

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

Monday, May 6th, 2024

Called to Order 6:33 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

Treasurer- Melody Sweet

Public Attendees – None

Approve Agenda

- **A Motion made by Eric to approve the agenda for Monday, May 6th, 2024, seconded by Jon, all in favor, motion carried.**

Approve Minutes

- **A motion was made by Jon to approve the minutes for April 1st, April 15th, and April 26th, seconded by Jeremy, all in favor, motion carried.**

Approve Bills

Additional reimbursement not listed below to Kaytlyn for discount Easter Eggs for \$12.23.

- **A Motion made by Jon to approve the bills as of May 6th, 2024, seconded by Eric, all in favor, motion carried.**

Review Financial Reports of All Accounts- Attached below.

ACCOUNT BALANCES 4/30/24

Account	
10.0000 · General Fund Accounts:10.1049 · Genral Fnd Saving CD(SBD)	\$33,401.98
10.0000 · General Fund Accounts:10.1050 · Genral Fnd Saving CD(SBD)	\$32,274.39
10.0000 · General Fund Accounts:10.1059 · General Fund CD (SBD)	\$65,810.35
10.0000 · General Fund Accounts:10.1060 · General Fund CD (SBD)	\$43,802.84
10.0000 · General Fund Accounts:10.1061 · GENERAL FUND 15MNTH CD	\$44,337.72
General CD Total	\$219,627.28
10.0000 · General Fund Accounts:10.2500 · GENERAL FND SB CHECKING	\$448,113.18
10.0000 · General Fund Accounts:10.2550 · General Fund MMP	\$305,163.59 ARPA Funds \$63,654.75
10.0000 · General Fund Accounts:10.1020 · Gen Fnd Sewer Surplus SBD	\$146,499.31
General Fund Total	\$899,776.08
30.0000 · Sewer Fund Accounts:30.2510 · SEWER CHECKING SBD	\$38,163.53
30.0000 · Sewer Fund Accounts:30.2550 · Sewer Fund MMP	\$33,710.49
Sewer Fund Total	\$71,874.02
40.0000 · Water Fund Accounts:40.2500 · WATER FUND SB CHECKING	\$147,833.52
40.0000 · Water Fund Accounts:40.2550 · WATER FUND MMP	\$370,420.46
Water Fund Total	\$518,253.98
20.0000 · Motor Fuel Tax Accounts:20.1010 · MFT Savings (SBD)	\$120,233.69 Rebuild Funds \$33,347.40
Motor Fuel Total	\$120,233.69

5:37 PM

05/06/24

Accrual Basis

Village of Dakota

Current Bills

As of May 6, 2024

Num	Name	Memo	Amount
10.200 · Accounts payable - General			125.93
81544922180424	Frontier		4,870.50
228700061067	Gill's Freeport Disposal	APRIL	-125.93
7755	Frontier		-4,870.50
7756	Gill's Freeport Disposal	APRIL	120.00
VILLAGEOFDA...	Computer Know How, LLC	DESKTOP CARE ANNUAL	34.00
CARWASH0424	BRADLEY CURTIS	CAR WASH 04/12/24 AND 4/27/24	42.95
17207	Menards	keys tags, security cable	177.50
3552	MIDWEST PATCH	2-30X36 EXCESSIVE ENGINE BREAKIN...	125.99
81544922180524	Frontier		718.67
24416021110524	Com Ed 1-Street Lights		4,845.50
22948258T087	Gill's Freeport Disposal	MAY 2024	
Total 10.200 · Accounts payable - General			6,064.61
30.2000 · Accounts payable - Sewer			
35585	WILLETT HOFMANN	I030D23/LAND APPLICATION AND SLU...	13,575.55
67966830301	constellation	8084750	853.64
5537	constellation	8084750	-853.64
5538	WILLETT HOFMANN	I030D23/LAND APPLICATION AND SLU...	-13,575.55
35704	WILLETT HOFMANN	GEORGE HANSSN PRINCIPAL ENGIN...	2,295.30
13892	LYONS LAB		200.00
68198023201	constellation		154.88
68181628201	constellation	8084750	677.86
L172032-39	Illinois EPA Amalgamated Bank	SEWER REPAYMENT LOAN	6,608.86
ACH	Illinois EPA Amalgamated Bank	SEWER REPAYMENT LOAN	-6,608.86
Total 30.2000 · Accounts payable - Sewer			3,328.04
40.2000 · Accounts payable - water			
2024-18	Kelsey Excavating, Inc.	WATER SERVICE REPAIR 215 BAIRD ST	2,150.00
2024-24	Kelsey Excavating, Inc.	WATERMAIN BREAK 108 E ZIMMERMA...	2,880.00
2024-29	Kelsey Excavating, Inc.	LANDSCAPE FROM WATER MAIN BRE...	2,400.00
15150	Mark's Chemical LLC	50 GAL SODIUM SOLUTION	250.00
4731	Kelsey Excavating, Inc.		-7,430.00
4732	Mark's Chemical LLC	50 GAL SODIUM SOLUTION	-250.00
75003599	City of Rockford Water Dept	SAMPES 3/4/24	60.00
323	TR MACHINE INC		8.00
122463	Fehr-Graham & Associates	LEAD SERVICE LINE INVENTORY	7,500.00
68198516501	constellation	8084754	372.15
68197433501	constellation	8084753	549.97
Total 40.2000 · Accounts payable - water			8,490.12
TOTAL			17,882.77

Review Time Sheets- No discussion.

Resident Permits & Requests-

345 W. Schaffer St.: The board had looked at this once and the owner changed their mind. They have now returned to the original plan.

A Motion was made by Jon to approve the driveway for 345 W. Schaffer St., seconded by Ken, all in favor, motion passes.

214 W. Zimmerman St.: Wooden fence being built. No access to the water main, so they will need to add a gate there.

Eric makes a Motion to approve the fence for 214 W. Zimmerman St. With putting a gate right at the water main, and the fence can be no further than the garage on Church St., seconded by Ken, all in favor, motion passes.

Kenzie will mail the copies of both approvals.

There is a Wyler resident who did not request a permit for a driveway. The concrete sits up 3 inches taller than the road. There is roughly a foot and a half gap to the road. The issue arises during the winter and the plow potentially running into issues. Alisha and Ken will meet with the homeowner to address possible solutions. The homeowner came down to pick up a permit application this evening before the meeting.

New Business

WasteWater Treatment Facility (WWTF) Updates- None as of today.

Approve Widening Fawver Rd. Entrance to Sewer Pond- The flatbed that will haul in equipment will not fit, therefore the entrance needs to be widened. Mark Kelsey will be filling in the mouth of the driveway with a bid of \$1582 before he begins the rest of the work.

A Motion made by Eric to approve Mark Kelsey for the driveway and pothole filling for \$1582, seconded by Jeremy, all in favor, motion passes.

Sewer pond side note. A lot of illegal dumping happened over the weekend. Alisha is going to check the cameras and get the company to come clean it up. The south end of the sewer will be locked as well. One key will open both gates.

Test INC Update- Starting Sewer June 1st. Will start with only sewer and gradually transition to water. The board is going to request that our current water operator see the lead line project through.

Lead Line Survey Update- 48% Nothing has changed. Alisha is looking into options to get this completed. It has turned out to be a larger project than the board originally thought when it was presented.

Review Full Time Maintenance Position Job Duties for Public Posting- Could not be posted until the dollar amount is changed in the ordinance. Add permits and review permitted construction for during interviews. If passed, it will be posted after the meeting.

Salary for Full Time Maintenance Position-

A Motion made by Jon to approve the changes to Ordinance 1-11-7.4 Compensation of Cillage Employees that reads

- A. Chief of Police: \$30.00 per hour plus expenses.
- B. Janitor: \$15 per hour
- C. Snow Plowing: \$30 per hour
- D. Water Operator 2: \$17 per hour
- E. Sewer Operator 2: \$17 per hour
- F. General Labor and Lawn Care Part Time (Village and Sewer Pond): \$20 per hour
- G. Village Maintenance Full Time \$40,000.08 Salaryper Year
- H. Water Operator: \$1150 per month
- I. Sewer Operator: \$250 per month

Seconded by Jeremy, all in favor, motion passes.

Kenzie will make the updates and post these this evening.

Alisha did some math and the total difference in having a full-time maintenance person is an increase of \$19,500. The discussion of a year over year raise would need to be considered if questioned during interviews.

Discussion was had about the list of duties compared to the salary. This potentially could be a second job for someone as long as they are putting in 40 hours and getting everything done. Needing someone ambitious.

Maintenance Interview Date- May 20 6 PM- Alisha will keep updated on the scheduling of this. Intending to have a meeting following interviews so that tasks can get completed leading into summer months.

Salary for Clerk and Treasurer- Alisha will email ILML to see if these have to be salary positions or if hourly is okay. The board is all in charge of contacting other towns to see their rates and bringing them to the May 20th meeting so that this can be decided on.

Discuss Semi-Annual VS Quarterly Compensation of Village Board Members- Minimal discussion was had on this. The board wanted whatever was easiest for the Clerk and Treasurer. They decided to leave it as is.

Approve Purchase of 2024-2025 Postage- 200 Books for \$2,720.00

A Motion was made by Eric to purchase 200 Books of stamps for \$2,720, seconded by Jeremy, all in favor, motion passes.

Discuss and Approve 2024-2025 Appropriations- Attached Below.

Discussion was had about the several different projects currently happening for the village. With the sewer project having many unknowns as far as fees, timing of payments, and the exact needs for generators, the board did their best to include everything they could think of in the budget and appropriations. Attached below is the breakdown, as well as the signed estimate of revenue.

The board reviewed each category carefully making sure to include the changes for a new village auditor, the full-time maintenance position, and legal fees.

VILLAGE OF DAKOTA, ILLINOIS
 All FUNDS FISCAL YEAR 2024-2025
 PREPARED MARCH 2024

	2023-2024 Budget	2023-2024 Expenses	2024-2025 Budget
Salaries of Village employees (all salaries)	\$60,000.00	\$69,200.00	\$77,500.00
Council Hall Expense	\$5,000.00		\$5,000.00
Office Supplies (postage, copy machine maint, office supplies, all renewal fees, QB, Microsoft, Go Daddy, Website)	\$7,000.00	\$8,099.21	\$10,000.00
Insurance	\$13,000.00	\$12,573.51	\$20,000.00
Audit	\$5,000.00		\$30,000.00
Professional Services/Legal Services	\$10,000.00	\$4,665.60	\$75,000.00
Street Lighting /utilities /phones	\$10,000.00	\$9,509.04	\$12,000.00
Maintaining Streets & Alleys/sewer repair/watermain repair	\$24,500.00	\$20,518.24	\$24,500.00
Tree Service	\$24,500.00	\$15,150.00	\$24,500.00
Repairs and Maintenance	\$25,000.00	\$7,094.41	\$24,500.00
Sidewalks	\$24,500.00		\$24,500.00
Truck loan (Plow truck)	\$14,600.00	\$14,600.00	\$14,600.00
Trash Service Expense	\$65,000.00	\$60,936.05	\$65,000.00
Law Enforcement-Expenses	\$1,000.00	\$307.48	\$5,000.00
Fuel	\$3,000.00	\$2,198.87	\$3,000.00
Equipment Maint / truck expense	\$10,000.00	\$3,499.87	\$10,000.00
Park Maintenance & Improvements	\$24,500.00		\$24,500.00
Labor		\$2,780.00	
Board Salaries		\$5,985.00	
Utility Clerk		\$4,653.32	
Clerk		\$5,220.00	
Janitorial		\$840.00	
office admin		\$1,065.00	
Snow Plowing		\$3,885.00	
Mowing		\$2,940.00	
Law Enforcement		\$9,872.50	
Miscellaneous	\$5,000.00	\$1,049.46	\$5,000.00
Sewer Lift Station	\$5,500.00	\$10,262.70	\$15,000.00
Sewer Electric	\$2,500.00	\$2,301.00	\$2,500.00
Sewer Testing	\$19,630.00	\$19,624.12	\$0.00
Sewer Repayment Loan		\$178,430.46	
Sewer Prj 2022-2023 New Pond/Update			

Sewer Operator		\$3,000.00	
Sewer Operator 2		\$2,439.50	
Sewer Utility Clerk Salary		\$4,653.32	
Sewer Pond Mowing		\$975.00	
Sewer Permit Fees	\$2,500.00	\$5,820.75	\$6,000.00
Sewer Supplies R & M	\$1,000.00	\$772.91	\$1,000.00
Sewer New Checks		\$250.00	
Sewer Audit			
Sewer Main Repairs		\$8,005.02	
Bank Fees		\$150.00	
Kubota Expense	\$2,000.00	\$3,044.19	\$2,000.00
Water Operator		\$13,800.00	
Water Operator 2		\$2,405.50	
Water Utility Clerk Salary		\$4,653.32	
Water Supplies Chemicals R & M	\$4,200.00	\$25,930.55	\$30,000.00
Water Tower Clean, Paint Etc			
water line fix/ water main breaks		\$9,530.00	
Water Tower		\$3,200.00	
Lead Line Service Fees		\$18,500.00	\$0.00
Water Misc			
Water Dues/Memberships	\$450.00	\$439.48	\$450.00
Water Tower repayment loan	\$21,370.00	\$21,334.16	\$21,370.00
Water Electric	\$7,000.00	\$9,667.43	\$12,000.00
Water Testing	\$2,500.00	\$2,295.29	\$2,500.00
IEPA 3,000,000			
Forgiveness 30%			
Total	\$400,250.00	\$548,927.26	\$547,420.00

VILLAGE OF DAKOTA, ILLINOIS
 ESTIMATE OF REVENUE BY SOURCE
 2024-2025

Revenue Source	2022-2023		2023-2024 March
	2021 -2022	Thru March	
1% Share of Sales Tax	\$48,738.78	\$52,928.00	\$57,236.26
Income Tax	\$75,477.84	\$73,774.85	\$74,113.27
State Use Tax	\$16,338.54	\$18,756.00	\$19,099.10
Replacement Tax	\$719.74	\$832.53	\$638.64
Cannabis Tax	\$789.02	\$715.80	\$775.87
Gaming Tax	\$10,461.89	\$10,857.60	\$12,684.75
Garbage / Late Charge	\$65,542.91	\$62,875.94	\$77,021.09
Medicom	\$3,718.90	\$3,720.74	\$3,312.05
Tower Rentals	\$2,400.00	\$2,400.00	\$2,400.00
Liquor License/Special License			150.00 + 2000.00
Lions Hall Donations	\$662.00	\$850.00	\$668.00
Can Collection			\$226.80
Police Fines			\$325.00
Computer Dynamics	\$1,800.00	\$2,000.00	\$1,800.00
Non Home Rule Sales Tax	\$39,283.29	\$42,371.77	\$46,703.53
General Corp	\$12,603.14	\$12,762.08	\$13,610.67

Review and Approve Ordinance Title 7, Chapter 3, Subchapter 18; Delinquent Bills-

Sec. 3 Delinquent Bills: All water bills are due and payable on the **tenth (10th)** day of each month. A penalty of **fifteen (15.00)** dollars shall be added to all bills not paid by the **tenth (10th)** day of the month and a first notice shall be sent to the customer by U.S. Mail. If payment is not received by the **tenth (10th)** day of the next month a second penalty of **fifteen (15.00)** dollars shall be added to the bill and final notice shall be sent by certified U.S. Mail, Return Receipt Requested. *(Revised March 24th, 2024)*

If the charges for such services, including penalties, are not paid in full on or before the **tenth (10th)** day of the month after said customer receives the certified letter, water service shall be shut off. Such services shall be discontinued with out further notice and shall not be reinstated until all claims are settled and a reinstatement fee of **Fifty (50.00)** dollars is paid in full. *(Revised March 24th, 2024)*

A Motion made by Jon to approve the Ordinance Title 7, Chapter 3, Subchapter 18; Delinquent Bills, seconded by Jeremy, all in favor, motion passes.

This will be posted tonight.

Approve Material for No Engine Braking Signs- Screws, washers, concrete mix, needed to place the signs for the engine breaking signs.

A Motion made by Jon to approve the materials needed to put up the No Engine Breaking signs from Menards for the amount of up to \$135 dollars, seconded by Ken, all in favor, motion passes.

Discuss Primary Meeting Dates- Good to do at the beginning of the physical year. There are several holiday conflicts this year.

Tentatively looking at:

June 3rd

July 1st

August 5th

September 9th

October 7th

November 4th

December 9th

Review Social Media Policy for Village Social Media and all Elected and Appointed Officials- Not protected under ILML because it is personal. Recommended to post a disclaimer on your personal pages.

Golf Cart Registration Date- Mon May 13th 6-7pm- Kenzie sent out letters to all owners who registered last time.

Discuss Need for Barricade at Zimmerman St. and Baird St.- Horse trailer used to be parked there so it was never an issue. The end of the road just stops. Recommended to post 'not a through street.' Jon is looking into the cost of a sign to be put up. A barricade at the end was also discussed.

Future Planning for Snow Emergency Parking Ordinance- We need to keep this on the radar. Not discussing tonight.

Additional New Business- With Brad taking the cop car through the car wash twice a month, we are paying more than what the board thinks a membership costs. Alisha is going to look into a membership for first responders to see if that is a cheaper option.

Old Business

Cell Phone for the Village Hall- US Cellular \$155 for two lines. Service and free phone with activation. Alisha is going to get Verizon exact quote for municipality so that the hall, the mayor, and potentially full-time maintenance person would have one.

Old Clerk Desk- No answers on these yet.

New Village Auditor- Mike will get us up to date through 2024, so the board needs to find an auditor to take on the village starting with 2025.

Discuss Option for Repairing or Replacing Village Hall- After looking at the budget, this will take place at a later date once projects are finished up and there is a better grasp on where the budget and needs line up.

Quotes for Gravel at Sewer Pond Drive- Afolkey Farm Service has not submitted a quote yet but will be once Mark fills in the potholes.

Televising Sewer Drains- This will remain on here, but no action will be taken for some time.

IDOT for Speed Limit Change on Rt 75.- No update yet.

IDOT for Pedestrian Crossing on Rt 75.- No update yet.

Additional Old Business- Sidewalk at the park started. Labree will have JULIE come back out to mark a missed line noticed by a resident. He will also submit a quote for the black dirt and seed to fill it in. He hit several different layers of different material when removing the old side walk that had just been covered up before, so we should expect both quotes and the invoice.

Gacob will call Ken when they're about to start the nature path work.

Board Member Committee Reports

Sewer – Signs are up for no dumping. Not open to public signage and no public dumpster sign was moved to be more visible.

Gate not locked because not all the keys have been handed out, but they will be locked starting this week.

Water – The overflow pipe on the water tower still needs to be fixed, so Jon is going to get updated quotes for this.

The emergency alert system is still a project the board would like to do, however with Chris from Test INC. starting on the sewer and potentially eventually water, they would like to know if he has any resources or a cheaper option for installing a system.

Park & Community Center – The water fountain needs replaced. Kaytlyn brought options for stone replacements, however those would need additional equipment to install. She is going to look into metal ones. The details on what to do about the fact the current fountain is a memorial is still unknown.

Community Center Doors and Locks. Both need to be replaced. The doors are beaten up and the locks only work sometimes. She will look into getting a quote from the steel door company.

Village Property – Ken stated that the pumphouse doors should get started any day now.

Streets and Sidewalks – Jeremy is having Helm quote all of main street for the repair. Using up ARPA funds and dipping into motor fuel tax may be cheaper than having it done in small sections. Will need an engineer to sign off on the project because Helm does not have their own engineer.

Trees & Signs – Ken is working on getting stump removal quotes.

Public Comments

None

Adjourn

- **At 8:57 p.m. A motion was made by Eric to adjourn, seconded by Jeremy, all in favor, motion carried.**