

# VILLAGE OF OAKWOOD

Regular Board Meeting Minutes – August 9, 2021

## CALL TO ORDER/PLEDGE OF ALLEGIANCE

Mayor Heather McArty called the meeting to order at 6:30 pm.

ROLL CALL	PRESENT	ABSENT	OTHERS PRESENT
Jason Elliott		X	Caroline Darr – Int. EMS Coordinator
Cathi Fritz	X		Julie Leverenz – Office Manager
Bob Parr	X		Janet Hambright – Treasurer
Doit Roberts	X		Steve Wendell – Supt. Of Public Works
Ferrell Stroh	X		Ron Soderstrom – Police Chief
Robert Wright	X		Misty Smitley – School Resource Officer

## APPROVAL OF MEETING MINUTES (July 12, 2021)

Mayor McArty asked the board if anyone had any corrections to the July 12, 2021 minutes.

Ferrell Stroh made a motion to approve the July 12, 2021 minutes with a second by Bob Parr.

	JASON ELLIOTT	CATHI FRITZ	BOB PARR	DOIT ROBERTS	FERRELL STROH	ROBERT WRIGHT
YES		X	X	X	X	X
NAYS						
ABSTAINED						

Motion Carried

## APPROVAL OF BILLS

Janet Hambright reported there was no need for any transfers this month.

<b>GENERAL FUND</b>	\$ 58,600.68	<b>POLICE</b>	\$ 3,553.02
<b>TIF I</b>	\$ 75.00	<b>EMERGENCY RESCUE</b>	\$ 8,450.44
<b>ROADS/BRIDGES</b>	\$ 900.06	<b>BUILDING FUND</b>	\$ 54.88
<b>MOTOR FUEL</b>	\$ 2,656.09		

Farrell Stroh made a motion to approve the as presented with a second by Bob Parr.

	JASON ELLIOTT	CATHI FRITZ	BOB PARR	DOIT ROBERTS	FERRELL STROH	ROBERT WRIGHT
YES		X	X	X	X	X
NAYS						
ABSTAINED						

Motion Carried

## ATTORNEY REPORT

Steve Miller reported the property at 81 Forest Park is scheduled to go to court on September 16.

Miller reported he has been in contact with the TIFF consultant. TIFF 1 will run its course on December 1, 2021. However, the village can still receive revenues from the county for the 2021 tax year received in 2022. If the board passes a resolution/ordnance identifying those projects they wish to commit TIFF revenues to, the money could be spent in 2022. Mayor McArty asked if the contracts have to be signed for projects before December 2, 2021. Miller said he would look further into this. Miller also checked into the legalities of using TIFF money with any

construction with the village hall. The state is not in favor, and this is prohibited. Miller stated he is worried about using TIFF money for parking associated with the village hall. Tiff monies are to help establish a business.

Ferrell Stroh asked if the village could use TIFF funds for the legion, historical society, and senior citizens project that has been discussed with modifications to the old village hall. Miller stated he would look more into the details of this along with parking for police within the existing old fire station.

**GUESTS**

Mattie Lee, the Oakwood High School cheer coach, presented to the board the fundraiser the team is doing this year. They are selling Oakwood Comet Flags for \$35 each. She suggested that it would be nice to have some hanging on the main street through Oakwood. The board felt it would be an excellent touch to show student support.

Bob Parr made a motion to provide the OHS cheer team with a \$500 donation with a second by Cathi Fritz.

	JASON ELLIOTT	CATHI FRITZ	BOB PARR	DOIT ROBERTS	FERRELL STROH	ROBERT WRIGHT
YES		X	X	X	X	
NAYS						
ABSTAINED						X

Motion Carried

Oakwood School District Superintendent Maynard was present, and he voiced his appreciation for all the village does for the community.

**VILLAGE HALL REPORT**

Julie Leverenz reported the office had started applying for the American Rescue Plan Act of 2021 (ARP). This will allow governmental employers to claim refundable tax credits that reimburse them for the cost of providing paid sick and family leave to their employees due to COVID-19, including leave taken by employees to receive or recover from COVID-19 vaccinations. It will need to be reported next year as money received from a federal grant. The stipulations on spending are still being developed and will be shared with the board once the details have been provided.

The auditors will be coming back in August to continue, but at this point, everything is looking good.

Robert Wright asked about the sharing of the animal control officer with surrounding villages. Julie explained this has been put on hold and will hopefully be back on track for consideration next spring. Julie explained if any resident had any issues with an animal, they could still call 911. The non-emergency number (217/354-2131) is not always answered, but residents can leave a message on the answering machine, and someone from the police department will contact the caller back within 24 hours.

**PUBLIC WORKS REPORT**

Steve Wendell reported that the roads from the MFT are being completed this week. He will also be taking the tractor over for service once the roads project has been completed.

**POLICE REPORT**

Ron Soderstrom reported the following:

- Issued 12 ordinance complaints and took 4 to municipal court
- Stopped 42 vehicles and issued 22 citations
- Inspected 11 golf carts for a total of 49
- Tahoe is still waiting on its equipment to arrive to be equipped and put into service.

- Explorer was serviced and tuned up, and a check engine light showed defective spark plugs that were replaced.
- The Expedition is still getting the transport cage reworked.
- He is trying to get a factory representative to come to a board meeting to demonstrate BOLA wraps.

The National Night out that was held had overwhelming participation, with 120 kids attending. He appreciated all the participation that happened. He also reported the officer Witsmann resigned into full retirement.

**EMERGENCY RESCUE REPORT**

The financial report was provided to the board meeting before the board meeting. There were no questions regarding this report.

Caroline Darr reported:

- Ambulance 1: AC vacuum line was off and was able to be repaired in-house.
- Ambulance 4: the unit kept venting Freon from the relief valve. Found a tube was restricted. The compressor, condenser, and both lines were replaced.
- The new stretcher has been delivered and is in service.
- First responder Scott Mitchell has joined the EMS team. She believes he will be a great addition to the team.
- There was no other building or equipment maintenance needed for the month.
- IDPH inspection on all ambulances was on 7/21/21, and all units entirely passed inspection.

There was discussion on the money still owed by the VA. Robert Wright inquired about how many claims have been filed and the timeframe a claim goes through. Caroline was going to call and see the processing timeframe. The board will review again next month to see if the department should stop providing until the money owed is received.

**CENTRAL ILLINOIS LAND BANK**

Mayor McArty provided correspondence from CILBA’s Executive Director advising the board to adopt the International Property Maintenance Code versus updating the codes enforcement that Oakwood currently has in place. It is a lengthy process to review existing code versus IPMC. The IPMC standards are good, and it makes no sense to reinvent the wheel.

Robert Wright made a motion to adopt the IPMC as the village’s code in place of the existing ordinances to supersede what is currently in the books, seconded by Bob Parr.

	JASON ELLIOTT	CATHI FRITZ	BOB PARR	DOIT ROBERTS	FERRELL STROH	ROBERT WRIGHT
YES		X	X	X	X	X
NAYS						
ABSTAINED						

Motion Carried

Attorney Miller will start the process of developing the new ordinance.

## **SIDEWALK PLAN**

Bob Parr and Steve Wendell, and Lisa Lashuay met to review the preliminary sidewalk plan. There is \$200,000 available for improvements. Lisa will be making the necessary adjustments based on their meeting and return it to the board for approval and to put the project up for bid.

Doit Roberts voiced concerns on the sidewalk on Scott street, where there is standing water. Steve said it was a surface drainage issue, and he will look into this.

## **VILLAGE VEHICLE POLICY**

Robert Wright stated the village currently does not have a policy in regards to vehicles owned by the village. There needs to be something that says these vehicles should only be used for village business and kept within a certain mile radius unless on officially approved business to go beyond that radius. Wright recommended that two village trustees be commissioned to collaborate on and present the board with a comprehensive policy that states when village vehicles can be used and when the employee must use their personal vehicle. The policy must also reflect on how the employee is taxed on their pay as the vehicle is considered a taxable income. The policy must also reflect upon how the vehicle is to be insured. He realizes there are existing agreements and allowances with existing employees. These can still be honored, but having a formal policy will allow for documentation for future boards.

Ferrell Stroh stated he is not wanting to micromanage employees and always be looking over their shoulders. Bob Parr voiced the same thoughts. Mayor McArty stated this is not to micromanage any employee. It just helps to have a policy in place that can be referred to.

Robert Wright and Cathi Fritz agreed to do the research and study on what other villages have as policies.

## **OLD VILLAGE HALL/ OLD FIRE STATION**

Robert Wright voiced his thoughts on making the old fire station a garage for police vehicles. He believes the village already has a significant amount of space that can be used for vehicle storage. He doesn't feel it would be money well spent. He stated he sees police cars running outside during shifts all over the county. He feels the village should look into more business-oriented ideas and would like to have the board do a long-term plan on what they would like to see.

Ferrell Stohl stated the police cars have expensive equipment in them. Having the vehicles run in cold weather creates condensation that causes rust within the equipment and could cause damage to the electronics within the car, which takes time to boot up. He feels that putting the vehicles away from the downtown area would cause issues with the department promptly getting to a vehicle. He feels allowing the organizations that have been proposed would fit into the old village hall still. He doesn't feel the board needs to focus on business but on giving back to the community and honoring our veterans. He also stated he would abstain from voting as he has a personal interest in one of the three entities.

Doit Roberts stated that the board could get quotes on what it would cost to make the necessary changes to the existing village hall to accommodate these organizations.

Cathi Fritz asked what the board's year plan is. She feels the old village hall has outlived its purpose, and she would like to see a plan in place before anything is updated or even taken down. She is not voting against our seniors but would like to see the village's other priorities for the money.

Robert Wright stated he would like to look at other alternatives and not focus on one thing but the whole community.

Steve Miller stated the village could sell the property without spending money to update it to meet code.

No action was taken, and the board plans on further discussions.

**UTILITIES INC. SMOKE TESTING**

Mayor McArty stated that Utilities Inc. would be conducting smoke testing on the sanitary system within the village. There have been letters sent out to residents along with telephone messages and plastic door hangers. The fire department and police will be on standby for any issues that may occur.

**FIREWORKS**

Bob Parr reported that the village would lose the paid deposit if the village doesn't utilize it by the end of 2021. He suggested taking the deposit as a loss, using the additional money that would have been spent, and putting it towards a show for the 4<sup>th</sup> of July in 2022.

Cathi Fritz asked if anything in writing stated we would lose our deposit that has been paid, and the contract will not hold us to the final cost if we choose not to hold a display in 2021. B. Parr stated he would get something in writing.

Ferrell Stroh suggested we take the loss of the deposit and concentrate on next year's parade and celebration.

Robert Wright agreed with focusing on next year and cut our losses.

Bob Parr made a motion to take the deposit as a loss and not have a fireworks display in 2021 and put efforts towards something in 2022 with a second by Ferrell Stroh.

	JASON ELLIOTT	CATHI FRITZ	BOB PARR	DOIT ROBERTS	FERRELL STROH	ROBERT WRIGHT
YES		X	X	X	X	X
NAYS						
ABSTAINED						

**PARK PROJECTS**

Doit Roberts stated he would like to see some beautification be done in the village park. He would like to see floors be repaired, new tile, updated bathrooms, along with new bleachers with concrete pads. He just wanted to bring this up, and he plans on getting bids to see even the costs for different projects.

**ADJOURNMENT**

At 8:46 pm, Robert Wright made a motion to adjourn with a second from Ferrell Stroh.

Respectfully submitted,

*Connie Young*  
Connie M. Young, Clerk

Approved on Sept. 13, 2021

# VILLAGE OF OAKWOOD

Special Board Meeting Minutes – August 26, 2021

## CALL TO ORDER/PLEDGE OF ALLEGIANCE

Mayor Heather McArty called the meeting to order at 4:10 pm.

ROLL CALL	PRESENT	ABSENT	OTHERS PRESENT
Jason Elliott		X	Lisa Lashuay, Village Engineer
Cathi Fritz	X		Steve Miller, Village Attorney
Bob Parr (via phone/COVID)	X		
Doit Roberts	X		
Ferrell Stroh		X	
Robert Wright	X		

## SIDEWALK IMPROVEMENT PLAN

Village engineer, Lisa Lashuay, presented the sidewalk improvement plan and estimate in three parts:

Park Street to Longstreth using 1% Fund	Estimate= \$95,470.00
Finley Street to North Main Street using TIF 2	Estimate= \$68,227.00
Collett Street to Dolbee Street using TIF 1	Estimate= \$58,171.00

A total estimate for the entire project from Park Street to Dolbee Street = \$221,868.00

Bob Parr makes a motion to put the sidewalk improvements out for bid. Doit Roberts seconds.

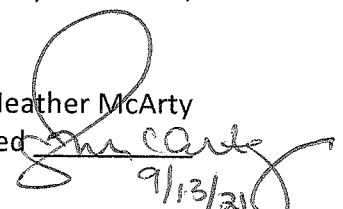
	JASON ELLIOTT	CATHI FRITZ	BOB PARR	DOIT ROBERTS	FERRELL STROH	ROBERT WRIGHT
YES		X	X	X		X
NAYS						
ABSTAINED						

Motion Carried

Cathi Fritz states that she'd like to see a sidewalk improvement plan. Mayor McArty noted that the current plan is what Lisa has presented and copies of the detailed proposal can be provided to those that are interested in viewing it in more detail. Mayor McArty agreed that the village can now continue to move forward with the next phase of sidewalk planning. Bobby Wright suggests that sidewalks going nowhere should be eliminated versus repaired as there is no sense in spending money repairing a structure that could return to grass. Bob Parr and Doit Roberts have agreed to work jointly on assessing the sidewalks and will report their findings to the board so that future planning can commence.

At 4:36pm Doit Roberts made a motion to adjourn with a second from Bobby Wright.

Respectfully submitted,

Heather McArty  
 Approved   
 9/13/21