

VILLAGE OF OAKWOOD

Regular Meeting Minutes – April 17, 2023

CALL TO ORDER/PLEDGE OF ALLEGIANCE

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

| CATHI FRITZ | LINDSEY LIGHT | BOB PARR | DOIT ROBERTS | ROBERT WRIGHT |
|-------------|---------------|----------|--------------|---------------|
| Present | Via Phone | Present | Present | Present |

APPROVAL OF BILLS

Bob Parr motioned to approve the bills as presented.

Robert Wright seconded.

| | CATHI FRITZ | LINDSEY LIGHT | BOB PARR | DOIT ROBERTS | ROBERT WRIGHT |
|---------|-------------|---------------|----------|--------------|---------------|
| YES | X | X | X | X | X |
| NAYS | | | | | |
| ABSTAIN | | | | | |

Motion Carried

DEPARTMENT STATUS AND COUNSEL RESPONSE

VILLAGE HALL

Mayor Wright stated a meeting has been scheduled with Micro Systems Integration. There is a need for more training that the current IT service currently does not provide. They work for other villages and a significant portion of Champaign County.

No new updates on the village website.

PUBLIC WORKS

- Park Sewer Project – has been completed, and they are letting the ground settle more. There were two private lines hit during the digging. One ran power to the light on Obie's field, and the other was the wire to the playground camera. Both have been repaired.
- Southern Tire Mart – Everything has been cleared up with the water, but they have missed their window with the concrete contractor.
- The Box – No Updates
- Tullie's – No Updates
- Village Growth Plan – C. Fritz reported several residents willing to participate in the planning process have reached out. She has secured a chair for the committee, and now they will work on setting up meeting dates and plans.
- Scott Street Bridge – Drawings need to be drawn up then it will be ready to go out for bid.
- Sidewalk Repair Bids - All the bids were opened, and Dustin Henderson recommends that the board accept A&A Concrete for \$208,000 to replace sidewalks per the bid specs. A special meeting will be held so that this can be voted on and the project started.
- Sidewalk to Park – Farnsworth's estimate for this project was \$79,262. Mayor Wright has talked with residents about these effects, and their concern about the clean-up and planting of grass seed should not be put on the resident. This project will need to go out for bid, and it was decided to have Farnsworth do the process for bidding.

4TH OF JULY CELEBRATION

This is a citizen-led event where the Village will oversee the event programming, fireworks, use of village resources, and public spaces. The 4th of July Committee is a group of local citizens organized to plan, coordinate, and operate the 4th of July celebration on July 1, 2023. Like other public events, this committee will be the point of contact and manage any fees and finance of the program. This group will also address the organization within the approved public spaces, approved vendors, events, and engagement with local businesses and groups. The Village has agreed to pay for the fireworks and provide police, EMS, and some public works services. The committee will be responsible for setting up and clean-up, insurance, and organization as a non-profit for the event.

PROPOSED BUDGET UPDATE

The mayor stated the budget was completed and ready for public viewing. The number of accounts can be consolidated further from 10 down to 7. Mayor Wright went through each department and briefly detailed the proposed budget. There has not been much spent in the Non-Home Rule fund, but he foresees an amendment to the budget once the Village Growth Plan is up and going.

| | |
|--|-----------------|
| May 1, 2023, Total Funds Available: | \$ 2,598,114.45 |
| Total Operation Expenses: | \$ 978,990.00 |
| Total Capital Expenses: | \$ 458,000.00 |
| Total Expected Receipts: | \$ 1,042,688.63 |
| Estimated Balance, April 30, 2024: | \$ 2,203,813.08 |

Mayor Wright requested a motion to approve consolidating accounts from 10 to 7.

ACCOUNT CONSOLIDATION

Lindsey Light motioned to approve the consolidation of accounts.

Bob Parr seconded.

| | CATHI FRITZ | LINDSEY LIGHT | BOB PARR | DOIT ROBERTS | ROBERT WRIGHT |
|----------------|--------------------|----------------------|-----------------|---------------------|----------------------|
| YES | X | X | X | X | X |
| NAYS | | | | | |
| ABSTAIN | | | | | |

Motion Carried

BUDGET FOR PUBLIC VIEWING

Bob Parr motioned to approve the budget as presented for public view.

Cathi Fritz seconded.

| | CATHI FRITZ | LINDSEY LIGHT | BOB PARR | DOIT ROBERTS | ROBERT WRIGHT |
|----------------|--------------------|----------------------|-----------------|---------------------|----------------------|
| YES | X | X | X | X | X |
| NAYS | | | | | |
| ABSTAIN | | | | | |

Motion Carried

RESTRICTIONS ON FUNDS SPENDING

Mayor Wright stated in the past, there has been mention of restricting the allocation of money in a specific fund where there doesn't appear to be a state statute requiring a restriction. One fund that fits this situation is video gaming. He wants the board to be free to spend money, not already restricted at the federal, state, or county level, on projects. These unrestricted sources of funding should be available for any need the village has as part of the General Fund.

Lindsey Light motioned to approve removing any ordinance restricting general funds not determined at the federal, state, or county level.

Cathi Fritz seconded.

| | CATHI FRITZ | LINDSEY LIGHT | BOB PARR | DOIT ROBERTS | ROBERT WRIGHT |
|----------------|--------------------|----------------------|-----------------|---------------------|----------------------|
| YES | X | X | X | X | X |
| NAYS | | | | | |
| ABSTAIN | | | | | |

Motion Carried

BUSINESS PERMIT APPROVAL

A business permit has been submitted for board approval. Cindy Evelan was at the last study session explaining she is renting the building on the east side of Tullie's and would like to operate "Ya'll Come Back Slots and Pizza ." It will be a gaming parlor with six machines, alcohol sales, and a small food menu.

Bob Parr motioned to approve the business permit request for "Ya'll Come Back Slots and Pizza."

Lindsey Light seconded.

| | CATHI FRITZ | LINDSEY LIGHT | BOB PARR | DOIT ROBERTS | ROBERT WRIGHT |
|---------|-------------|---------------|----------|--------------|---------------|
| YES | | X | X | X | X |
| NAYS | | | | | |
| ABSTAIN | X | | | | |

Motion Carried

EMS AMBULANCE UPDATE

A discussion was held about 5A2s cylinder #2 being bad, and the new motor needing to be replaced at 12,000 miles. The motor replacement is covered under warranty although, Goodman Diesel suggested we replace the injectors to make sure that this will not happen again to the second new motor. The cost to replace the injectors was right at \$6,300.

The Chevy ended up having nothing wrong with it. It turned out the pressure relief valve on the air conditioning unit popped off. The unit was completely checked out and it was found to be in good running order.

Bob Parr motioned to approve the repair to the injectors for \$6,300.

Seconded by Doit Roberts

| | CATHI FRITZ | LINDSEY LIGHT | BOB PARR | DOIT ROBERTS | ROBERT WRIGHT |
|---------|-------------|---------------|----------|--------------|---------------|
| YES | X | X | X | X | X |
| NAYS | | | | | |
| ABSTAIN | | | | | |

Motion Carried

VILLAGE PARK BATHROOM BID

Mayor Wright asked for a motion to approve putting the village park bathroom expansion project out for bid.

Cathi Fritz motioned to approve Duzan Architecture Design to put the park bathroom renovations out for bid.

Doit Roberts seconded.

| | CATHI FRITZ | LINDSEY LIGHT | BOB PARR | DOIT ROBERTS | ROBERT WRIGHT |
|---------|-------------|---------------|----------|--------------|---------------|
| YES | X | X | X | X | X |
| NAYS | | | | | |
| ABSTAIN | | | | | |

Motion Carried

VILLAGE PARK COURT STRIPING / BACKSTOP MAINTENANCE

Mayor Wright updated the board that additional information has yet to be provided on the backstops. He requested a motion to approve the bid to stripe the basketball court for \$3,250. It has been asked to complete this before the 4th of July celebration if approved.

Lindsey Light motioned to approve the bid to strip the village park basketball court.

Bob Parr seconded.

| | CATHI FRITZ | LINDSEY LIGHT | BOB PARR | DOIT ROBERTS | ROBERT WRIGHT |
|---------|-------------|---------------|----------|--------------|---------------|
| YES | X | X | X | X | X |
| NAYS | | | | | |
| ABSTAIN | | | | | |

Motion Carried

VILLAGE CLEANUP DAY

There was a discussion on the annual village clean-up day. In the past, it was always the first Saturday in June. The following details were determined: Saturday, June 3, 2023. It will run from 8:00 am – 12:00 pm. Dumpsters will be available at the Public Works building. Residents must show proof of residency. Items not included in the pickup are

liquid waste (paint, motor oil, thinner), hazardous waste (gasoline, propane, chemical wastes, and insecticides/pesticides), electronics (TV's, computers, fax/copy machines, cell phones, and stereo equipment), tires, or batteries.

With the above stipulations, Bob Parr motioned to approve the Village Clean-up day to be Saturday, June 2, 2023.

Seconded by Cathi Fritz

| | CATHI FRITZ | LINDSEY LIGHT | BOB PARR | DOIT ROBERTS | ROBERT WRIGHT |
|----------------|-------------|---------------|----------|--------------|---------------|
| YES | X | X | X | X | X |
| NAYS | | | | | |
| ABSTAIN | | | | | |

Motion Carried

VILLAGE HALL GENERATOR REQUEST FOR BID

Mayor Wright asked the board for a motion to approve the request for a bid for the village hall generator. He explained this was done before, but it has been too long since the proposals were received, and the process will need to be repeated.

Cathi Fritz motioned to approve sending the village hall generator out for bid.

Seconded by Bob Parr.

| | CATHI FRITZ | LINDSEY LIGHT | BOB PARR | DOIT ROBERTS | ROBERT WRIGHT |
|----------------|-------------|---------------|----------|--------------|---------------|
| YES | X | X | X | X | X |
| NAYS | | | | | |
| ABSTAIN | | | | | |

Motion Carried

ASPHALT NORTH SIDE OF VILLAGE HALL

At the last study session, there was a discussion on continuing the asphalt parking spots that the Rail Trail did north of the village hall. There is a need for additional parking, and this would finish off the look along the Rail Trail. Mayor Wright asked for a motion to allow one of the engineering firms to come up with a drawing to continue this west of the current location that has been completed, and this would allow the proper number of parking spots that would be needed.

Cathi Fritz motioned to approve Farnsworth to develop a preliminary plan for the additional asphalt parking spots north of the village hall along the rail trail.

Seconded by Bob Parr.

| | CATHI FRITZ | LINDSEY LIGHT | BOB PARR | DOIT ROBERTS | ROBERT WRIGHT |
|----------------|-------------|---------------|----------|--------------|---------------|
| YES | X | X | X | X | X |
| NAYS | | | | | |
| ABSTAIN | | | | | |

Motion Carried

BIKE RACK REQUEST

There was a request from a village resident to put a bike rack up by the village hall. After discussion, the board felt more feedback was needed and that this would be great for the mapping committee project.

EMPLOYEE HANDBOOK UPDATE

Mayor Wright provided the board with the final draft of the employee handbook. He asked for a motion to approve.

Cathi Fritz motioned to approve the employee handbook updates as presented. Seconded by Lindsey Light.

| | CATHI FRITZ | LINDSEY LIGHT | BOB PARR | DOIT ROBERTS | ROBERT WRIGHT |
|----------------|-------------|---------------|----------|--------------|---------------|
| YES | X | X | X | X | X |
| NAYS | | | | | |
| ABSTAIN | | | | | |

Motion Carried

MABAS AGREEMENT

Caroline Darr presented to the board the updated MABAS agreement. The difference from the prior agreement is that it adds bordering states, providing resources to the Village. There is no obligation to respond to outside requests if the Village cannot, but this will be a 5-year agreement without additional costs for approval.

Cathi Fritz motioned to approve ordinance 23-04-17-01, an agreement with MABAS as presented.

Seconded by Bob Parr.

| | CATHI FRITZ | LINDSEY LIGHT | BOB PARR | DOIT ROBERTS | ROBERT WRIGHT |
|----------------|-------------|---------------|----------|--------------|---------------|
| YES | X | X | X | X | X |
| NAYS | | | | | |
| ABSTAIN | | | | | |

Motion Carried

BILLING SOFTWARE

Caroline Darr provided the board with a proposal for additional ESO software that interfaces the new billing system with the existing ESO software. This additional software allows for better communication and increased productivity. It allows for easier downloads and transfer of reports to PBS, eliminating the paperwork that is currently scanned or mailed out. This also eliminates data entry and cuts down on claim rejections. The cost of the additional software is \$395/yr., which saves about \$1500 annually in operating costs..

Cathi Fritz motioned to approve the purchase of the additional software for the new billing system. Seconded by Doit Roberts.

| | CATHI FRITZ | LINDSEY LIGHT | BOB PARR | DOIT ROBERTS | ROBERT WRIGHT |
|----------------|-------------|---------------|----------|--------------|---------------|
| YES | X | X | X | X | X |
| NAYS | | | | | |
| ABSTAIN | | | | | |

Motion Carried

RECOGNITION OF VILLAGE CITIZENS

Wayne Bugaj provided the board with information on a grass seed that has a healthier look and tall fescue. He recommends putting into the specs the requirements for repairing the landscaping around the sidewalk repairs. Several areas still need grass. Mayor Wright stated he would have Dustin look into this concern.

Wayne also inquired about road repairs being part of the budget. Mayor Wright stated there had been discussions and nothing planned beyond normal maintenance. The Village needs to find another engineer for major road renovations and replacments. The village attorney is looking into his office doing some grant writing to help find money to fund the necessary repairs.

At the last meeting, the mini library was presented to the board. Wayne is recommending that one be located at Veterans Park so those kids do not have to cross 150 to get to the library.

Lindsey Light motioned at 7:48 pm to go into executive session.

Seconded by Doit Roberts.

| | CATHI FRITZ | LINDSEY LIGHT | BOB PARR | DOIT ROBERTS | ROBERT WRIGHT |
|---------|-------------|---------------|----------|--------------|---------------|
| YES | X | X | X | X | X |
| NAYS | | | | | |
| ABSTAIN | | | | | |

Motion Carried

The board came back into regular session at 8:58 pm.

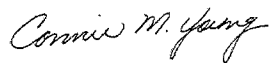
Lindsey Light motioned at 8:58 pm to adjourn.

Seconded by Doit Roberts.

| | CATHI FRITZ | LINDSEY LIGHT | BOB PARR | DOIT ROBERTS | ROBERT WRIGHT |
|---------|-------------|---------------|----------|--------------|---------------|
| YES | X | X | X | X | X |
| NAYS | | | | | |
| ABSTAIN | | | | | |

Motion Carried

Submitted by,



Connie Young, Village Clerk

Approved 5/15/23