

**VILLAGE OF MANSFIELD**  
**MINUTES OF THE REGULAR VILLAGE BOARD MEETING**  
**December 4, 2017**

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

**APPROVAL OF MINUTES, BILLS PAYABLE, TREASURER'S REPORT**

Deffenbaugh requested a motion to approve the open meeting minutes, bills payable and the treasurer's report.

**Konen moved, Gilbert seconded to approve the November 6, 2017 minutes. Roll call: ALL YES. Motion carried 5-0.**

**Gilbert moved, Konen seconded to approve the Bills Payable for December 2017. Roll call: ALL YES. Motion carried 5-0.**

**Konen moved, Gilbert seconded to approve the Treasurer's Report for November 30, 2017. Roll call: ALL YES. Motion carried 5-0.**

**OLD BUSINESS**

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**Property for Sale at 208 E Grigg**

Deffenbaugh asked whether there were any bidders for the property since it was just advertised in the newspaper. Clerk Place did not have any bids, although a couple of people had called to inquire about it. Attorney Rupiper said she would find out what trustees should do next.

**Fines for Animals Caught/Housed by Animal Control**

**Gilbert moved, Jones seconded to charge people who pick up animals that were running loose a \$10 fee for the 1<sup>st</sup> offense, \$25 for 2<sup>nd</sup> offense, and \$50 for 3<sup>rd</sup> offense and subsequent holds. If an animal is held overnight, a \$5 boarding fee will be charged. Roll call: ALL YES. Motion carried 5-0.** Gilbert said Deena Carico would write tickets. Rupiper suggested updating the ordinance book to amend the fine list before sending it off for codification. Carico will need a large animal crate, which Bill Hardy will purchase for her.

**Lease of Village Shed to Merle Coffin**

Deffenbaugh let the board know he had a 3 month rent check from Merle Coffin that will keep him paid up in rent until the end of January. At that time, Coffin said he will be out of the space. Rupiper says she has a contract to be signed, saying he is to be out by Jan. 31, which was given to Deffenbaugh to have Coffin sign.

**Donation to Faith in Action**

**Deffenbaugh moved, Gilbert seconded to donate \$500 to Faith in Action to build a wheelchair ramp at a home in Mansfield. Roll call: ALL YES. Motion carried 5-0.**

**Opening Burning**

Jones said he was researching a burn ordinance. Gilbert pointed out a section of the code book that discussed opening burning and listed times, days, and what can/cannot be burned. Konen was concerned about how it would be enforced.

**Jetter Purchase**

Jones said he would like to look into buying a jetter after the first of the year.

**Update on 205 S McKinley**

Rupiper said there is a lien on the property now and she served the owner an Unsafe Building Notice. She said the item would have to be put on a future agenda to vote for moving forward on pursuing the issue. Deffenbaugh asked Hardy to write up an invoice for the cost of materials and labor for him to block the doors at the home.

**NEW BUSINESS**

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**2018 Holiday Dates and Meeting Dates**

**Gilbert moved, Williams seconded to accept the proposed 2018 Holiday Dates and Meeting Dates. Roll call: ALL YES. Motion carried 5-0.**

### **Fiscal Year 2017 Audit**

Curt Liles of Kemper CPA Group presented the FY17 audit to the board. He mentioned a negative balance in the motor fuel tax fund, which Treasurer Tom Gilbert reminded it was due to a state error in passing out too much in funds and then having to short checks to take back what they should not have given. The budget is currently in the black and the village is due to pay out \$17,000 in motor fuel tax funds this year. There was further discussion about fund balances and reports. **Gilbert moved, Konen seconded to accept the Fiscal Year 2017 audit. Roll call: ALL YES. Motion carried 5-0.**

### **Sexual Harassment Ordinance**

IL Municipal League requires municipalities to adopt an ordinance Prohibiting Sexual Harassment. **Konen moved, Gilbert seconded to adopt ordinance 2017-10 an Ordinance Adopting a Policy Prohibiting Sexual Harassment. Roll call: ALL YES. Motion carried 5-0.**

### **Removing Requirement for Check Valve in New Water Lines**

**Konen moved, Gilbert seconded to remove from the ordinance book the requirement to have a check valve in new water lines. Roll call: ALL YES. Motion carried 5-0.**

### **Parking on Jefferson and Oliver**

Jones said the ordinance regarding parking on Jefferson and Oliver needs to reflect what trustees want it to be, as the ordinance and signage and current practices are all different. Jones said there is no major problem with people parking there unless there is a snow cleanup.

### **Fees for Residents to Connect to Village Drains**

Jones said he cannot find what the current fee is for residents to connect into Village drains for sump pumps and such. Audience member Jeff Lindenbaum gave some history on the topic. Jones said one resident has connected himself and work has already been started at another home without village approval. Williams said Len Sabato is getting ready to attempt a similar project. Deffenbaugh told Hardy if he sees anymore of this work happening, he should report it to Jones. It was explained that a trench around residents' yards is what is routing ground water into the village system. Jones will check with the county and no work should be done at any residence until something is decided.

### **Zoning Board**

Jones said the village is currently without a zoning board and the village board has been making zoning decisions on a case by case basis. Rupiper said the village board is not designed to be the fact finders – that is the job of the zoning board. The village will be looking for volunteers to be on the zoning board.

### **Andersons Grain Bins**

Williams said Andersons is building 3 grain bins and he is not sure how to charge them for the permit. He was not sure if it is based off of the square footage or just a flat \$50.

### **Water Main Replacement Project**

Konen wanted to know from the board if they wanted to move forward on the water main replacement project if the village needed to borrow money to do it? Tom Overmyer talked about a water rate study to see how increases could help. He has the last 3 years of audits and can look at various rates of payback terms for loans. He suggested going ahead and fixing one block a year after the initial project. Overmyer said the lines last a long time and the mains we are using were put in around the 1940's which is 80 years of use. The mains need to be replaced now for future residents. Overmyer said the original plan was more extensive and did hit more areas of town, but the board decided to move ahead with just the major problem areas.

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

### **Submitted by:**

/s/ Melissa Place  
Melissa Place, Village Clerk