

## Village of Dakota Board Meeting

Date – Monday, March 6th, 2023, 6:30 PM

Dakota Village Hall – 112 Main St, Dakota, IL

Village Board Members Attending – Eric Lizer, Alisha Lizer, Jeremy Knox, Ken Vrazsity, Kaytlyn Vrazsity, Diane Clay, Jon Riley

Treasurer – Melody Sweet

Clerk – Jennifer Knox

Community Guests – Jeff Kinney, The Volunteer; Courtney Warren, CFPS; Jill Pepin, CFPS

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### Approve Agenda

- Motion made by Jeremy to approve agenda, seconded by Eric, all were in favor, motion carried.

### Approve Minutes

- Motion made by Jon to approve the minutes for Feb 6<sup>th</sup> and Feb 20<sup>th</sup>, seconded by Ken, all were in favor, motion carried.

### Approve Current Bills

Name	Memo	Amount
<b>Accounts payable - General</b>		
WASTE MANAGEMENT	FEBRUARY STATEMENT	5,488.55
Casey's Business Master Card	JAN CHARGES	282.01
Casey's Business Master Card	JAN CHARGES	-282.01
WASTE MANAGEMENT	FEBRUARY STATEMENT	-5,488.55
Com Ed 1-Street Lights		661.62
A. C. McCartney Farm Equip. Co.	SERVICE HYDRO SYSTEM, REMOVE ...	967.39
Frontier		106.48
Postmaster	RENEWAL OF PO BOX 163	94.00
Chriss Tree Service	REMOVE STORAGE DAMAGE215 W D...	3,500.00
		<hr/>
Accounts payable - General		5,329.49
<b>Accounts payable - Sewer</b>		
The Volunteer	LEGAL NOTICE SEWER PROJECT	320.40
constellation	8084750	506.21
constellation	8084755	87.78
LYONS LAB		200.00
Community Funding & Planning Services	PROJECT PLAN 15,000, CFPS 10,500 &...	21,000.00
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Accounts payable - Sewer		22,114.39
<b>Accounts payable - water</b>		
TR MACHINE INC	UPS SHIPMENT 2/6/23	14.60
constellation	8084754	247.56
constellation	8084753	429.45
		<hr/>
Accounts payable - water		691.61
		<hr/>
		<b>28,135.49</b>

- Motion made by Eric to approve current bills as of March 6<sup>th</sup>, 2023, seconded by Jon, all were in favor, motion carried.

## Resident Permits and Requests

- Any Additional Permits or Request - None

## New Business

- Wastewater Treatment Plant Improvement Project Updates Guest - Jill Pepin of Community Funding and Planning Services
  - We have on agenda to give authority to sign financial loan application documents.
  - Submitted to financials to EPA for review and approval.
  - Deadline to get items done is March 31<sup>st</sup>. We will score higher when EPA grades us which puts higher on top of list.
  - Received response from one tribe consults. Jill is working with them regarding the archaeological survey.
  - Jeremy asked where we own property past sewer pond. We may need to pay for a survey to be completed.
  - Jill can reach out to Stephenson County courthouse for GIS map. If they charge, we could pay for which would be cheaper than surveyor.
  - Diane asked why an archaeological survey. Per Jill - During the review letters were sent to tribal agencies in our area. One happened to inquire. They just want to make sure nothing is disturbed.
- Approve Resolution to Authorize a Representative to Sign IEPA Loan Documents
  - Alisha read the Resolution to the board.
  - **Motion made by Eric to approve the Resolution to Authorize a Representative to Sign IEPA Loan Documents, seconded by Ken, all were in favor, motion carried**
- Approve Agreement for Professional Services with Community Funding and Planning Services
  - Alisha read the Agreement to the board.
  - Not invoiced until we get loan agreement.
  - **Motion made by Eric to approve the Agreement for Professional Services with Community Funding and Planning Services, seconded by Jeremy, all were in favor, motion carried**
- Discuss Water Sewer Garbage Billing to change from Fiscal Year to Calendar Year Schedule
  - Current cycle is May to April. Most residents think it's Jan to Dec.
  - Can prorate remaining year then full year beginning in January.
  - **Motion made by Eric to move water, sewer, garbage billing to change from fiscal year to calendar year, seconded by Ken, all were in favor, motion carried.**
- Discuss Updating Sewer Rates
  - We are currently behind on rates. In 2007 the rate was \$24. In 2011 the sewer rate went down to \$20 and \$4 was moved to water so no one would feel increase. The school in 2007 was \$856. In 2011 the rate was lowered to approx. \$600.
  - The school's water rate was never increased after the resident's water rate.
  - We need to be able to show the EPA we have the ability to repay our loan through them.

- One option would be to increase the sewer by \$10 this year than \$10 next year
  - Need to have approx. \$30 per resident, per home for sewer
  - Currently we are breaking even on garbage
  - Casey's and Rte 75 currently pay \$53.50 for sewer. They don't have the same volume of business when it comes to water.
  - Should we install meters? This would be cost of installation and maintenance which would fall on the village.
  - Board agrees a \$10 increase for sewer would be a good idea
  - Option for Casey's – For sewer move to \$200 month beginning in May until Dec; Jan move to \$300; 2025 move to \$350. Melody is going to check rates at Shell to compare
  - Jon will get quotes on meters
  - School is currently at roughly \$640 for sewer; should be \$1021.08. If we took same equation using a \$25 increase per resident, they would pay \$2297.
  - One idea for school – Increase to \$955 at 6 month mark, in 2024 move to \$1200, end of 3<sup>rd</sup> year at \$1592. Still not high enough. Possibly double the rates instead which would bring closer to what they should be - \$1280 as of May, Jan 2024 \$1920, Jan 2025 approximately \$3000. We can always review at that time if we think that's too high.
  - Will also need to look at school's water rates as they have not increased in 12 years
  - School needs to be caught up to resident's rates.
  - For school – Based on 1000 students/staff - when doing the calculations basing on a \$30 increase per resident, they would be at \$1450 as of May. Will let them know another jump in January which will be \$1935. The final will be based on where we see our numbers.
- Discuss Liquor License 2023-2024 Fees
    - Rates are currently \$1000 per year for liquor license renewal.
    - Alisha reviewed several fees in the area and they run from \$900 – \$1500. No need to increase.
    - Letters for renewal need to be sent this month.
- Liquor Commission Members
    - We are still in need of an additional member. Alisha is waiting for a response from a citizen.
    - Alisha found we can have another board member on the commission. Ken has agreed to join.
- Schedule Liquor Commission Meeting for 2023-2024 License Renewal
    - Next liquor commission meeting will be held Mar 13<sup>th</sup>. Going forward (after the 13<sup>th</sup>), meetings will be held prior to scheduled monthly board meetings.
- Discuss Ice Storm Damages and Observations
    - Carl Chriss was called on an emergency basis to take care of downed trees - 4 were damaged, 3 needed to be removed and one had a large limb in the power line.
    - One bill for the 3 trees was submitted, but we didn't have the large limb invoice at the time because Carl had to wait for ComEd to stop power to the home that was involved.
    - Brian and Luke cleaned up 10 loads and took to the sewer pond
    - Observations after storm. The village is ill-prepared. After losing power, Alisha realized we have issues that have not been addressed with our Village in case of a power outage.

In the past we had a local water/sewer operator who took care of these issues in an emergency. We no longer have that.

- What are our plans to address the absence of an emergency person that can take care of these issues? Is the board going to take care of emergency water/sewer issues when they arise?
  - Generator has a flat tire and doesn't work well.
  - What should be done with the generator? Alisha has reached out to Bordner Electric to ask for assistance with training. Eric said he will run the generator.
  - We need to make sure the Village Truck is ready to hitch up if needed to move the generator.
  - Having one generator isn't a great option. With one generator we need to pick between sewer and freshwater. A second is needed in this upcoming project.
  - Everything at the water tower is digital and would need to bring a generator. There is not an emergency generator hookup panel that Steve could find.
  - Steve and Eric couldn't find a generator hook up for the pump houses. We only needed one pump house to run but it didn't seem to have one.
  - An emergency contact system is needed for our Village.
- Schedule Date for Yard Pick Up from Ice Storm
    - There are still branches that need to be picked up. Luke is available to do more cleanup on Mar 11th
  - Monthly Yard Waste
    - Suggested to develop a cleanup for the 2nd and fourth Monday of the month if the weather allows – board in agreement
    - Doing this cleanup should be help with sewer pond dumping
  - ILML Lobby Day Clarification of Per Diem Expense
    - Currently only approved for \$160 for Alisha's trip. Also need to cover food expenses.
    - **Motion made by Jon to approve hotel accommodations for \$160 per night for hotel for April 18<sup>th</sup> and 19<sup>th</sup>, up to \$100 per diem for food/drink, and fuel costs will be covered, seconded by Ken, all were in favor, motion carried**
  - Discuss Possibility of New Village Website Provider
    - Current website provider is WIX. It is a business platform, not designed for municipalities. This is built exclusively for small municipalities.
    - Current website cost is \$407.88
    - Current website ends calendar options April 21st, The Website ends in July. But without the calendar we can't use the community center reservation calendar.
    - Alisha talked to Rural Water Impact and Municipal Impact for a new website provider. They are currently used by the village of Forresteron.
    - The cost for Municipal Impact would be \$605 per year. One time set up fee is \$399. To transfer our current information to the new site would be \$324.
    - Recommended by Illinois Municipal League.
    - They are ADA compliant with fonts for blind users that have a special reader.
    - Would provide an emergency alert through text or email for any resident that would like to sign up. Unlimited alerts are allowed per month.

- Billing by credit or debit card is an option through a third party. This would need to be investigated more before changing to this system. Possibly time to upgrade our office software? Will need to discuss this more. But at least the option is there for the future.
  - **Motion made by Eric to switch town website to Municipal Impact up to \$1500, seconded by Jeremy, all were in favor, motion carried.**
- Any Additional New Business

## Old Business

- Garbage Collection and Recycling Contract
  - Alisha and Melody talked to Gills Disposal and asked for a quote for our Village. Gills also stated that they would be able to stop service for delinquent accounts. Residents may also purchase additional can pick up through Gills. (A large family may need 2 garbage bins, instead of the 1 provided by the garbage company. Gills will allow the customer to add an additional can for the year.)
  - Gills will also provide a recycling bin for everyone
  - Alisha and Melody are also meeting with Republic Services for an additional quote
  - Asking all quotes to the last Monday of April so board can make a decision
- Update for Snowplow Repairs
  - Ames is still waiting for the parts. The parts are over \$1800. A lot of damage was done by an inexperienced plow driver. It is suggested we create a checklist for the plow and maintain it better each season.
  - If we cannot get part, it could be another \$1500 for a total of \$3300
  - Alisha is waiting for next set of numbers. Suggests approving for lesser amount. However, by July or August, we should go with higher amount.
- Update on Cop Car
  - None – Brad not in attendance for update
- Update for Park Lawn Mower Repairs
  - AC McCartney performed a yearly clean up. They said there was packed debris in the deck that voided the warranty for the repairs.
  - The lawnmower should be cleaned with each use.
  - We were hit hard for labor – around \$700
- 2023-2024 Budget Planning
  - Jon
    - Two generators
    - Alley entrance – Center St between Davis and Zimmerman
    - Cameras at sewer pond
    - Barricades around park to keep people from driving through the park
    - Emergency alert system
    - Emergency generators
    - Water shut offs need to be marked by water tower and park area. Jeremy said one is now in the black top. Can get a piece of PVC to put around it.

- Insulating village hall. Rotting around garage door to be replaced.
    - Heater in garage
  - Ken
    - For the park, gutters for the main shelter, bathroom doors
    - Gutters for village hall
    - Maintenance checklist – will go around and look.
    - Sand and repaint lift station.
  - Eric
    - Signs for posts for stop signs – Ken found breakaways and has down 20 sets. Checked Menards for wood posts and they are less expensive. They are treated lumber. Approximately \$3k for 20 kits breakaways. \$700 for 20 sets.
    - Other signs that need to be replaced
    - Nature trail full of dead trees. Need to be removed. Suggested residents could go back to collect wood.
  - Jeremy
    - Main St – begin with Boo’s section.
    - Potholes on various streets. Sealing should be good for another year so we should be able to just patch.
    - Road to water tower as well as ditch
    - Trees over the roads. Diane will get list of trees that need to be trimmed (to at least 18ft).
    - Aging trees and Bradford pears
  - Kaytlyn
    - Crosswalk signs maybe automatic one or speed sign down by school
    - Yellow marking on Main St at the corner by parlor for no parking. Painting could be done by community service.
  - Alisha
    - Need to update electrical for pump houses and water tower. Need to be able to plug in generator.
    - Water emergency system. Nothing hooked up for pump houses or water tower to alert us.
    - Scales for water chemicals. Steve quoted and they were \$7,000 each and we need 4.
    - Village Hall needs to be repaired or rebuilt.
    - Sewer pond needs major clean up of overgrowth, the amount of trees. Whether we use our own guys or not, it will be costly. Gate cannot be closed because the overgrowth.
    - We need to locate water shut offs. We cannot shut off water to residents. Work with Brad Clark as he mentioned GPS / locating which could be \$4,000 to \$5,000.
- Rebuild Illinois
  - MTF Funds \$33,347.40 – does have to approved, must be approved sometime in 2024 and used up by July 2025. Must be approved by someone to state that if you are doing a sidewalk or section of a road if they are allowing it to be used for that rebuild fund.
- American Rescue Plan - Covid Funds
  - \$63,653 village received. To be used towards water or sewer, something to help better area. Melody is trying to get a list. Could be used towards generator or water running

through residence. If we're going to use, try to use as lump sum. Melody believes, if we don't use, they will take back with interest.

- Discuss Urban Chicken Ordinance
  - No residents showed for meeting.
  - All in agreement to table idea
- Any Additional Old Business

### Sewer and Sewer Pond

- Discuss Possible Solar at Sewer Pond
  - Alisha showed information sent by company looking to install solar panels on land.
  - Jill reviewing where exactly our land is.
  - Would there be interest in buying land from farmers to develop a solar field? Would be ground mounted.
  - Possibly put solar at the sewer pond. If we know where property ends, we could put solar set there. Would need to review all options.
  - Solar panels would provide up to 20% reduced rate for all residents. Many incentives from the state and government.
- Emergency Generator
  - Tires for trailer need to be replaced and needs exercising monthly
  - Tires at Menards are \$169 each, need approval for two \$400
  - **Motion made by Jon to buy new tires for trailer that holds the generator up to \$400, seconded by Diane, all were in favor, motion carried.**
- Checklist is needed for sewer pond maintenance.
  - Eric will start to work on this
- Any Additional Sewer Items - None

### Water

- Jon left a message for Spencer Meinert. Need to obtain quote(s) for water tower relief valve diverter
- There's a broken pipe at the water tower; possibly from freezing. Jon will also reach out to Spencer on this issue.
- Kelsey Excavating to update water shut off at Dakota Elementary School
  - **Motion made by Eric to approve up to \$5000 for Kelsey to create a bypass for the water shut off at Dakota Elementary School, seconded by Ken, all were in favor, motion carried.**
- Pump Houses and Water Tower Emergency System Need Updating
  - Steve is working on some of the updates. Jon is going to contact Spencer Meinert to add the electrical add-on for a generator to both the pump houses and the water tower.
- Any Additional Water Items - None

### Park and Community Center

- Easter in the Park - Filling Eggs Tuesday April 4th 5:30pm at Community Center
  - Jeff Kinney's softball players will help
- Park Clean Up Day (same as Earth Day) will be Saturday April 22nd at 8am

- **Motion made by Jon to spend up to \$75 for Casey's pizzas for April 22<sup>nd</sup> for the park cleanup, seconded by Ken, all were in favor, motion carried**
- Updated Guidelines with Lock Code for Community Center
  - Lock now working so we can change code
  - Kaytlyn is listed as the contact
  - We can create a list of numbers for codes and cross off as they are passed out.
- Follow Up Checklist for Park Maintenance
- Any Additional Park and Community Center Items

#### **Permits and Village Property Repair and Maintenance**

- Follow Up: Gutters needed on Village Hall
  - Ken getting quotes
- Quotes for Village Hall Repairs or Rebuild Due April 3rd
- Follow Up: Maintenance Checklist for Village Buildings
- Any Additional Permit and Village Property items

#### **Streets and Sidewalks**

- Obtain Quotes for Sealing Roads for 2023
  - No need to worry about sealing roads since Jeremy was told they are good.
- Obtain Quotes for Painting Curb at Post Office and Main St Crosswalk
  - He will get quotes for painting curbs at post office and main street crosswalk.
- Discuss Creating Crosswalk at Park
  - For a crosswalk you need to have an access point. Would be helpful since there's currently nothing for the park.
  - Best to wait until sidewalk installed.
- Any Additional Streets and Sidewalks Items -
  - 301 Zimmerman has a drainage tube coming out of the ground. Not in the driveway. Needs to be re-dug and laid back down. Shouldn't need a new tube. Jeremy to get a quote before the April meeting.

#### **Trees, Signs and Lighting**

- Tree at 102 Schaffer needs to be removed, it is in very bad shape and likely to fall soon. Diane to call Carl Chriss and have the tree removed.
  - **Motion made by Eric to approve up to \$2500 for tree removal at 102 Schaffer St, seconded by Ken, all were in favor, motion carried.**
- Brian would like 10 stop signs to start improving signs.
  - We don't have book available for Diane to view but the township may. He won't need new posts.

#### **Public Comments**

- Jeff Kinney – school enrollment 750 students and staff; superintendent leaving so may need to speak to new one.

#### **Adjourn**

- **Motion made by Jon to adjourn, seconded by Ken, all were in favor, motion carried.**



**Village Clerk – Jennifer Knox**

**Time Ended – 9:15PM**