

Village of Dakota Board Meeting - Dakota Village Hall - 112 Main St Dakota, IL

Monday, April 1st, 2024

Called to Order 6:30 P.M.

Board Members Attending – Alisha Lizer, Ken Vrazsity, Kaytlyn Vrazsity, Jon Riley, Eric Lizer, Jeremy Knox,
Diane Clay

Board Members Absent – None

Clerk – McKenzie Holste

Public Attendees – Jeff Kinney

Approve Agenda

- A Motion made by Jeremy to approve the agenda for Monday, April 1st, 2024 seconded by Kaytlyn, all in favor, motion carried.

Approve Minutes

- A motion was made by Eric to approve the minutes for Monday, March 4th, 2024, Thursday, March 21st, 2024, and Monday, March 25th, 2024, seconded by Ken, all in favor, motion carried.

Approve Bills

- A Motion made by Eric to approve the bills for Monday, March 4th, 2024 seconded by Jeremy, all in favor, motion carried.

Review Financial Reports of All Accounts- Attached below.

3:20 PM
04/01/24
Accrual Basis

Village of Dakota Current Bills As of April 1, 2024

Num	Name	Memo	Amount
10.200 · Accounts payable - General			
22788193T087	Gill's Freeport Disposal	MARCH SERVICES	4,870.50
33995	A. C. McCartney Farm Equip. Co.	KUBOTA COVER, DISC 12K22	40.88
15431	Menards		138.35
7748	A. C. McCartney Farm Equip. Co.	KUBOTA COVER, DISC 12K22	-40.88
7749	Gill's Freeport Disposal	MARCH SERVICES	-4,870.50
TREE REMOV...	BACKWOODS Tree Removal LLC		8,350.00
AMAZON/CAR ...	BRADLEY CURTIS	COP CAR CAR WASH AND CAR CHAR...	38.53
9727	Neighborhood Office Solutions	SURGE PROTECTOR	50.00
24416021110324	Com Ed 1-Street Lights	STREET LIGHTS	694.22
Total 10.200 · Accounts payable - General			9,271.10
30.2000 · Accounts payable - Sewer			
13780	LYONS LAB		200.00
13818	LYONS LAB		200.00
67982771901	constellation	8084755	445.20
67746650502	constellation	8084750	129.25
Total 30.2000 · Accounts payable - Sewer			974.45
40.2000 · Accounts payable - water			
321	TR MACHINE INC	UPS SHIPMENT 3/4/24	8.01
75003563	City of Rockford Water Dept	LAB FEES 2/5/24	60.00
301447	USA BLUEBOOK	FLUORIDE	133.75
34650440801	constellation	8084753	1,853.00
67982633101	constellation	8084754	1,511.07
Total 40.2000 · Accounts payable - water			3,565.83
TOTAL			13,811.38

Account Balance as of April 1, 2024

10.0000 - General Fund Accounts

10.2500 · GENERAL FND SB CHECKING	\$434,175.29
10.2550 · General Fund MMP	\$305,116.95
10.1020 · Gen Fnd Sewer Surplus SBD	\$146,476.92 ARPA Funds \$63,654.75
Total	\$885,769.16

10.2600 · PAYROLL SB CHECKING	\$19,981.65
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*American
Relief
Funds*

30.0000 - Sewer Fund Accounts

30.2510 · SEWER CHECKING SBD	\$50,128.84
30.2550 · Sewer Fund MMP	\$33,707.06
Total 30.0000 · Sewer Fund Accounts	\$83,835.90

40.0000 - Water Fund Accounts

40.2500 · WATER FUND SB CHECKING	\$136,282.23
40.2550 · WATER FUND MMP	\$370,363.84
Total 40.0000 · Water Fund Accounts	\$506,646.07

20.0000 - Motor Fuel Tax Accounts

20.1010 · MFT Savings (SBD)	\$118,581.69 Rebuild Funds \$ 33,347.40
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Review Time Sheets- Only discussion was on who should be cleaning park bathrooms, and that they will be locked during the upcoming freezes.

Resident Permits & Requests-

345 W. Schaffer St.: The owner originally requested a driveway permit but decided that he would like to put up a garage instead. The permit fee for a garage is \$100 vs the \$25 from the driveway, therefore the current permit will be voided. He will need to reapply and submit the specs for the garage build.

A motion was made by Eric to void the permit for 345 W. Shaffer St. for the driveway, seconded by Jeremy, all in favor, motion carried.

Chickens: A main St. resident would like to know if the board will reopen the conversation on chickens. The board has not had a town hall chicken discussion, so Eric suggested setting a date and if no one shows up, the conversation is dropped. However, the board already had a meeting last summer and no one showed up. All board members were in agreeance that they will not reconsider at this time unless they hear from more citizens.

New Business

WasteWater Treatment Facility (WWTF) Updates- EPA loan was approved at the end of March at the current costs. We will not need to increase the current rates. The rates for the citizens are set where they should be to cover costs as of now.

Discussion and Review of Loan Request #1 for WWTF Loan Project- Alisha read and reviewed the loan request packet that Jill from community planning sent over. A portion of the loan request is for \$158,000 of engineering fees that the town has already paid out, so that will be reimbursed to the town. This is the same case for the \$22,500 to CFPS for the loan application and loan project plan invoices. These will reimburse the town as well. There is one additional invoice for \$10,000 for the loan administration that the IEPA will cover 100%. It will take approximately 2-3 weeks for the village to see these funds. Kelsey will begin work this month, and he will bill out his work. Then we will send it to the EPA, and wait for them to pay out. **A motion made by Eric for the loan disbursement request #1 for \$190,500, seconded by Jeremy, all in favor, motion carried.**

Lead Line Service Project Update- The EPA Grant for \$30,000 was approved. The village will receive this in two \$15,000 checks. The payment was already made to FEHR Graham, so this will be a reimbursement to the village. However, we currently have less than 50% compliance for answering the lead line questionnaire. It is the job of the board to spread the word to complete the requirements. Alish is also going to share a link on Facebook because they are also able to complete it online.

Discuss Water/Sewer Operator- Chris from Test INC. is currently on vacation, and he will communicate once he gets back. Steve offered to take the board on a walkthrough so that they can see what he does on a day-to-day basis so that the board has an understanding of the position. Steve gave Alisha a list of job duties that he takes care of. Jeremy mentioned talking to the maintenance personnel in Orangeville, and even though their system is different, they may be able to estimate how many additional hours they pay Test INC. for. Currently both Test INC. and Steve are selling themselves to try and keep or earn the position. Alisha emphasized that if the board decides on Test INC., if there are problems, the major will not be the one it falls on. It would fall onto the board member who is in charge of the water or sewer department depending on the issue at hand.

Steve gave Alisha a list of dates to complete the walk through. The board decided on April 11th, and will complete an ordinance meeting following the walk through. They will start at the village hall and then go to the pump house at the park.

The board is highly interested in having Chris from Test INC. start for the sewer side of things, so we will need to get a quote for just this service. From there, the board could decide on the

options for the water position. It also allows time to develop the maintenance position as well. Eric also mentioned that it is a good idea to bring in Test INC. now while the sewer project is being completed.

Maintenance Position Duties and Wages- The board reviewed both 2022 and 2023 payroll summaries listing the total of what was paid out for each position. A copy of this is available at the hall if anyone is interested in these numbers. The only thing that was not included were the invoices paid for basic maintenance. For example, small tree removal, painting of the lines, etc. Painting could be done instead of bidding it out.

Jeremy thinks that we should post the position for \$41,000 salary which breaks down to \$20 an hour. They could then negotiate based on current skills.

Durand's maintenance person may be looking for more hours. Along with Durand, Orangeville, Winslow, Stockton, Davis, and Lena all have maintenance personnel. We do not have the information on the wages, so if the board wants to know, they will need to reach out to find out the information.

Letter to Main St. Property Owner- Alisha reached out to our attorney to draft a letter officially letting the property owner know that the lower tenant needs to be evacuated by October 1st, 2024 and that the top floor is the only place that apartments are allowed. Steve is on vacation, so she has not heard back yet.

Kenzie will send the property owner an email letting him know an official letter will be coming from the town, and attach the December minutes as well.

Sludge Removal at Sewer Pond Lift Station Update- Alisha talked to Matt and Mark Kelsey. Mark will remove the sludge at the holding tank. This will no longer be through Franks. Working with the American Relief Funds, these will be applied to the sludge removal right away at the beginning of this project so that we do not risk running into the deadline. The \$63,654.75 will be used towards the removal of sludge from all sewer ponds.

Yard of the Month Schedule- This will be from May-October and the board members will bring their nominations to the board meeting.

Any Additional New Items- Ken mentioned the fire hydrants- walking around and locating them to get them painted.

Old Business

Village Maintenance Position- Bring information for the maintenance position (wages & tasks) to the April 11th meeting so that we can keep this moving.

Cell Phone for the Village Hall- Jon still needs to look into U.S. Cellular. Alisha believes we need to keep both phones so that the emails are available on the email instantly. She also brought up the fact that the mayor needs a cell phone dedicated to village work. Currently her personal phone is used for government use. The cell phone could then be passed on to each major, and always be the same phone number. They would try to get the number set up as a 449 number so

that it could be a local number. Most area towns went to cell phones. This is also important for the dual authentication.

Old Clerk Desk- Alisha has not heard back from Steve on this yet. However, if we are able, still planning to post it as a giveaway.

New Village Auditor- Melody talked to our auditor. He might consider staying if he can get paid more. The board stated to have the auditor put together a package and present it. If we pay him more money he needs to stay updated. Eric wants the audit done in the year that it is for. \$20,000 was roughly the estimate from Benning group and it was a lot more than what we pay now. Lucas Group or Wiffly were the two recommendations John had.

Water and Sewer Operator Options- This will remain on here until we get this finalized.

Wages Increase- Based on how the ordinance was placed, the board is not sure the clerk and treasurer were supposed to go to hourly positions. They will research if it was supposed to be a salary position. Alisha will ask ILML about hourly vs monthly wages for the clerk and the treasurer as well.

Discuss Option for Repairing or Replacing Village Hall- Konner Toelke park train station cement removal quote. We are going to wait for more quotes to be making a decision. Jeremy and Eric are both working to get quotes from a variety of businesses.

Gravel Needed for Sewer Pond Drive- Waiting for quotes before making a decision.

Televising Sewer Drains- Tabled for a later date.

Any Additional Old Business- Get prices quoted for sound boards at the community center.

Board Member Committee Reports

Sewer – Eric and Alisha will get the sewer pond lock picked up this week. Alisha needs to talk to Brian & Luke about the yard pick up beginning on the 15th. If so, that would be the date to set the lock and set a schedule for when the sewer pond is open. 1st and 3rd Mondays would be ideal for openings to be allowed to dump, but not while the pond project is going on. Ken brought up considering using the county's burn pile during the sewer project, but someone will need to call to see if they will allow this. We will make a Facebook post about the locking of the gate, as well as clean updates for small brush and openings for dumping. Pond will be locked April 15th through the duration of the project.

IDOT Eric has not heard back. Imagining that will be a while. Speed limit change will be under investigation and looking at a 2-month process. Engine breaking has been applied for.

One quote for the sidewalk. Will be reviewed later in the meeting.

Water – Quote from Ceroni for Emergency Alert System \$8,380 for the pump house. Programming and showing us how to use the system. This is a cellular service for \$320/year.

This way it doesn't alert during WIFI outages or WIFI issues. This would be placed at the pump house because that is where the problem would originate. This would be for one pump house and the town has 2.

If you shut a pump house off, does it say it was turned off on purpose? Can you identify which pump house the alert is coming from?

The board will wait to make the decision until an official decision is made on the water operator position.

Generator does not need to be stationary according to both Test INC. and Bordner. Ask Steve to figure out if a generator is required at each pump house. Alisha will ask Brian Geisman about getting in contact with someone who can read the draw so that we know how big of a generator is needed.

Pipe replacement – half the coast is the lift rental, but all companies are going to need that cost. Old helm quote, current Ceroni Quote. Waiting to see if Kelsey wants to do it. Then decide.

Park & Community Center – Community center lock is dead. Look into true bolt at Menards. Home Depot has a bigger line of options. Slaggs at Home Depot was a recommended brand. The board needs to price out options in case Alisha and Erica cannot fix the one at the community center. They would look into replacing all locks that have caused issues this year.

Kaytlyn is going to price out options for a new drinking fountain at the park. The drinking fountain is a memorial, so she will need to get ahold of the memorial family once decisions are made, and the plaque may need to be transferred. We will also need to make sure the new fountain is ADA compliant.

Kaytlyn had to pick up sticks during Easter set up, so maintenance will need to revisit the park after the pending weather.

Jill Pepin asked about the park project and suggested having Dan Pepin from community planning meet with the board to do 5-year budget plan. The board decided to have Alisha reach out and set a date with Dan because this sounds like a good idea with the handful of projects going on. It would be a good idea to know where the village sits.

Village Property – Pump house doors will get painted sometime soon. Light on the outside of storage shed needs replaced. It's a plug-in light so an outlet needs to be added. Ken is going to look into it. The furnace needs removed from the shed as well, but this will take several people as it is very heavy.

The board discussed getting fire hydrants painted, and there is a map in the hall of the current hydrants.

Streets and Sidewalks – Working on getting ahold of Helm for a quote on Main Street. Looking to keep it under the cost limit so that we do not need the extra expense of an engineer.

Jeremy is getting Mainstreet priced block by block by Helm, however an Engineer will need to okay off the plan. He recommended reaching out to Fehr Graham. Alisha needs to ask Matt Hanson if Willet Hoffman would sign off on the specs from Helm or if they need to be the ones to actually draw up the planning. In order to use motor fuel tax money to do these upgrades, there has to be an engineer that signs off on it.

Labree sidewalks quote for across from the park, SW of the park, and SE of the park. For all three sidewalks, the quote was \$8,990.00.

Alber and Son Quote for cement removal south of the park for \$9,900.

No action taken on any quotes. We are giving businesses until the 15th to submit any quotes, and decisions will be made at the meeting that night. Kenzie will send out emails to notify the businesses we have received quotes from.

Trees & Signs –

Gacob Lenox and Carl Chriss will quote the stump removal. The tree on Chris Krueger's property, Ken is going to have him show him the property line so that whoever does the work is not on his property.

The nature trail is full of smaller trees and brush that Ken plans on leaving for now. If we hire a maintenance person or the board has a weekend to work on it, he will rent equipment from Sunbelt to get it cleaned up.

Kenzie will ask Alber for an updated quote of dirt and seed, as well as ask Paul Labree if he would like to quote the removal across from the park. Both need to be submitted by April 15th meeting or they will not be considered.

Public Comments

Chris Helwig as gravel and is usually quick and responsive.

Adjourn

- **At 8:42 p.m. A motion was made by Eric to adjourn, seconded by Jeremy, all in favor, motion carried.**