

Regular Meeting of the Board of Trustees
Village of Philo
November 9, 2022

The meeting was called to order by President Larry Franks at 7:00 p.m. at the R.E. Franks Center in the Eileen Painter room.

GUESTS: Janet Decker, David Traxler, Chris Payne, Jim & Kathy Forrest, Tiffany Byrne, and Mike Buzicky.

ROLL CALL: Present -Trustees Kelley, Messman, Happ, Pioletti and Garrett. Absent-Trustee Brady.

MINUTES: Trustee Pat Pioletti made a motion, seconded by Trustee Steve Messman, to approve the minutes of October 12, 2022. Voice vote, all "ayes", motion carried unanimously.

ACCOUNTS PAYABLE: Trustee Kelley inquired on the truck maintenance bill of over \$1,200. Dave Traxler explained it was for full winterization of the truck. Trustee David Happ made a motion, seconded by Trustee Tom Kelley to approve the bills as presented. Roll call vote; "aye's" Trustees Kelley, Happ, Messman, Pioletti and Garrett. Motion passed unanimously.

VILLAGE ENGINEER: Mike Buzicky noted the road work will be done the first thing in the spring for Washington Street. All the oil and chip has been done. The North East storm sewer project will be bid in January February and be the first project in the spring. Hazen Park asphalt and striping is done. Remaining item to do is back stops and dugout concrete work. Jefferson Street at Emerald Lane work to be bid on in the spring. The Village truck route will be updated and a resolution will be sent to IDOT. Mike Buzicky will create map and if necessary have resolution for December. Trustee Pioletti asked if it can be changed in the future. President Franks said to do it (truck route) and send in to IDOT.

VILLAGE ATTORNEY: Marc commented that the Tax Levy Ordinance can be 4% more than last year and capped at inflation rate. David Happ made a motion, seconded by Trustee Steve Messman, to approve Ordinance No. 2022-655, Tax Levy Ordinance for the Year 2022-2023. Roll call vote; "aye's" Trustees Kelley, Happ, Messman, Pioletti and Garrett. Motion passed unanimously.

VILLAGE MAINTENANCE: Dave Traxler reported one demo permit at 402 E. Jefferson Street. Dave presented two bids for constructing stairs at the maintenance building. The bids were from KC Home Solutions for \$4,466.11 and the other from Gorman Construction in the amount of \$2,200.00. Trustee Pat Pioletti made a motion, seconded by Trustee Rachael Garrett to approve the bid from Gorman Construction in the amount of \$2,200.00. Roll call vote; "aye's" Trustees Kelley, Happ, Messman, Pioletti and Garrett. Motion passed unanimously.

Dave also presented a bid from Morton Buildings, Inc. for repairs on the existing maintenance building. It was suggested that Dave have Marty look at the small entrance door. Also mentioned workers find a neater way to do oil changes. The board decided to hold off on maintenance on the building for now. Trustee Pioletti feels strongly to be aware of need of appearance of building. The board also asked about signage at tree to be in middle of intersection of Washington and Harrison.

The security cameras have been installed and running, but no internet yet. Cables are all run but not completely set up. Trustee Kelley reminded board school speed signs on Jefferson are still needed. Mike Buzicky gave Dave Traxler and board information to review.

OLD BUSINESS: Renee sent some paperwork regarding donor signs. President Franks will call and talk to her to explain more of what we want for about \$3,000.00. The playground area to be named for Mary Schumacher and we need signs noting the donors. The laying of brick and completion of Hazen sign will probably be done next year. President Franks has a family that made an anonymous family donation of \$9,500.00. Trustee Kelley asked about a grand opening. No date has been set yet but will probably be late spring.

REFMC rule changes made by Janet were reviewed by Marc Miller. Trustee Pioletti noted changes were specifically made to address problem renters. They want to move to a NO CASH reservation process and are looking into payment via *PayPal* or *Square*. Attorney Miller commented that if no other issues, the rental policy could be adopted without the detail for payments. Trustee Garrett said it seems all is addressed. Trustee Happ asked if rental application had changes. Janet explained event detail (in the application) is the same with no changes and it doesn't contradict changes to rental policy. Another item they want to do is have the policy created in Spanish language. Trustee Pat Pioletti made a motion, seconded by Trustee Rachael Garrett to approve the R.E. Franks Meeting Center policy. Roll call vote; "aye's" Trustees Kelley, Happ, Messman, Pioletti and Garrett. Motion passed unanimously.

Hugs and Bugs rental agreement: Trustee Pioletti stated they did not request any changes. Pat noted they could have asked for sprinkler system. We asked to receive copy of DCFS report (as it relates to the building). If an emergency, language was changed that a declaration by the mayor can supersede agreement. It was agreed the rent was increased by \$50.00 per month. Trustee Pioletti made a motion, seconded by Trustee Tom Kelley, to approve the rental agreement with Hugs and Bugs as presented. Roll call vote; "aye's" Trustees Kelley, Happ, Messman, Pioletti and Garrett. Motion passed unanimously.

NEW BUSINESS: A request for a donation to the Santa Breakfast was presented. Trustee Steve Messman made a motion, seconded by Trustee Tom Kelley, to donate \$250.00 to Philo Exchange Bank, who hosts the event. Roll call vote; "aye's" Trustees Kelley, Happ, Messman, Pioletti and Garrett. Motion passed unanimously.

The Sunday cleaning service was discussed. Janet indicated staff is doing better and need a third part-timer only for Sunday. Last time we only received one quote; CINTAS does not do weekends. Recently, after putting out on *Facebook*, Janet received six responses and three wanted more information. Janet says it takes about 1 to 1.5 hours to deep clean the bathrooms. Our current part-time hourly rate is \$14.75. One or two of the interested could be contractors, as they have their own business. President Franks said it is hard to find someone as it's not an easy fit. It was suggested the Board revisit this at the January meeting.

MISCELLANEOUS DISCUSSION:

Trustee Brady - Absent

Trustee Garrett - Nothing

Trustee Pioletti - Christmas Parade update. Grand Marshal is Margaret Khachaturian. Hopefully, Philo Tavern will be open. We have several parade entries and will have a trumpet player. Expenses are for candy canes, car banners and signs along the parade route that are minimal, but costs are up and committee's possible needs are about \$1,000.00. Have had a positive response but could still use a couple of sponsors. Parade will start at 5:00 p.m. (or dark) and highlighted with tree lighting.

Clerk Kirby - Noted auditor Stan Feller is to come Monday.

Trustee Happ - Nothing

Trustee Messman - Nothing

Trustee Kelley - Nothing

President Franks - Called ABC, left message, but no response. He checked into Republic, that does clean-up day pickups. They do 3 days, Monday-Wednesday & Friday, 8 yard containers estimated at \$993.00 per month, which is a \$43.00 increase in what we pay now. Larry asked if we have a contract with ABC. Trustee Pioletti asked how we can bump up for holidays, like one extra pickup for 3-4 weeks. He also commented there is lack of communication with them. Janet Decker is to send out information to Trustees. President Franks said Janet to follow up on order in about 6-8

MOTION TO ADJOURN: Trustee David Happ made a motion, seconded by Trustee Rachael Garrett, to adjourn the meeting. Voice vote; all "aye's" motion passed unanimously. Meeting adjourned at 8:30 p.m.

VILLAGE CLERK

VILLAGE PRESIDENT