. The clerk spoke to Paystar and asked if they could try and add this to their list of things to update, so to make it easier on the customer who is wanting to initiate autopay each month. The clerk stated that she was able to help an elderly lady set herself up with autopay and she had no issue with it. The clerk did post this online and stated that people could call her, and she would walk them through setting it up, if this is something that they want to do. Trustee Lawrence spoke up and asked how everything was working with the new computers and if there were any issues with usage, speed, and KB. The clerk reported that there is a lot of storage and quite a bit of Megabites and KB, so things are running smoothly. Trustee Warren then spoke up about a complaint. Not towards the clerk, but in reference to the system of ACS, which is what the village uses for the water department and for payroll. He stated that ACS knew of a glitch in the system and did not make us aware of this till after the W-2's had been sent out and we were able to fix them. He stated that if we are paying them for their services, then they need to keep us updated as to things are going on. Trustee Nelson wanted to know how long the glitch had been going on. The clerk spoke up and

stated that their old IT person had quit at the end of the year, so she has been dealing with a new IT person, who she does not mesh well with, but it took this guy a day and a half to get the bug fixed in the system. Trustee Nelson spoke back up and stated that, when things like this have happened to him or other companies, usually the company would give them a refund for that month. He stated this would be something worth looking into to.

- Police report- Chief Mathon passed out his report to all the board members. He stated that they had a lot of calls last month and then they have had to deal with quite a few mental illness problems and taking people to the hospital. He stated unfortunately we do not provide any services around her for mental health. He dropped one off at the hospital last week but then they are usually out the very next day. Chief Mathon stated that, we, as a society, fail people in the mental health aspect of things. Mathon stated that they are about \$12,000 under budget for the year. Mathon stated that they would like to investigate getting another vehicle or at least replacing the white one in about 5 years. He stated that if we could put aside some money each year just to prepare for the future in case, they need to replace the vehicle or any other problems that might arise. Chief Mathon stated that by the end of the physical year, he believes they should be \$15,000 under budget. Trustee Nelson asked Chief Mathon if they are still keeping up with the hours for both part-time and full-time officers. Chief Mathon stated that they are staying within their hours for the year, except for a few times when Officer Hubbs had to fill in for Chief Mathon when he is gone. Trustee Warren spoke up and asked Chief Mathon about taking the funds that weren't being used and putting them up or into a CD to use for a vehicle in the future. Chief Mathon stated that his goal is just to make sure that they have the funds available when they are needed. Treasurer Beverly Merano spoke up and stated that, when the board talks about a budget and appropriation funds, they are just wish lists and it is not concrete. When things get appropriated, they do get appropriated a little higher just in case for things that come up. Beverly asked if maybe they could put that extra money into a savings account to save for when they needed it. Trustee Warren suggested putting it into a CD because you would get more out of it. Chief Mathon is just suggesting planning for the future.

- Foreman's report- Foreman Mark Wolfe handed his monthly report out to all the board members to look over. Trustee Warren spoke up and wanted to thank all the city workers for doing such a great job of fixing up the kitchen down at the park.

- Attorney's report- The attorney was not at this meeting.

- President's report and comments- Mayor Robert Morris wanted to thank everyone for all that they do and he especially wanted to thank Trustee Lawrence, since he does quite a bit for the village. He also wanted to thank Trustee Warren as well for all that he does.

- Trustee's report and comments- Trustee Nelson spoke up and wanted to know if the board could do something for the passing of Roy Boy since he was a veteran and that he would donate money that he gets throughout the year to purchasing a brick. Trustee Paso spoke up and stated that he was not a veteran. She stated that he was in boot camp, but his term had ended prior to getting out of boot camp. Chief Mathon spoke up and stated that Officer Hubbs had called up to find out about this and that he found out that Roy had been in the service for a total of 2 years. Chief Mathon stated that Roy still enlisted and signed up for the service and it was just unfortunate that he had mental health issues that caused him to not being able to serve. Mark Wolfe spoke up and asked if we could find out if he had been dishonorably discharged from the service or not. There was talk about getting paperwork from the veteran's

affairs office. Trustee Lawrence spoke up about trying to take care of some properties here in town that need taken care of. He spoke about the property by the church and then the property across the tracks with Big Mangrove. He spoke about Liens that have been put on these properties. He spoke about people possibly getting hurt if they go onto these properties and he stated he spoke with our village attorney about possibly getting these properties condemned. He stated that it does cost the village money to maintain these properties and going to court over them as well. Trustee Nelson spoke up and wanted to know if we finally got reimbursed for all the expenses with the Railroad. Trustee Lawrence stated that yes, we finally did get reimbursed. Trustee Lawrence stated that we lost 4 years already on this and it took over 4 to 5 times just to get compensated for it. There was also talk about cutting through an easement with the railroad that goes along with Borccardo court road and we would have to bore underneath the tracks. It would cost around \$3,000 to get it done, but then the railroad wants \$620 a year forever as well. Trustee Nelson wanted to know if we could talk to CTI about this since they need to go under the tracks to put the fiber optics in for the other side of town. Some of the board members spoke up about the fact that this is a water source, and they should just let us go underneath to do this. Trustee Nelson asked how the interns were working out. There was discussion about whether to keep them on for the summer. Mark Wolfe stated that we were not going to have them working in the summer, but that they could work until school is out.

There was no closed session at this meeting.

A motion was made to adjourn the meeting by Trustee Nelson. A second motion was made by Trustee Lawrence. All Ayes. The time was 7:40 p.m.

The minutes were typed up by the Village Clerk

Stephanie Brown