

CALL TO ORDER

The Village of Durand Board of Trustees met in Regular Session on Monday, November 13th, 2023. The meeting was called to order by the Village President, Sheila Hoffman, at 7:36 P.M.

ROLL CALL:

Present: Trustee Waller, Trustee Becker, Trustee Clark, Trustee Dasko, Trustee Cox, Trustee Guth

Present via teleconference: None

Absent: None

Employees: *Chief of Police*, Michael Reiman
Public Works Supervisor, Aaron Kahl

Village President: Sheila Hoffman

Village Treasurer: Denise Britnell

Village Attorney: Darron Burke

Village Clerk: Mary Sphatt

Public: *See attached sign-in sheet*

PLEDGE OF ALLEGIANCE

Public Hearing For Proposed Property Tax Increase: Levy FICA

Call to Order: 7:28

Adjourn: 7:29

MINUTES

The minutes from the October 23rd, 2023 Regular Session were inspected by the board members. Motion was made by Mrs. Clark and seconded by Mr. Becker to approve the October 23rd, 2023 minutes of the Regular Session. ROLL CALL: Clark, yes: Cox, yes: Dasko, yes: Waller, yes: Guth, yes: Becker, yes. MOTION CARRIED. APPROVED.

PAYMENT OF THE BILLS

The Payroll bills dated November 1st, 2023 were reviewed by the board members. A Motion was made by Mr. Guth and seconded by Mrs. Clark to draw on the treasury to pay the payroll dated November 1st, 2023 totaling \$22,308.59. ROLL CALL: Cox, yes: Guth, yes: Becker, yes: Clark, yes: Waller, yes: Dasko, yes. MOTION CARRIED. AUTHORIZED.

The Payroll bills dated November 13th, 2023 has been tabled because of a system malfunction.

The Board Bills dated November 13th, 2023 were reviewed by the board members. A Motion was made by Mrs. Clark and seconded by Mr. Becker to draw on the treasury to pay the November 13th, 2023 Board Bills totaling \$234,870.54 after the amended Uniform Den total. ROLL CALL: Dasko, yes: Cox, yes: Becker, yes: Clark, yes: Waller, yes: Guth, yes. MOTION CARRIED. AUTHORIZED.

ZONING

Gavin Byl was present for further discussion on the Setback variance requested for 1608 Tranquil Place. A straw poll at the last meeting showed unanimous support and it is on the agenda for a vote tonight as Ordinance 2023-14.

PUBLIC COMMENT

The owners of the Center Street Laundry were present to discuss additional concerns they have regarding proposed construction next to them. In addition to concerns of water runoff and parking, they are also worried about liabilities to their personal business if anyone were to be injured on their property.

COMMITTEE REPORTS

A. FINANCE

TIF dates are going to be clarified and confirmed before the pending TIF requests are reviewed. All information has been gathered for the MFT 2021 Audit and it will be closed shortly. A Public Hearing for a proposed Property Tax increase is scheduled for tonight at 7:25. The Village is looking into implementing an NSF fee for returned checks for water payments, as these fees have increased. The new handbook has been distributed. A change to vacation time has been noted. The policy will be changed to note that up to 40 hours can be rolled over to the next fiscal year but must be used or

paid out within 90 days. The Village loan schedule was reviewed and will be completed by Mayor Hoffman and presented at the next meeting.

B. ECONOMIC DEVELOPMENT

The board continued to discuss the possibility of a new position of Morale, Welfare and Recreation director for the Village of Durand. Trustee Guth has begun developing a job description and has been speaking with Mayor Hoffman about this. This position will be pending financial viability in the next fiscal year. Mayor Hoffman has been looking into IT and copier bundling services. The Board discussed website hosting and possibilities for hosting the Village website.

C. BUILDINGS AND PARKS

The owners of the Center Street Laundry were present to discuss additional concerns about the proposed neighboring property, especially liabilities in the event of personal injury. The foundation and walls are complete on the Public Works Building. The electric and lighting is completed at the gazebo, and the Village is making plans to put the benches and cameras back up.

D. STREETS AND ALLEYS

The Village will be using ComEd for street lighting. Garbage pickup has been missed by some residents. It was determined that garbage pickup is now earlier and some residents are not putting their garbage out before the truck drives by. Fog Sealing for State Street will be completed in the Spring at the same price that was to be charged for this fall.

E. WATER AND SEWER

The substantial completion date for the Main Lift Station Project has been changed from 10/31/23 to 12/29/23 and the final completion date of 11/30/23 was extended to 7/26/24. The trustees discussed the Main Lift Station Loan Request #8 which is on the agenda for a vote tonight and includes IEPA Loan disbursement totaling \$42,264.50, \$2,272.50 for Fehr Graham, CFPS invoice in the amount of \$5,000 and Kelsey Excavating pay application in the amount of \$34,992.00. A new pump was installed at the well on 11/9/23 and is still not pumping at the required gpm. The Village is not liable for any cost incurred for the remedy of the pumping discrepancy. The Board discussed water/sewer rates.

F. POLICE

The Police report for the month of October was handed out and discussed. Officer Kunkle has completed fourteen weeks of training. In the next few weeks he should be able to patrol on his own. All Police Department members are CPR/AED certified. The department is also NIBRS compliant, which is necessary for any grant consideration. The

Department received Re-Certification in Federal Use of Force Compliance which is good for three years.

UNFINISHED BUSINESS

- A. Motion was made by Mrs. Clark and seconded by Mr. Dasko to waive first reading of Resolution 2023-14: Shed Setback Variance for 1608 Tranquil Place. ROLL CALL: Becker, yes: Cox, yes: Clark, yes: Dasko, yes: Guth, yes: Waller, yes. MOTION CARRIED. APPROVED.
- B. Motion was made by Mr. Guth and seconded by Mrs. Clark to approve Resolution 2023-14: Shed Setback Variance for 1608 Tranquil Place. ROLL CALL: Becker, yes: Cox, yes: Clark, yes: Dasko, yes: Guth, yes: Waller, yes. MOTION CARRIED. APPROVED.

NEW BUSINESS

- A. Motion was made by Mr. Dasko and seconded by Mr. Becker to approve Raffle Request: DARTS March Raffle: Online. ROLL CALL: Becker, yes: Guth, yes: Clark, abstain: Cox, yes: Dasko, yes: Waller, yes. MOTION CARRIED. APPROVED.
- B. Motion was made by Mrs. Clark and seconded by Mr. Becker to approve Resolution 2023-22: Opperman Water Bill Agreement/Construction Agreement. ROLL CALL: Becker, yes: Cox, yes: Clark, yes: Dasko, yes: Guth, yes: Waller, yes. MOTION CARRIED. APPROVED.
- C. Motion was made by Mrs. Clark and seconded by Mr. Cox to approve Loan L17-5827 Request #8: Main Lift Station. ROLL CALL: Becker, yes: Cox, yes: Clark, yes: Dasko, yes: Guth, yes: Waller, yes. MOTION CARRIED. APPROVED.

MOTION TO ADJOURN THE NOVEMBER 13TH, 2023 REGULAR MEETING OF THE BOARD OF TRUSTEES

ROLL CALL: YEAS, 6; NAYS, 0; ABSENT, 0.

TIME ADJOURNED: 8:10 P.M.