

Village of Dakota Board Meeting - Dakota Village Hall - 112 Main St Dakota, IL

Tuesday, September 12, 2023, 6:30 PM

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

Clerk –

Treasurer – Melody Sweet

Public Attendees – Jeff Kinney, Denny Elmer

Approve Agenda

- **A Motion made by Eric to approve the agenda for Tuesday September 12th, seconded by Kaytlyn, all in favor, motion carried.**

Approve Minutes

- **A motion was made by Eric to approve the minutes for Monday August 7th, seconded by Ken, all in favor, motion carried.**

Approve Minutes

- **A Motion made by Ken to approve the minutes for Monday August 21st, seconded by Diane, all in favor, motion carried.**

Approve Bills

- **A Motion made by Jon to approve the bills for Monday September 11th, seconded by Eric, all in favor, motion carried.**

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Review Financial Reports of All Accounts

Review Time Sheets- There was a discussion about creating a new time sheet for employees that would include a description of the job performed, time in, and time out. It was also discussed that employees need to accurately report all time worked on their own time sheet.

New Business

Zimmerman Fence - Ken was notified that a fence was installed on a property on Zimmerman Street, west of Church St. Alisha will investigate this. No permit was received for a fence within this area.

Clerk Resignation - Alisha informed the board that Jennifer Knox resigned, effective immediately, as Clerk.

Clerk Stipend -Alisha read an email from Steve Cox about the possibility of creating a stipend for the temporary position of Village Clerk. This would allow an elected official to receive a stipend for the clerk position until a clerk is hired and trained.

Clerk and Office Admin - There was a discussion of the different job duties and number of hours worked by the clerk and the need to develop a second office position.

- **A Motion made by Eric to create a new position of “Office Administration” at the rate of \$20 / hour, seconded by Kaytlyn, all in favor, motion carried.**
- **A Motion made by Eric to establish stipend for temporary clerk position at \$500 per month, Kaytlyn seconded, all in favor, motion carried.**
- **Motion made by Eric to appoint Alisha for temporary clerk position, seconded by Kaytlyn, all in favor, motion carried.**

Lead Line Inventory Grant - Water operator, Steve Olson, informed Alisha about an Illinois EPA Lead Service Line Inventory Grant program. This grant would provide funding for an Engineering Firm to provide services to locate any possible lead service lines within the village as required by the State of Illinois. The grant is also needed for any future funding that would be needed for any potential lead pipe replacement in the Village.

- **Motion made by Eric to approve the Illinois EPA Lead Service Line Inventory Grant program, seconded by Ken, all in favor, motion carried.**
- **Motion made by Eric to accept Fehr Graham Professional Services for the Illinois Lead Line Grant Project for \$3,500, seconded by Ken, all in favor, motion carried.**

Dredging Sewer Pond - Alisha got approval from Dave Dornick to spread solid waste on the field after dredging the sewer pond. A date will be determined after the crops are removed from the fields.

ARP Funds-There was a discussion concerning the American Relief Plan funds and where the money could best be spent within the restrictions provided. The board would like to see the possibility of purchasing a pump house generator and an emergency alert system for the water tower.

Jon will discuss Emergency Alert System costs for water tower with Spencer at Ceroni.

Jon to discuss generator costs with Spencer at Ceroni.

Zimmerman St- Zimmerman St needs repair after a water line break. Ideally this should happen before winter. Alisha will talk to Josh DeHaven about road repairs on Zimmerman.

Prairie Path Water - Alisha reported a meeting that was had with Prairie Path Water to discuss the options for selling Village Utilities. Due to the high cost for residents, it was decided that the board would not pursue a partnership with Prairie Path Water.

Gill’s Contract - The new garbage and recycling contract for the Village of Dakota with Gill’s Sanitation of

Freeport was signed by Alisha. The contract begins October 1st, 2023.

Snowplow Drivers - Brain reported to Alisha that the Village snowplow drivers of 2022-2023 will be returning for 2023-2024. Currently, there is no need to hire additional plow drivers.

Village Hall Repairs - The Hall is still in need of repairs. Ken to get quotes for village hall joist repair and gutters.

Light Up Dakota - The board decided to host the Light Up Dakota contest for 2023. Alisha will reach out to the school art teacher about possibly voting on the Village Christmas light contest winner.

Mowing and Maintaining Village Property by Residents- Alisha brought to the board that there were potential issues concerning Village property being mowed by residents. After a brief discussion, the board decided that it was fine for residents to mow Village property, but it would be notified to each resident that this maintains the property would not give rights to the property. Jon relayed that there is a water main near the old water tower that protrudes and makes mowing difficult. Alisha will purchase an additional rock to place on the old water tower valve. (This is using previously approved funding)

Yard of the Month – winner for September was discussed and decided as 219 W. Davis St.

Village Hall Office Needs – The hall desk and chair are both in poor condition and need to be replaced. An additional filing cabinet is also needed. The old clerk’s desk needs to be removed. The old documents in boxes around the hall need to be stored in a mouse proof tote in the shed. Additional outlets are also needed.

- **Motion made by Eric to spend up to \$2,000 on misc. office furniture for the village hall, seconded by Ken, all in favor, motion carried.**
- **Motion made by Eric to spend up to \$500 on misc. shelving and storage bins for the village hall, seconded by Ken, all in favor, motion carried.**
- **Motion made by Eric to spend up to \$1,000 to have Bordner electric add additional outlets to village hall, seconded by Ken, all in favor, motion carried.**

Trick or Treating – Date and hours set for Tuesday October 31st from 5 PM to 7 PM. Last year, there were reports of fast-moving cars near the Methodist Church during Trunk or Treat and they would like to close the street. Alisha will contact the Church to see what hours the road would be requested to be closed.

Fall Yard Waste Collection – It was decided to collect yard waste every Monday in October for collecting leaves.

Park Bathroom Vandalism – A discussion was held concerning the amount of damage to the park bathroom sink and toilet from sticks, toilet paper and paper towels. The possibility of electric hand dryers, or locking the bathroom was discussed. Kaytlyn is to review timed locks to help prevent park bathroom vandalism.

Old Business

Stop Signs - All 10 new stop signs were installed, discussed purchasing more come spring 2024.

Jetting Davis – Zimmerman Sewer Line – Alisha is scheduling jetting of sewer line and will have resident on Baird St remove the trailer that is parked on the vacated section of Zimmerman St.

Ordinance Book Update – The new books contain several areas of errors and will need to be corrected.

Board Member Committee Reports

Sewer –Eric had nothing new to report.

Water – Jon had nothing new to report.

Park & Community Center – Kaytlyn said the park flag was replaced. She priced a new water fountain for the park at \$4000. It was decided that the park water fountain replacement to wait until spring 2024.

Alisha & Kaytlyn will further research sound / display tiles to prevent taping decorations to the newly painted community hall walls. Kaytlyn expressed interest in using the park grant that was discussed this summer for the water fountain. This will be a future discussion for the board if they would like to pursue this grant.

Village Property – Ken reported that a tree at Baird and Zimmerman needs to be removed. He also noted that a signpost for the dead end of section on Zimmerman St, west of Center St, needs to be replaced.

Streets and Sidewalks – Jeremy was absent.

Trees & Signs - Ken to obtain more quotes for trees on Davis / Zimmerman alley, Main Street and for low hanging branches.

Adjourn

- **At 8:47 A motion was made by Eric to adjourn, seconded by Ken, all in favor, motion carried.**