

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

**Monday, January 8<sup>th</sup>, 2024**

**Called to Order 6:31 P.M.**

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

Board Members Absent – Diane Clay

Clerk – McKenzie Holste

Treasurer – Melody Sweet

Office Administrator- Loraine Plaster

Public Attendees – None

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### **Approve Agenda**

New Business Items #11, #12, and #13 were added.

- **A Motion made by Eric to approve the agenda for Monday, January 8<sup>th</sup>, 2024 seconded by Jeremy, all in favor, motion carried.**

### **Approve Minutes**

- **A motion was made by Eric to approve the minutes for Wednesday, December 6<sup>th</sup>, 2023 seconded by Jon, all in favor, motion carried.**

### **Approve Bills**

- **A Motion made by Jon to approve the bills for Monday, January 8<sup>th</sup>, 2024 seconded by Ken, all in favor, motion carried.**

Review Financial Reports of All Accounts- Attached on the next page.

Village of Dakota  
**Current Bills**  
 As of January 8, 2024

Num	Name	Memo	Amount
<b>10.2000 · Accounts payable - General</b>			
INDEC2023	SHOCKEY & COX, LLC	LEGAL FEES FOR 2023	4,500.00
7727	SHOCKEY & COX, LLC	LEGAL FEES FOR 2023	-4,500.00
26734361223	Casey's Business Master Card	november fuel	146.62
7728	Casey's Business Master Card	november fuel	-146.62
32836	BORDNER ELECTRIC	park, flag pole and breaker box	83.66
24930630061223	Com Ed 1-Street Lights		673.45
7729	Com Ed 1-Street Lights		-673.45
81544922180124	Frontier		125.86
26734360124	Casey's Business Master Card	DEC	37.09
22570571087	Gill's Freeport Disposal	JAN 2024	4,870.50
BOX 162-120124	Postmaster	1 YEAR RENEWAL PO BOX 162	70.00
Total 10.2000 · Accounts payable - General			5,187.11
<b>30.2000 · Accounts payable - Sewer</b>			
67196979001	constellation	8084750	734.37
67222972501	constellation	8084755	286.16
35048	WILLETT HOFMANN	PROJECT 1030D23	18,160.00
13647	LYONS LAB		200.00
32903	BORDNER ELECTRIC	CONVERT SMALL BLOWER TO 2 DRIV...	307.90
Total 30.2000 · Accounts payable - Sewer			19,688.43
<b>40.2000 · Accounts payable - water</b>			
75003448	City of Rockford Water Dept	samples november 7	57.00
66940620101	constellation	8084753	627.18
4718	constellation	8084753	-627.18
67223021301	constellation	8084753	524.27
67222891401	constellation	8084754	1,079.91
304	TR MACHINE INC	UPS SHIPMENT 12/4/23	11.18
309	TR MACHINE INC	UPS SHIPMENT 1/2/24	9.81
Total 40.2000 · Accounts payable - water			1,682.17
<b>TOTAL</b>			<b>26,557.71</b>

Review Time Sheets- No discussion.

Resident Permits & Requests-

*312 E. Davis St. Sewer Damages Repair Request-* A bill was submitted for the cost associated with repairing damage done when the sewer backed up into their property. The board already reimbursed for the cleanup, and this request is for the repairs. Alisha is going to look into what insurance will cover but wanted to show the board and make them aware of the request. Melody is going to get the invoice to Alisha for the insurance.

No other permits or requests at this time.

## **New Business**

Wastewater Treatment Plant Updates- The Illinois EPA sent the letter for the loan that is finalized and added to our files. Everything looks to be on track and will start rolling here towards the end of the month.

Discuss Water and Sewer Operator Options- Alisha has found out and known for a little bit that Rob is looking to get out of the sewer operations positions at some point. She heard that the guy who does Orangeville's has been doing a great job. She was anticipating a quote from him for just sewer, however he quotes for both sewer and water because Orangeville runs both through the same company. It is significantly cheaper than our current situations, however will be less assistance than what Steve does or will do modernizing our water system. Alisha has a quote from the company they use that would do both for \$600 a month. However, they are located in Peru, Illinois, so they would not be able to be here in an emergency like situation in a timely fashion.

There is discussion of the EPA mandating daily testing for water and sewer. Currently we do not have someone who would be willing to do that. We need to be thinking about this as we move forward so that we are prepared in case we have to follow these. This daily testing will not be included in the company from Peru's work.

Jeremy brought up the fact that we are currently paying well over double the \$600 a month with who we currently have in place, and are we really getting our money's worth of information or work? The board discussed hearing from both the company from Peru, as well as bringing Steve back in for questions regarding what all is included for the price. Alisha is going to work on getting these meetings set up and work with the schedules.

Discuss a New Village Auditor-The village are in search of a new auditor. Our current auditor is no longer doing municipalities, and as Melody has begun searching, there are many auditors who either do not take on municipalities or they are very expensive. If the board knows of anyone or contact numbers, they should get those to Alisha or Melody and they will make the contact call. No matter what, the board should expect a price increase.

Discuss Quotes and Bid Procedures- Going forward, all bids or quotes need to be mailed or emailed directly to the Village. Any bid or quote brought in by a board member will not be eligible for discussion.

Discuss All Wages and Minimum Wage Increase- As of January 1<sup>st</sup>, 2025 minimum wage went up. The board is going to take a look at everyone's rates. This is how they are currently paid as:

Chief of Police- \$30/hr

Janitor- \$15/hr

Snowplowing- \$30/hr

Sewer Operator- \$17/hr

General Labor/ Lawn care- \$20/hr

Water Operator- \$17/hr

Clerk & Office Admin- \$20/hr

Treasurer- \$20/hr

The board is to call around and see what others are paying and bring any potential increases they see fit to next meeting. The last rate adjustment for the clerk and treasurer was 2019, so those are the most likely to be adjusted.

Discuss Sewer Pond Dumping and Signs Needed- The dumping at the sewer pond was outrageous. You could not even drive around down there because of the mess created.

We need to get signage posted because once construction begins, the dump will be closed to the public. Alisha will get 2 signs made to be posted.

**A Motion made by Eric to approve signs to be made not exceeding \$500, seconded by Jeremy, all in favor, motion carried.**

Jeremy also mentioned having Kenzie update the village page with the date and the closure once we know that information.

Once the construction and upgrades are done, can we allow public down there? We cannot have it looking like it did again.

Discuss Need for Sewer Pond Gate- The above discussion leads into the need for a sewer pond gate. To limit the access to the public and the limit the opportunities to create a mess like is out there now. The board discussed looking into a sliding gate that follows parallel with the fence. It will acquire costs with the need for electricity and any maintenance, however they mentioned getting power from the electrical pole that is right there.

Garbage needs access to get the dumpster. The board also discussed having this picked up every other week instead of every week due to the lack of usage.

Public safety, as well as the protection of village equipment and systems is at the forefront of this issue. There is also the issue of illegal dumping that the village is trying to prevent. The board members are to look into getting quotes for a new sliding gate, or other options.

The board will figure out how/when the dump will be open to the public once we have some options for the gate. The potential for monitored dumping days is the direction they are looking.

Gravel Needed for Sewer Pond Drive- The gravel from Fawver Road to the pole at the sewer pond has washouts and pot holes that need to be filled. The snow plow is going to struggle plowing this area due to the condition. Jeremy is to get quotes sent to the village for this. Looking to patch now, and a fresh layer in the spring.

Discuss Obtaining Surveying North of Dakota Village and Sewer Pond-

The sewer pond needs to be done so that we can ensure that the work we are doing is on our property. Alisha also mentioned fencing the entire thing off so that we can know exactly where our property line is.

The North part of town needs to be surveyed because there is nowhere that it is clearly stated who owns what. Currently it is farmed, and if that is truly our property, the board needs to make sure it is being handled correctly.

**A Motion made by Eric to approve the surveying of the sewer pond and the north portion of the village costing up to \$5,000 per location, seconded by Jeremy, all in favor, motion carried.**

Planning and Budget for Easter Egg Hunt in the Park- Easter is very early this year and with dates for the community center booking quickly, the board needed to look at the options. Weather is also going to play a factor. The date will be March 30<sup>th</sup>, however the community center is booked. Alisha or Kaytlyn will look into the availability of the fire station that day for a back-up plan in case there is still snow on the ground at the time, it is too muddy, or raining.

**A Motion made by Jon to approve an Easter budget up to \$325 seconded by Ken, all in favor, motion carried.**

Alisha also noted for Kenzie and Loraine to look into blocking off the Saturday before Easter every year going forward, as well as the 2<sup>nd</sup> weekend in December for Cookies with Santa that way the indoor option is always available for Easter, and the date for Cookies is set going forward.

Approve New Tires for Skid Loader- The skid loader is currently operating with a spare tire on it, and they are in desperate need of replacement. After some discussion the board does not think they have ever replaced the tires on the skid loader.

**A Motion made by Eric to approve new skid loader tires costing anything up to \$1750 seconded by Ken, all in favor, motion carried.**

Renew Electrical Contractor for the Village- Constellation sent over a 1 year, a 2 year, and a 3 year contract for the board to review. Their advice was the 2 year contract because of a potential increase they see coming, with hopes of change before the 3 year. Jon discussed the benefit of doing the 2 year contract as well. Locks in what our expense is for 2 years, and protects us from the expected increase, however doesn't take us too far out that if there is a decrease after or near 2025, we will be able to take advantage of that.

**A Motion made by Eric to approve the 2 year Constellation Electrical contract seconded by Jon, all in favor, motion carried.**

Medical Restrictions for Alisha and Eric- Eric will go in for bicep surgery at the end of January and will communicate with other board members if something physical needs done that he is unable to do for the duration of his 6 month recovery period. Specifically, the board members will take turns to clean out the sewer grates and etc. Alisha goes in for vocal cord surgery and will not be able to communicate verbally for several weeks. Kaytlyn will run next meeting for Alisha, and all communication through majority of February will be done via email or text.

Additional New Business- Ken will be gone next meeting.

### **Old Business**

Reminder of Sewer Sealed Bid Meeting- There was an error on the minutes. This meeting is actually February 22<sup>nd</sup>, 2024.

Discuss Option for Repairing or Replacing Village Hall- It is evident that the current hall is not the ideal set up and building for Village functions. Before putting money into fixing the current hall, we should consider the potential for a new building. Discussion was had about location on the north side of town or at the park. Majority were favoring looking into the park location. Alisha emphasized that specs will need to be created and it is the responsibility of the board to get the ball rolling on the idea of this project. She will reach out to her contact to see if there is any grant money or funding available for such projects.

Discuss American Relief Funds- These funds need to get used or we lose them. The board discussed and decided that their top projects to use these funds for would be GPS the village for water shut offs, a portable generator, or the water tower alert system. Alisha will ask Matt about the generator options and shoot out an email to the board with the answers to what type of generator we can/ should have. The board is responsible for getting quotes sent to the village so that they can be decided and voted on. Alisha, Kenzie, and Melody will also work together to figure out how much funding is left to be used, and when it needs to be used by.

Discuss Televising Sewer Drains- This is a project that will wait until spring and nicer weather.

Discuss Park Project- Keep working towards this and decide if this is something we want to do in the spring. Ken and Kaytlyn discussed referencing the list that was created at a previous board meeting. Starting to get quotes and get the ball rolling.

Any Additional Old Business- As an overall note to old business, even though some of these items cannot be completed till spring, if the board can get quotes to the Village and voted on, the ball can get rolling and projects completed sooner rather than later.

### **Board Member Committee Reports**

Sewer – Sewer Grate Cleaning for Spring of 2024

Eric is going to call Franks to get a quote sent to the Village for sludge pump out.

Water – Jon is going to meet with Spencer at Ceroni's about the Emergency Alert System for Water Tower

The generator for the pump house was discussed minimally. Any quotes need to be sent to the village.

There has been no contact from Kelsey's about the Pope Replacement on Water Tower. Quote was to be sent to the village email a few weeks ago. Jon will touch base again to check in.

Park & Community Center – Painting of the park bathrooms will take place in the spring.

No tiles have been ordered for the community center repairs yet.

Kaytlyn is going to work on taking the holiday lights down at the park as weather permits. She is also going to get the sign placed that Alisha made for the Community Center door.

Village Property – Only one company has quoted the repairs of the Village Hall Joists, however after above discussion, the board going to wait to make any repairs until a definite decision is made to keep the building that the hall is currently located in.

This is the same decision for the gutters.

Painting of pump house doors will happen sometime in April or May.

Ken believes that we should look into painting fire hydrants. There are some that we are unsure if they currently work, and they are camouflaged into their surroundings. In the spring, he will get ahold of the fire department to make sure the ones we are painting have been flushed. Looking into painting them a bright red.

In addition to discussion had before, the board created key factors when looking into a new building/location for the Village Hall. They included a small kitchen, handy cap accessible bathrooms, community hall area in the front, 2 offices in the back, and the potential to have a garage for the police car. It is the board's responsibility to start looking into getting specs created. Alisha will look into the possibility of grant money to fund this project.

Streets and Sidewalks – Jeremy will get the quotes for Main Street sent directly to the Village for potential road and sidewalk improvements. Light discussion was had about the fact that any project quoted under \$24,999 does not have to be opened up to out

There is still a need to fix the Davis Street Sidewalk. This will happen in the spring.

The board would like to look into developing a Snow Emergency Plan for the winter of 2024. Signage posted, and something similar to the plan Davis has in place.

Trees & Signs – Diane was absent, however most of the trees have been removed or trimmed and look very nice. There are still a few trees to remove throughout the village, including two near Alisha's home.

In the spring, Ken will stake out the stumps that need to be removed. There is one large stump remaining from last cutting on Davis Street that got missed before.

### Public Comments

None

### Adjourn

- **At 8:33 p.m. A motion was made by Eric to adjourn, seconded by Ken, all in favor, motion carried.**