

**VILLAGE OF MANSFIELD
MINUTES OF THE REGULAR VILLAGE BOARD MEETING
March 5, 2018**

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, Lucas Gilbert, and Tom Williams physically present. Bill Hardy was also present.

APPROVAL OF MINUTES, BILLS PAYABLE

Stiger requested a motion to approve the regular minutes of February 5, 2018. **Konen moved, Reynolds seconded to approve the February 5, 2018 regular meeting minutes. Roll call: ALL YES. Motion carried 6-0.**

Stiger requested a motion to approve the Bills Payable for March 2018. **Gilbert moved, Konen seconded to approve the Bills Payable for March 2018. Roll call: ALL YES. Motion carried 6-0.**

TREASURER'S REPORT

Gilbert moved, Deffenbaugh seconded to approve the Treasurer's Reports from December 31, 2017, January 31, 2018, and February 28, 2018. Roll call: 5 YES, Konen abstained. Motion carried with 5 YES votes.

OLD BUSINESS

Property for Sale at 208 E Grigg

Deffenbaugh said a buyer interested in the property wants to put up a building with a bathroom, kitchen, and no bedrooms to start. The person was present in the audience and Deffenbaugh said they could write a check tonight if approved by the board. He passed out drawings of the building and said there would be landscaping and a garden set up there too. Gilbert asked the selling price and Deffenbaugh said the board decided to start at \$20,000. Konen said the attorney should weigh in about the zoning questions about the property. Deffenbaugh showed the plans for the property to Rupiper. There was discussion about the neighboring lot and its features.

Residents Connecting to Village Drains

Deffenbaugh asked if money was received from Barb Cook and the board said no money would be due until the new ordinance was in place. Jones said he was unable to locate a municipality that had a similar ordinance for us to amend to our needs. He will have to ask the attorney to draft something.

Jetter Purchase

Jones wants to get quotes from companies on a jetter to see what better price is out there. The previous one talked about was \$34,000. It takes 2 people to run the jetter. Lucas Gilbert said he would rather get bids from companies to do the work for us. Tom Gilbert said there is \$20,000 in the budget for this in the next fiscal year. He can make it higher if that's what trustees want. Deffenbaugh wanted to know more about how much it would be used and L. Gilbert asked about the training involved to be able to use it. Jones said the last time a jetter was brought in, village staff helped with the job.

Water Main Replacement Update

Doug from Phoenix Consulting Engineers addressed the board about the timeline of the project. He said the board can approve the loan application tonight and paperwork can be ready within a week. He discussed adding in all of South Street for an additional \$300,000. Without it the project is at \$458,000. Konen proposed doing West Street ourselves. L. Gilbert asked about when the work would be done and Doug said he thought early 2019. He said if South Street was added, then staff could certainly do West Street themselves. Most of the project will be a 6 inch pipe, with 8 inch on Washington Street. Jones asked T. Gilbert if current water rates would support this project without increases or using surplus. T. Gilbert said it could. Deffenbaugh asked about hydrants and Doug said they would be replaced as they went. **Konen moved, Gilbert seconded to include South Street in the project and submit a USDA loan application for \$758,000 for construction. Roll call: Deffenbaugh, Konen, Gilbert, Williams YES. Reynolds, Jones NO. Motion carried 4-2.**

Zoning Committee & Board of Appeals

Attorney Amy Rupiper said she recognized the board was having trouble getting 10 volunteers for these groups and that the board could vote to replace both committees with a Hearing Officer. It would be one person to take the applications and have hearings. That person's recommendations would be passed to the board. An ordinance is needed to abolish both and install a Hearing Officer. She suggested the board have the application fees cover the

cost of the Hearing Officer's salary. Some villages have the Hearing Officer hold once per month meetings. She can reach out to IL Municipal League or elsewhere for a Hearing Officer. **Konen moved, Gilbert seconded to abolish the Zoning Committee and Board of Appeals and install a Hearing Officer to take over those duties. Roll call: ALL YES. Motion carried.**

Part-Time Police Officer

L. Gilbert said he reviewed the 3 applications that had come in so far.

NEW BUSINESS

Clean-Up Day

Deffenbaugh said Village Clean-Up Day had been every other year for a while and this would be the year to have it again. He will talk with Rob Harper and Knight Environmental Services so a date can be decided upon and advertised. L. Gilbert asked about electronics recycling and Deffenbaugh will check into that being offered too.

Rock Being Added to Off-Street Parking

Jones wanted to clarify the job of adding rock to off-street parking at residences. Whose job is this – the village or the resident? Jones said it should be the resident paying for it. Deffenbaugh said if the village would start dropping rock at homes, it should be a per bucket cost. Jones and Reynolds said the Village should not do it at all. Stiger suggested a per bucket price of \$30 to drop and smooth as best as you can without getting out of the truck. He suggested staff try it and see how it goes. Residents would pay when the rock is dropped off. **Deffenbaugh moved, Gilbert seconded to charge \$30/bucket for rock to be dropped at resident driveways upon request. Roll call: 5 YES. Reynolds NO. Motion carried 5-1.**

Tiller Purchase

Jones said a tiller is needed to pull behind the tractor to fix the ground after water main breaks or other digging. Central IL Ag has a 6 foot tiller for \$1700. **Jones moved, Gilbert seconded to purchase a tiller from Central IL Ag for \$1700. Roll call: ALL YES. Motion carried 6-0.**

Audit for FY2018

T. Gilbert said Kemper CPA Group had submitted their usual request to do the current fiscal year's audit, but he wants to ask around and get another couple quotes to bring to the board to try and save money.

Donations

Stiger had a request from Mansfield Church of the Nazarene for a donation to the annual Easter Egg Hunt. **Gilbert moved, Jones seconded to donate \$300 to the Mansfield Church of the Nazarene for the Egg Hunt. Roll call: ALL YES. Motion carried 6-0.**

Stiger had a request from the Farmer City Baseball Corp. for a donation toward Summer 2018 summer baseball/softball. The league is having the fields reconditioned and the cost is \$400 per field. **Gilbert moved, Konen seconded to donate \$400 to the FCBC for Blue Ridge Summer Ball 2018. Roll call: ALL YES. Motion carried 6-0.**

Seasonal Mowing

Stiger asked the board their thoughts on seasonal mowing and doing the work ourselves or bidding it out. L. Gilbert thought the board was a little late on doing it ourselves because a mower or two would have to be purchased and we would need part-time workers on board to do the work. Bill Hardy said he thought the mowing could be done in house with the mowers and staff on hand. Dan Harper said the Piatt County Forest Preserve meeting is on Thursday if the board wanted any info to be passed on. **Jones moved, Reynolds seconded to have the Village staff do the mowing for 2018. Roll call: YES – Reynolds, Jones, Konen, Stiger. NO – Deffenbaugh, Gilbert, Williams. Motion carried 4-3.**

Audience Comments

Kris Johnson said he is turning 116 Jefferson St into a gym. There was discussion about the water service. Johnson said he is trying to get Red Box to install a machine there.

Bill Hardy said the street in front of Anderson's (West Newton) needs to be improved. Andersons is interested in putting about \$80,000 toward improvements from the railroad to the township line. Jones said it is needed and could be included in the motor fuel tax road improvements this summer.

Mark Claussen spoke about needing a drainage solution on East Newton between his home and his neighbor's. There is water sitting in ditches and yards. They would like a catch basin between the yards. The board agreed with the need for this.

Jones moved, Konen seconded to adjourn the open meeting and go into Closed Session to discuss personnel. Roll call: ALL YES. Motion carried 6-0.

Meeting adjourned into Closed Session.

Meeting returned to Open Session.

Employee Promotion

Jones moved, Konen seconded to change Dustin Holoch's status from part time to Full Time at an hourly wage of \$16/hr. He would pay 25% health insurance if he chooses to take it. This would take effect for the start of the current payroll. Roll call: 5 YES. Gilbert NO. Motion carried 5-1.

Part-Time Workers Needed

The board asked Clerk Place to advertise for the need of part-time workers on social media.

Budget for FY19

T. Gilbert asked trustees to be getting him their last budget additions/changes this month.

Brush Pick-Up

Hardy asked Clerk Place to let the public know curbside brush pick-up will be starting at the end of March for the season. Brush needs to be stacked neatly along the street and not left in alleys.

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

Submitted by:

/s/ Melissa Place

Melissa Place, Village Clerk