

**VILLAGE OF MANSFIELD  
MINUTES OF THE REGULAR VILLAGE BOARD MEETING  
July 10, 2017**

---

The Village of Mansfield Board of Trustees met at the American Legion on Jefferson St. in Mansfield at 7:00pm with Andy Stiger presiding. Roll was taken with Don Deffenbaugh, Zach Reynolds, Todd Jones, Ron Konen, Lucas Gilbert, and Tom Williams physically present.

**APPROVAL OF MINUTES**

Stiger requested a motion to approve the open meeting minutes from June 5, 2017. **Gilbert moved, Williams seconded to approve the open meeting minutes of the June 5, 2017 meeting. Roll call: ALL YES. Motion carried 6-0.**

**APPROVAL OF BILLS PAYABLE**

Stiger requested a motion to approve the bills payable for July 2017. **Jones moved, Gilbert seconded to approve the bills payable for July 2017. Roll call: ALL YES. Motion carried 6-0.**

**APPROVAL OF TREASURER'S REPORT**

The Treasurer's Report for June 30, 2017 was passed out. **Gilbert moved, Konen seconded to approve the Treasurer's Report for June 30, 2017. Roll call: ALL YES. Motion carried 6-0.**

**OLD BUSINESS**

---

**Part-Time Officer Introduction**

Gilbert introduced Justin Ernst to the board. Ernst said he would be starting next week. He has been with the Piatt Co Sheriff's Office for 7 years and has lived in Mansfield 4 years.

**Sale of Surplus Property**

Deffenbaugh said he put For Sale signs out at the two properties the village wants to sell and got calls about both. He said the village has about \$15,137 invested in the Grigg Street property and about \$15,884 in the old JP Roofing property at Rte. 150 and Main Street. He said both parties who called were okay with those starting prices. Konen asked about the zoning on Grigg Street and Williams said it was residential. The person interested in Grigg Street property would be putting up a warehouse. The person interested in the old JP Roofing land would be working on cars and the zoning there is good for that. **Jones moved, Deffenbaugh seconded to advertise about the sale of the two surplus properties. Roll call: ALL YES. Motion carried 6-0.**

**Water Supply Self-Study Course**

Konen found books for sale online for someone to do a water supply self-study course. The cost is about \$230 + shipping. The Village would have the materials on hand to study from. **Konen moved, Gilbert seconded to purchase this set of books for the village. Roll call: Deffenbaugh NO, all others YES. Motion carried 5-1.**

**Change in Village Committees**

Konen said the ordinance book needs to be updated with the new committees listed. The board needs to have an attorney do the paperwork to make this happen.

**Village Website Feedback**

Konen said the new website will be [www.villageofmansfield.net](http://www.villageofmansfield.net). A lady, Miriam, who is a freelance web developer, was present to answer questions and find out what trustees wanted to have on the new page. It was suggested she be in contact with Reynolds, who heads the Technology Committee.

**Village Phone Number/Emails**

Konen said the Village phone number that currently rings at the Shop will transfer to an internet provider. The line used to be about \$90/mo and now will be much cheaper. Konen said he learned from an IL Municipal League workshop that people in elected positions should use a municipal supplied email instead of their own. He asked that trustees be in touch with the clerk as to which email address they wish to use going forward.

### Mowing/Trimming

Deffenbaugh asked what was found out about the mowing/trimming contract with Fundi Lawn Care and if it specifically mentioned trimming. Williams said the contract clearly states trimming is required. Stiger said he spoke with Fundi Lawn Care about doing the trimming.

## **NEW BUSINESS**

---

### Eastern IL Foodbank

Jarrod Rodgers with Eastern IL Foodbank is looking for a location to have a food pickup day in Mansfield for August 26. He would need about 10 tables and a space larger than a 2-car garage. Ideally, it would be a recurring event and they would like to keep coming back to Mansfield. Trustees agreed that between either the fire station or the Village police garage, Mansfield could provide the space for this.

### IL Municipal League Yearly Agreement

**Deffenbaugh moved, Gilbert seconded to approve the yearly agreement between IL Municipal League and the Village for insurance. Roll call: ALL YES. Motion carried 6-0.**

### Village Funds for Spay/Neuter Cats

Stiger said animal control officer Deena Carico has been using her own money to pay to have cats spayed/neutered if they are strays in town. Stiger was asking trustees to approve up to \$500 annually to help pay for this. Discussion ensued about the topic. Gilbert said Carico does try to find homes for as many of these cats as she can. **Gilbert moved, Williams seconded to approve up to \$500 per fiscal year to be spent on spaying/neutering cats. Roll call: Deffenbaugh, Reynolds, Jones NO. Konen, Gilbert, Williams, Stiger YES. Motion carried 4-3.**

### Painting Crosswalks at School

Stiger said he would like to see crosswalks painted at McKinley in front of the school, using thick road paint. There would be between 2-4 spots that need to be painted. Jones said he would look at all the locations that need paint if this is to happen.

### New Bank Account/Debit Card

Konen expressed an interest in opening a new bank account and obtaining a debit card for the Village to help pay for items that need purchased, but the company would not take a check or send a bill for payment later. He explained this new account would have a small amount of money in it, separate from the main account. Treasurer Tom Gilbert asked why companies could not send a bill? Konen said just one card would be opened from the account and would be in possession of the clerk. This was discussed and will be looked into.

### Purchase of Document Scanner

Konen would like to purchase a document scanner for the clerk. He found one online for \$285. Trustees were in agreement to go ahead with the purchase.

### Dehumidifier/Air Conditioning for Well #2

Konen said in Well #2 a pool of water sits there because of condensation. Jones said the electric panels are rusting. Konen found a window unit at Rural King for about \$200 each. Trustees were in agreement to go ahead with the purchase.

### Repairs for Well #4

Konen had a quote from Hays Drilling Company for \$2500 to pull the well and test it. The flow rate is off and the iron is high. Hays would know more after pulling/testing. Calvin Florey told the IL EPA that Well #4 is not being used. Gilbert brought up the \$8,000-12,000 quote Scott Harper got some time ago. Jones said this project could cost that much, but needs to be looked at to get this well back on line again. **Deffenbaugh moved, Gilbert seconded to move forward with Hays Drilling Company pulling/testing Well #4. Roll call: ALL YES. Motion carried 6-0.**

### Change of Payrate for Holoch

Konen said he was in favor of a payrate change for Dustin Holoch. He currently makes different wages for Streets work vs. Water work. Konen suggested giving him \$12/hr for any work he does. Gilbert asked if someone who was doing trimming/mowing would be making \$12/hr? **Konen moved, Reynolds seconded to change Holoch rate of pay to \$12/hr for work in any department moving forward. Roll call: Gilbert NO, all others YES. Motion carried 5-1.**

### **Changing All Village Locks**

Stiger got a quote from Access Locksmith & Security in Mahomet for re-keying all locks so there would be just 2 keys (1 police office, 1 everything else). The quote was \$580. Trustees were in agreement to move forward with this.

### **New Village Attorney**

Stiger introduced Amy Rupiper of Foltz & Rupiper from Monticello. Rupiper said she represents Blue Ridge Township already. She has experience in drafting documents, FOIA requests, tax levy, etc. Her company has a large government client base with townships, library districts, and other villages. Konen said he likes an attorney present at meetings and asked if she could be at Mansfield meetings? Rupiper said she would be able to do that. Gilbert asked if she could help enforce ordinances and she answered yes, she is experienced in parking and nuisance ordinance violations. **Deffenbaugh moved, Jones seconded to enter into a Retention of Legal Services agreement with Foltz & Rupiper. Roll call: ALL YES. Motion carried 6-0.**

### **Declaring Dump Truck Surplus Property**

Jones said the village has a 1989 dump truck with 40,000 miles that is not working. Corner FS said it would cost about \$3000-4000 to repair the engine. It has not moved in 3 years. The state bid for a new similar truck is \$76000. Jones would like to sell this truck as-is. The village attorney would need to draft paperwork to declare it as surplus property before a sale. **Gilbert moved, Jones seconded to move forward with declaring the dump truck and plow as surplus property so it can be sold. Roll call: Konen NO, all others YES. Motion carried 5-1.**

### **Donation to Mansfield Homecoming 2017**

Rob Harper passed out a budget from the Homecoming Committee. The 3-day event costs around \$36000. The village gave \$1500 in 2016. **Reynolds moved, Williams seconded to donate \$3500 to the 2017 Mansfield Homecoming event. Roll call: ALL YES. Motion carried 6-0.**

### **Full-Time Employee Candidates**

Stiger asked any of the 3 final candidates for the Maintenance Supervisor to stand and say something about themselves if they wished. Both Bill Hardy and Guy Williamson spoke. Kiel Castor was not present.

### **Closed Session**

**Gilbert moved, Williams seconded to move to closed session to discuss personnel. Roll call: ALL YES. Motion carried 6-0.** The meeting moved to closed session.

Meeting returned to open session.

### **Hiring Full-Time Employee**

**Gilbert moved, Williams seconded to hire Bill Hardy for the Full-Time Maintenance Supervisor position. Roll call: ALL YES. Motion carried 6-0.** Stiger said his start date would be dependent upon notice to current employer.

### **Lease of Village Shed to Merle Coffin**

Jones said he would like to see wording in the new lease with Coffin to include parts about mowing and junk vehicles. There was discussion about the cost of electric/gas for the building. Deffenbaugh said to increase the monthly fee to help cover the cost of gas to possibly \$450/month. The current rate is \$330/month. The lease agreement will be sent to the attorney for the additional wording to be added.

### **Short Street Resident Issues**

Deffenbaugh said there is a resident on Short Street whose new trees are under a wire. There is also a shed still being built, two years after the permit was issued. A resident also used a bobcat to move things from his property onto Village property. Williams and Stiger said they both talked to him. Stiger asked if Deffenbaugh talked to Mike Bien about his property being cleaned up and Deffenbaugh replied he had not.

**Williams moved, Deffenbaugh seconded to adjourn the meeting. Roll call: ALL YES. Motion carried 6-0.**

### **Submitted by:**

/s/ Melissa Place  
Melissa Place, Village Clerk