

Minutes of the Regular Session of The Village of Durand Board of Trustees Monday, December 8th, 2025

CALL TO ORDER

The Village of Durand Board of Trustees met in Regular Session on Monday, December 8th, 2025. The meeting was called to order by the Village President, Sheila Hoffman, at 7:36 P.M.

ROLL CALL:

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

Present via teleconference: None

Absent: None

Employees: *Public Works Supervisor, Aaron Kahl*

Chief of Police, Michael Reiman

Village President: Sheila Hoffman

Village Treasurer: Denise Britnell

Village Attorney: Darron Burke

Village Clerk: Jessica Travis

Public: *See attached sign-in sheet*

PLEDGE OF ALLEGIANCE

MINUTES

The minutes from the November 24th, 2025 Regular Session were inspected by the board members. Motion was made by Mr. Guth, second by Mr. Cox to approve the minutes with noted corrections for November 24th, 2025. ROLL CALL: Becker, abstain: Cox, yes: Clark, yes: Waller, yes: Dasko, yes: Guth, yes. MOTION CARRIED. APPROVED.

PAYMENT OF THE BILLS

The Board bills dated December 8th, 2025 were reviewed by the board members. A Motion was made by Mrs. Clark, second by Mr. Becker to draw on the treasury to pay the Board AP bills dated December 8th, 2025 totaling \$72,017.44. ROLL CALL: Waller, yes: Dasko, yes: Cox, yes: Guth, yes: Clark, yes: Becker, yes. MOTION CARRIED. AUTHORIZED.

The Payroll Bills dated December 10th, 2025 were reviewed by the board members. A Motion was made by Mrs. Clark and second Mr. Becker to draw on the treasury to pay the December 10th, 2025 Payroll Bills totaling \$32,465.74. ROLL CALL: Dasko, yes: Cox, yes: Clark, yes: Guth, yes: Waller, yes: Becker, yes. MOTION CARRIED. APPROVED.

Trustee Clark read the Memo of Revenue Received into Record.

Video Gaming Tax for October 2025 - \$5,211.21, Motor Fuel Tax Allotment for October 2025 - \$2,506.73, MFT Transportation Renewal for October 2025 - \$2,780.45, 1% Sales Tax in the General Fund for August 2025 - \$23,532.99, and non-Home Rule 1% Sales Tax for August 2025 - \$11,976.10.

TREASURER'S REPORT

The treasurer's report for November 30th, 2025 has been tabled for tonight. Audit adjustments have thrown off balances and need to be adjusted. Denise, Treasurer, will send out the report when complete.

PUBLIC COMMENT

None

COMMITTEE REPORTS

A. FINANCE

Trustee Clark reports:

- November Financials – The November Financials will be reviewed in January. Audit adjustments have thrown off balances and need to be adjusted.
- Memo Received – The November Memo Received will be read into record during the Board Meeting tonight.
- Village Payables – The Board will approve Denise, to pay regular Village payables until the next Board meeting on January 12th, 2026.
- The Levy & Assessment Ordinance is up for vote during the Board Meeting tonight.
- Employee Appreciation Party – We are still receiving donations for the appreciation party and will finalize plans soon.

B. ECONOMIC DEVELOPMENT

Trustee Guth reports:

- Durand Charm Queen of Hearts Raffle – The jackpot is currently \$20,500.00 and due to holidays Charm will hold their drawings on Tuesday, December 23rd and December 30th, 2025 rather than their usual Wednesdays.
- Lions Club Bears/Packers 50/50 Raffle - The raffle is going strong and is scheduled for the December 20th, 2025 game.
- Durand Charm held an info session December 3rd, 2025 for the \$350,000 HRAP Grant. A live lottery for funds positioning is being held tonight at 6:30 PM.
- Durand Charm Candy Cane Lane Craft Show – Durand Charm reports that The Candy Cane Lane Craft Show had the largest attendance in 5 years.

C. BUILDINGS AND PARKS

Trustee Waller reports:

- Nothing to report at this time.

D. STREETS AND ALLEYS

Trustee Dasko reports:

- Multi-use Path Project – Mayor Hoffman and Aaron Kahl met with Origin and requested updated bid, along with Fehr-Graham, to update bid, to include path from South Street to Cameron Drive. Updated bids should be ready for the January 12th, 2025 meeting.
- Parking Signage – Village Ordinance prohibits private use parking on Village grounds. Midwest Therapy is requesting spaces for patients with limited mobility issues or more handicap spaces. Discussion to continue to come to solution for everyone. The Board decided on the signage allowed and Mayor Hoffman will send a letter with allowed verbiage approved by the Board.

E. WATER AND SEWER

Trustee Cox reports:

- Chemical Spill Billing – The demand letter has been sent, but it has been rumored that Cahoy may be filing bankruptcy. Legal will be looped in and will advise the next steps to take.
- Public Works Maintenance - Public Works is still waiting for the level transducer for the water tower.

F. POLICE

Trustee Becker reports:

- Monthly Report – The Monthly Report was given out.
- Part-time Employment – Looking to post ad for Part-time employee(s) in 2026.
- Durand CUSD SRO Officer – The hiring process for the SRO officer is still moving along. Currently waiting on ILETSB approval.
- Continuing Education - Chief Reiman has class Thursday, December 11th, 2025 for continuing education.
- Part-time County Employees – Chief Reiman to meet with Sheriff to discuss new policy regarding part-time use of deputies.

UNFINISHED BUSINESS

- A. A voice vote was taken to approve Treasurer, Denise Britnell, to pay any regular Village payables until the next Board Meeting on January 12, 2026. VOTE: Yeas, 6; Nays, 0; Absent, 0.

NEW BUSINESS

- A. Motion was made by Mrs. Clark and seconded by Mr. Becker to waive first reading of Ordinance 2025-21 Levy & Assessment Ordinance FY 2025/2026. ROLL CALL: Guth, yes; Waller, yes; Cox, yes; Becker, yes; Clark, yes; Dasko, yes. MOTION CARRIED. APPROVED.
- B. Motion was made by Mrs. Clark and seconded by Mr. Becker adopt Ordinance 2025-21 Levy & Assessment Ordinance FY 2025/2026. ROLL CALL: Clark, yes; Waller, yes; Dasko, yes; Guth, yes; Cox, yes; Becker, yes. MOTION CARRIED. APPROVED.

EXECUTIVE SESSION DEEMED NOT NECESSARY.

ADDITIONAL COMMENTS:

MOTION TO ADJOURN THE December 8th, 2025 REGULAR MEETING OF THE BOARD OF TRUSTEES

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

TIME ADJOURNED: 8:00 P.M.