

VILLAGE OF MANSFIELD
MINUTES OF THE REGULAR VILLAGE BOARD MEETING
September 5, 2017

The Village of Mansfield Board of Trustees met at the NPPFD meeting room on Washington St. in Mansfield at 7:00pm with Andy Stiger presiding. Roll was taken with Don Deffenbaugh, Zach Reynolds, Todd Jones, Ron Konen, and Tom Williams physically present. Lucas Gilbert was absent. Attorney Amy Rupiper and Bill Hardy were also present.

APPROVAL OF MINUTES

Stiger requested a motion to approve the open meeting minutes from August 7 2017. **Deffenbaugh moved, Williams seconded to approve the open meeting minutes of the August 7, 2017 meeting. Roll call: ALL YES. Motion carried 5-0.**

APPROVAL OF BILLS PAYABLE

Konen moved, Jones seconded to approve the bills payable for September 2017. Roll call: ALL YES. Motion carried 5-0.

APPROVAL OF TREASURER'S REPORT

The Treasurer's Reports for July 31 and August 31 were passed out. **Konen moved, Williams seconded to approve both the July 31, 2017 and the August 31, 2017 Treasurer's Reports. Roll call: ALL YES. Motion carried 5-0.**

OLD BUSINESS

Water Main Replacement Update

Tom Overmyer with Phoenix Consulting Engineers said the Village Water Committee met and discussed wants/needs for the Village. They decided to first repair mains in known problem areas, mostly the southwest area of town. Secondly, they want to do looping in areas to improve water flow for the whole town. They also see a need for a new feeds in the north and west sides of town. There are several areas fest with two inch mains that could also be replaced. He handed out a map and cost estimate for each of the projects listed. The total is \$458,000. The next step will be to complete environmental reports. Deffenbaugh asked how the project would be paid for. Overmyer said USDA loans are low interest (less than 3%) if the village wanted to borrow the full amount. The village could choose to pay part and get a partial loan. Overmyer said the village has a healthy amount in the water fund if trustees choose to use that money to do more projects. Deffenbaugh pointed out that it's likely cheaper to do the additional work at the same time as the other projects instead of having companies come out two different times. Jones said the yearly payment would be about \$20,000 a year over 40 years. Overmyer estimated the work could begin on water mains about this time next year. Trustees will take a formal vote on the water main replacement costs in October.

Sale of Surplus Real Estate – 109 E Front

Deffenbaugh had just one sealed bid for 109 E Front from Len and Sandy Sabato from Mahomet, who want to use the space for a car collection and possible storefront for car work. The bid was \$17,000. **Deffenbaugh moved, Williams seconded to sell 109 E Front to Len/Sandy Sabato for \$17,000. Roll call: ALL YES. Motion carried 5-0.** Deffenbaugh asked Rupiper about the property at 208 E Grigg. Rupiper said she would look into this further.

Sale of Surplus Personal Property – Dump Truck/Plow

Jones asked Attorney Amy Rupiper how to proceed with the sale of the dump truck and plow. Rupiper said to put ads on Facebook, Craigslist, etc. and offer it for a price, or best offer. Trustees agreed that \$4000 was a good price to sell as-is with a bad engine. Interested people will be instructed to call Bill at the Shop. The payment and title will be handled by Stiger or Clerk Place.

Lease of Village Shed to Merle Coffin

Jones said the lease needed to have specific wording about maintaining the exterior of the property, including mowing and abandoned vehicles. Rupiper read aloud the parts she added to address this. Deffenbaugh asked trustees what the monthly fee should be. Stiger suggested \$400/month and renter pays utilities, which need to be put in his own name. Konen asked about a security deposit, which is typically one or two months rent. Trustees said it should be one month's rent. Jones suggested giving Merle Coffin until October 1 to get to Rupiper's office to sign the lease or he can be evicted. She will contact Coffin to have him sign the lease. **Jones moved, Williams**

seconded to approve the newly updated lease between the Village and Merle Coffin for rent of the Village shed. Roll call: ALL YES. Motion carried 5-0.

School Crosswalk Painting

Konen said the crosswalks are painted. He talked to Randy Hopkins at Atlantic Services and they would do it for \$1500. Jones would like to buy a sprayer that doesn't use canned spray paint so it can be used each year. Those are about \$4000 each.

Water Tower Interior Cleaned

Konen said the interior of the water tower was cleaned. The report shows the inside looks good and there is a lot of iron residue, which is not a surprise.

Additional Repairs for Well #4

Konen obtained additional estimates for repairs to Well 4 from S & J in Argenta for \$8200 and Kickapoo Drilling in Downs for \$8400. Hays & Sims Drilling is the original estimate at \$8600. Because they have knowledge about the well and have done good work to date and are very responsive to calls/questions, Konen suggested the village proceed with Hays for repairs to Well 4. **Konen moved, Jones seconded to move forward with repairs to Well 4 with Hays Drilling. Roll call: ALL YES. Motion carried 5-0.**

Update on Court Hearing

Deffenbaugh asked about a hearing with a village resident vs another resident and the Village. Stiger said he was told by the village's attorney that the issue would not go any further, but it has and the attorney is now saying he will try to get attorney fees paid in the issue. It is regarding a home on North Washington that a resident says erected a shed inappropriately.

Park Street Home Under Elevator

Deffenbaugh asked about the house under the elevator and if it is boarded up. Jones said yes, and that he heard the utilities are being taken out.

Audience Comments

Resident Ashton Nadig asked again about the garbage outside of 106 E Oliver and the car on the side of the road that has not moved. Attorney Rupiper will look into who the landlord is so a letter can be sent to both landlord and renter. Clerk Place mailed a certified letter to the renter, asking for cleanup to take place by September 9. Rupiper outlined the steps to take for nuisances. There was further discussion about parking enforcement and officers putting tags on cars. Rupiper talked about the enforcement of those ordinances. Trustees said the parking ordinances should match the signs and this needs to be remedied. Stiger asked where we were at with 205 S McKinley and Rupiper said she would have to read over that material again to know where we're at and what to move forward with.

NEW BUSINESS

Salt Shed Repairs

Deffenbaugh said the salt shed needs repaired. Williams would like to see it moved. Williams looked into a canopy to cover it and not make a wall. Williams said he would get pricing on concrete blocks, but he needs to know the size of the shed for a canopy price. This will be discussed further at the October meeting.

Snow Box

Deffenbaugh said the village has a snow box we've been using but it belongs to someone else. The owner wants \$2000 for it and Williams agreed it is worth that much because it's very helpful in times of snow removal around Jefferson Street. Trustees will discuss further at the October meeting.

Fiber Internet

Konen said he talked with Volo Broadband about installing fiber internet in Mansfield. They would need a franchise agreement to be able to move forward. It would be Summer 2019 before it could happen. Williams said this should be put aside until the water main work was complete, as Tom Overmyer said it could cause problems if they had to dig around fiber internet for water main work. Konen said it would be on the village to see if people were interested in using Volo Broadband. Jones asked if we could see the franchise agreement first.

Delinquent Water Accounts

Konen said there are several delinquent water accounts and he would like to start shutting the water off at these locations and wants the board's thoughts on this. Jones said the ordinances should be followed. Trustees discussed having to dig to locate shut offs and installing new shut offs.

Water Certification Training

Konen said there is training coming up on October 3 & 4 for \$150 each day in southern Illinois regarding water certification for Bill Hardy. Trustees agreed that Hardy should attend and they would pay for this.

Power Supplies

Konen said two power supplies went out recently at the wells. They are \$120 each and he would like to buy the same brand we currently have as they have lasted quite a long time. Trustees were in agreement to go ahead with the purchase.

Broken Concrete Pick-Up

Hardy said there is a resident who has broken concrete on their property and Hardy would like to have it to do other projects with. Jones said the resident should bring the concrete to us only if Hardy has a use for it. Attorney Rupiper agreed that village staff and equipment should not go on a resident's property.

Tree Removal

Hardy said there are 3 ash trees that need to be taken down that he is aware of. Stiger mentioned another 2 or 3 trees that need to be removed in town too. Hardy had an estimate from Lumberjack of \$3500 for removal without stump grinding. Stiger asked him to get a couple more estimates. Deffenbaugh suggested calling Fryman Tree Service, who removed trees in the village recently.

Reynolds moved, Jones seconded to adjourn the meeting. Roll call: ALL YES. Motion carried 5-0.

Submitted by:

/s/ Melissa Place
Melissa Place, Village Clerk

VILLAGE OF MANSFIELD
MINUTES OF THE REGULAR VILLAGE BOARD MEETING
September 5, 2017

The Village of Mansfield Board of Trustees met at the NPPFD meeting room on Washington St. in Mansfield at 7:00pm with Andy Stiger presiding. Roll was taken with Don Deffenbaugh, Zach Reynolds, Todd Jones, Ron Konen, and Tom Williams physically present. Lucas Gilbert was absent. Attorney Amy Rupiper and Bill Hardy were also present.

APPROVAL OF MINUTES

Stiger requested a motion to approve the open meeting minutes from August 7 2017. **Deffenbaugh moved, Williams seconded to approve the open meeting minutes of the August 7, 2017 meeting. Roll call: ALL YES. Motion carried 5-0.**

APPROVAL OF BILLS PAYABLE

Konen moved, Jones seconded to approve the bills payable for September 2017. Roll call: ALL YES. Motion carried 5-0.

APPROVAL OF TREASURER'S REPORT

The Treasurer's Reports for July 31 and August 31 were passed out. **Konen moved, Williams seconded to approve both the July 31, 2017 and the August 31, 2017 Treasurer's Reports. Roll call: ALL YES. Motion carried 5-0.**

OLD BUSINESS

Water Main Replacement Update

Tom Overmyer with Phoenix Consulting Engineers said the Village Water Committee met and discussed wants/needs for the Village. They decided to first repair mains in known problem areas, mostly the southwest area of town. Secondly, they want to do looping in areas to improve water flow for the whole town. They also see a need for a new feeds in the north and west sides of town. There are several areas fest with two inch mains that could also be replaced. He handed out a map and cost estimate for each of the projects listed. The total is \$458,000. The next step will be to complete environmental reports. Deffenbaugh asked how the project would be paid for. Overmyer said USDA loans are low interest (less than 3%) if the village wanted to borrow the full amount. The village could choose to pay part and get a partial loan. Overmyer said the village has a healthy amount in the water fund if trustees choose to use that money to do more projects. Deffenbaugh pointed out that it's likely cheaper to do the additional work at the same time as the other projects instead of having companies come out two different times. Jones said the yearly payment would be about \$20,000 a year over 40 years. Overmyer estimated the work could begin on water mains about this time next year. Trustees will take a formal vote on the water main replacement costs in October.

Sale of Surplus Real Estate – 109 E Front

Deffenbaugh had just one sealed bid for 109 E Front from Len and Sandy Sabato from Mahomet, who want to use the space for a car collection and possible storefront for car work. The bid was \$17,000. **Deffenbaugh moved, Williams seconded to sell 109 E Front to Len/Sandy Sabato for \$17,000. Roll call: ALL YES. Motion carried 5-0.** Deffenbaugh asked Rupiper about the property at 208 E Grigg. Rupiper said she would look into this further.

Sale of Surplus Personal Property – Dump Truck/Plow

Jones asked Attorney Amy Rupiper how to proceed with the sale of the dump truck and plow. Rupiper said to put ads on Facebook, Craigslist, etc. and offer it for a price, or best offer. Trustees agreed that \$4000 was a good price to sell as-is with a bad engine. Interested people will be instructed to call Bill at the Shop. The payment and title will be handled by Stiger or Clerk Place.

Lease of Village Shed to Merle Coffin

Jones said the lease needed to have specific wording about maintaining the exterior of the property, including mowing and abandoned vehicles. Rupiper read aloud the parts she added to address this. Deffenbaugh asked trustees what the monthly fee should be. Stiger suggested \$400/month and renter pays utilities, which need to be put in his own name. Konen asked about a security deposit, which is typically one or two months rent. Trustees said it should be one month's rent. Jones suggested giving Merle Coffin until October 1 to get to Rupiper's office to sign the lease or he can be evicted. She will contact Coffin to have him sign the lease. **Jones moved, Williams**

seconded to approve the newly updated lease between the Village and Merle Coffin for rent of the Village shed. Roll call: ALL YES. Motion carried 5-0.

School Crosswalk Painting

Konen said the crosswalks are painted. He talked to Randy Hopkins at Atlantic Services and they would do it for \$1500. Jones would like to buy a sprayer that doesn't use canned spray paint so it can be used each year. Those are about \$4000 each.

Water Tower Interior Cleaned

Konen said the interior of the water tower was cleaned. The report shows the inside looks good and there is a lot of iron residue, which is not a surprise.

Additional Repairs for Well #4

Konen obtained additional estimates for repairs to Well 4 from S & J in Argenta for \$8200 and Kickapoo Drilling in Downs for \$8400. Hays & Sims Drilling is the original estimate at \$8600. Because they have knowledge about the well and have done good work to date and are very responsive to calls/questions, Konen suggested the village proceed with Hays for repairs to Well 4. **Konen moved, Jones seconded to move forward with repairs to Well 4 with Hays Drilling. Roll call: ALL YES. Motion carried 5-0.**

Update on Court Hearing

Deffenbaugh asked about a hearing with a village resident vs another resident and the Village. Stiger said he was told by the village's attorney that the issue would not go any further, but it has and the attorney is now saying he will try to get attorney fees paid in the issue. It is regarding a home on North Washington that a resident says erected a shed inappropriately.

Park Street Home Under Elevator

Deffenbaugh asked about the house under the elevator and if it is boarded up. Jones said yes, and that he heard the utilities are being taken out.

Audience Comments

Resident Ashton Nadig asked again about the garbage outside of 106 E Oliver and the car on the side of the road that has not moved. Attorney Rupiper will look into who the landlord is so a letter can be sent to both landlord and renter. Clerk Place mailed a certified letter to the renter, asking for cleanup to take place by September 9. Rupiper outlined the steps to take for nuisances. There was further discussion about parking enforcement and officers putting tags on cars. Rupiper talked about the enforcement of those ordinances. Trustees said the parking ordinances should match the signs and this needs to be remedied. Stiger asked where we were at with 205 S McKinley and Rupiper said she would have to read over that material again to know where we're at and what to move forward with.

NEW BUSINESS

Salt Shed Repairs

Deffenbaugh said the salt shed needs repaired. Williams would like to see it moved. Williams looked into a canopy to cover it and not make a wall. Williams said he would get pricing on concrete blocks, but he needs to know the size of the shed for a canopy price. This will be discussed further at the October meeting.

Snow Box

Deffenbaugh said the village has a snow box we've been using but it belongs to someone else. The owner wants \$2000 for it and Williams agreed it is worth that much because it's very helpful in times of snow removal around Jefferson Street. Trustees will discuss further at the October meeting.

Fiber Internet

Konen said he talked with Volo Broadband about installing fiber internet in Mansfield. They would need a franchise agreement to be able to move forward. It would be Summer 2019 before it could happen. Williams said this should be put aside until the water main work was complete, as Tom Overmyer said it could cause problems if they had to dig around fiber internet for water main work. Konen said it would be on the village to see if people were interested in using Volo Broadband. Jones asked if we could see the franchise agreement first.

Delinquent Water Accounts

Konen said there are several delinquent water accounts and he would like to start shutting the water off at these locations and wants the board's thoughts on this. Jones said the ordinances should be followed. Trustees discussed having to dig to locate shut offs and installing new shut offs.

Water Certification Training

Konen said there is training coming up on October 3 & 4 for \$150 each day in southern Illinois regarding water certification for Bill Hardy. Trustees agreed that Hardy should attend and they would pay for this.

Power Supplies

Konen said two power supplies went out recently at the wells. They are \$120 each and he would like to buy the same brand we currently have as they have lasted quite a long time. Trustees were in agreement to go ahead with the purchase.

Broken Concrete Pick-Up

Hardy said there is a resident who has broken concrete on their property and Hardy would like to have it to do other projects with. Jones said the resident should bring the concrete to us only if Hardy has a use for it. Attorney Rupiper agreed that village staff and equipment should not go on a resident's property.

Tree Removal

Hardy said there are 3 ash trees that need to be taken down that he is aware of. Stiger mentioned another 2 or 3 trees that need to be removed in town too. Hardy had an estimate from Lumberjack of \$3500 for removal without stump grinding. Stiger asked him to get a couple more estimates. Deffenbaugh suggested calling Fryman Tree Service, who removed trees in the village recently.

Reynolds moved, Jones seconded to adjourn the meeting. Roll call: ALL YES. Motion carried 5-0.

Submitted by:

/s/ Melissa Place
Melissa Place, Village Clerk

VILLAGE OF MANSFIELD
MINUTES OF THE REGULAR VILLAGE BOARD MEETING
September 5, 2017

The Village of Mansfield Board of Trustees met at the NPPFD meeting room on Washington St. in Mansfield at 7:00pm with Andy Stiger presiding. Roll was taken with Don Deffenbaugh, Zach Reynolds, Todd Jones, Ron Konen, and Tom Williams physically present. Lucas Gilbert was absent. Attorney Amy Rupiper and Bill Hardy were also present.

APPROVAL OF MINUTES

Stiger requested a motion to approve the open meeting minutes from August 7 2017. **Deffenbaugh moved, Williams seconded to approve the open meeting minutes of the August 7, 2017 meeting. Roll call: ALL YES. Motion carried 5-0.**

APPROVAL OF BILLS PAYABLE

Konen moved, Jones seconded to approve the bills payable for September 2017. Roll call: ALL YES. Motion carried 5-0.

APPROVAL OF TREASURER'S REPORT

The Treasurer's Reports for July 31 and August 31 were passed out. **Konen moved, Williams seconded to approve both the July 31, 2017 and the August 31, 2017 Treasurer's Reports. Roll call: ALL YES. Motion carried 5-0.**

OLD BUSINESS

Water Main Replacement Update

Tom Overmyer with Phoenix Consulting Engineers said the Village Water Committee met and discussed wants/needs for the Village. They decided to first repair mains in known problem areas, mostly the southwest area of town. Secondly, they want to do looping in areas to improve water flow for the whole town. They also see a need for a new feeds in the north and west sides of town. There are several areas fest with two inch mains that could also be replaced. He handed out a map and cost estimate for each of the projects listed. The total is \$458,000. The next step will be to complete environmental reports. Deffenbaugh asked how the project would be paid for. Overmyer said USDA loans are low interest (less than 3%) if the village wanted to borrow the full amount. The village could choose to pay part and get a partial loan. Overmyer said the village has a healthy amount in the water fund if trustees choose to use that money to do more projects. Deffenbaugh pointed out that it's likely cheaper to do the additional work at the same time as the other projects instead of having companies come out two different times. Jones said the yearly payment would be about \$20,000 a year over 40 years. Overmyer estimated the work could begin on water mains about this time next year. Trustees will take a formal vote on the water main replacement costs in October.

Sale of Surplus Real Estate – 109 E Front

Deffenbaugh had just one sealed bid for 109 E Front from Len and Sandy Sabato from Mahomet, who want to use the space for a car collection and possible storefront for car work. The bid was \$17,000. **Deffenbaugh moved, Williams seconded to sell 109 E Front to Len/Sandy Sabato for \$17,000. Roll call: ALL YES. Motion carried 5-0.** Deffenbaugh asked Rupiper about the property at 208 E Grigg. Rupiper said she would look into this further.

Sale of Surplus Personal Property – Dump Truck/Plow

Jones asked Attorney Amy Rupiper how to proceed with the sale of the dump truck and plow. Rupiper said to put ads on Facebook, Craigslist, etc. and offer it for a price, or best offer. Trustees agreed that \$4000 was a good price to sell as-is with a bad engine. Interested people will be instructed to call Bill at the Shop. The payment and title will be handled by Stiger or Clerk Place.

Lease of Village Shed to Merle Coffin

Jones said the lease needed to have specific wording about maintaining the exterior of the property, including mowing and abandoned vehicles. Rupiper read aloud the parts she added to address this. Deffenbaugh asked trustees what the monthly fee should be. Stiger suggested \$400/month and renter pays utilities, which need to be put in his own name. Konen asked about a security deposit, which is typically one or two months rent. Trustees said it should be one month's rent. Jones suggested giving Merle Coffin until October 1 to get to Rupiper's office to sign the lease or he can be evicted. She will contact Coffin to have him sign the lease. **Jones moved, Williams**

seconded to approve the newly updated lease between the Village and Merle Coffin for rent of the Village shed. Roll call: ALL YES. Motion carried 5-0.

School Crosswalk Painting

Konen said the crosswalks are painted. He talked to Randy Hopkins at Atlantic Services and they would do it for \$1500. Jones would like to buy a sprayer that doesn't use canned spray paint so it can be used each year. Those are about \$4000 each.

Water Tower Interior Cleaned

Konen said the interior of the water tower was cleaned. The report shows the inside looks good and there is a lot of iron residue, which is not a surprise.

Additional Repairs for Well #4

Konen obtained additional estimates for repairs to Well 4 from S & J in Argenta for \$8200 and Kickapoo Drilling in Downs for \$8400. Hays & Sims Drilling is the original estimate at \$8600. Because they have knowledge about the well and have done good work to date and are very responsive to calls/questions, Konen suggested the village proceed with Hays for repairs to Well 4. **Konen moved, Jones seconded to move forward with repairs to Well 4 with Hays Drilling. Roll call: ALL YES. Motion carried 5-0.**

Update on Court Hearing

Deffenbaugh asked about a hearing with a village resident vs another resident and the Village. Stiger said he was told by the village's attorney that the issue would not go any further, but it has and the attorney is now saying he will try to get attorney fees paid in the issue. It is regarding a home on North Washington that a resident says erected a shed inappropriately.

Park Street Home Under Elevator

Deffenbaugh asked about the house under the elevator and if it is boarded up. Jones said yes, and that he heard the utilities are being taken out.

Audience Comments

Resident Ashton Nadig asked again about the garbage outside of 106 E Oliver and the car on the side of the road that has not moved. Attorney Rupiper will look into who the landlord is so a letter can be sent to both landlord and renter. Clerk Place mailed a certified letter to the renter, asking for cleanup to take place by September 9. Rupiper outlined the steps to take for nuisances. There was further discussion about parking enforcement and officers putting tags on cars. Rupiper talked about the enforcement of those ordinances. Trustees said the parking ordinances should match the signs and this needs to be remedied. Stiger asked where we were at with 205 S McKinley and Rupiper said she would have to read over that material again to know where we're at and what to move forward with.

NEW BUSINESS

Salt Shed Repairs

Deffenbaugh said the salt shed needs repaired. Williams would like to see it moved. Williams looked into a canopy to cover it and not make a wall. Williams said he would get pricing on concrete blocks, but he needs to know the size of the shed for a canopy price. This will be discussed further at the October meeting.

Snow Box

Deffenbaugh said the village has a snow box we've been using but it belongs to someone else. The owner wants \$2000 for it and Williams agreed it is worth that much because it's very helpful in times of snow removal around Jefferson Street. Trustees will discuss further at the October meeting.

Fiber Internet

Konen said he talked with Volo Broadband about installing fiber internet in Mansfield. They would need a franchise agreement to be able to move forward. It would be Summer 2019 before it could happen. Williams said this should be put aside until the water main work was complete, as Tom Overmyer said it could cause problems if they had to dig around fiber internet for water main work. Konen said it would be on the village to see if people were interested in using Volo Broadband. Jones asked if we could see the franchise agreement first.

Delinquent Water Accounts

Konen said there are several delinquent water accounts and he would like to start shutting the water off at these locations and wants the board's thoughts on this. Jones said the ordinances should be followed. Trustees discussed having to dig to locate shut offs and installing new shut offs.

Water Certification Training

Konen said there is training coming up on October 3 & 4 for \$150 each day in southern Illinois regarding water certification for Bill Hardy. Trustees agreed that Hardy should attend and they would pay for this.

Power Supplies

Konen said two power supplies went out recently at the wells. They are \$120 each and he would like to buy the same brand we currently have as they have lasted quite a long time. Trustees were in agreement to go ahead with the purchase.

Broken Concrete Pick-Up

Hardy said there is a resident who has broken concrete on their property and Hardy would like to have it to do other projects with. Jones said the resident should bring the concrete to us only if Hardy has a use for it. Attorney Rupiper agreed that village staff and equipment should not go on a resident's property.

Tree Removal

Hardy said there are 3 ash trees that need to be taken down that he is aware of. Stiger mentioned another 2 or 3 trees that need to be removed in town too. Hardy had an estimate from Lumberjack of \$3500 for removal without stump grinding. Stiger asked him to get a couple more estimates. Deffenbaugh suggested calling Fryman Tree Service, who removed trees in the village recently.

Reynolds moved, Jones seconded to adjourn the meeting. Roll call: ALL YES. Motion carried 5-0.

Submitted by:

/s/ Melissa Place
Melissa Place, Village Clerk