

## MINUTES

### PALESTINE VILLAGE BOARD OF TRUSTEES MEETING

December 7, 2017

Palestine Board of Trustees met on December 7, 2017, at 6:00 PM. Trustees answering the roll call were Tim McDaniel, George Harrison, J.R. Dunlap, Mary Michael, Brian Nethery, and Gene Purcell.

Staff Members present: Patrolman Brandon Carpenter, Pat Schofield, Village Consultant, Shirley Adams, Village Clerk, Margaret Littlejohn, Utilities Clerk and Kathy Clark, DPW Supervisor.

Visitors present: Hillary McCrillis, Jeannette Smith, and Tim Price (Leadership Crawford County), Francis Murphy, Tom Osborne (Robinson Daily News), and Chris DeWitt (WTYE).

Meeting called to order by Mayor Rob Byrley

The meeting began with all present reciting the Pledge of Allegiance.

Minutes were taken by the Village Clerk.

The Minutes of November 2, 2017, were accepted as presented.

#### **OLD BUSINESS:**

1) Reminder: FOIA/OMA Certificates due for 2018 – By March 1<sup>st</sup>. Shirley, Rob, and Pat are required to complete on line training on both, and the Trustees are required to complete training on OMA.

2) Update Report: Condemnation Proceedings. Although time is up and we could begin with the demolition of the south building, Janice Fuller has requested we wait until after Christmas as this is a very busy time for her business. Also, Republic does not have dumpsters available at this time.

3) Update: Radar Speed sign. Everyone was happy with the new speed sign. It was suggested that it be lowered but Kathy said if it were lowered it would be in front of the school crossing sign. Also, there is certain criteria from the state that she had to adhere to. The consensus was to leave it as is.

4) Update: Received Grant for new Mosquito Sprayer - \$10,000. The Village was approved for the Mary Heath Grant, in the amount of \$10,000, for a new mosquito sprayer.

#### **NEW BUSINESS:**

1) Leadership Crawford County – Representative Hillary McCrillis. They are looking into opening up a dog park in Crawford County and installing pet waste stations at other parks within the county. The Village would be interested in having pet stations in the Village. However, the Park Committee would have to make any decisions concerning the park. Gene requested that the group be at the Park Committee's next meeting to discuss this.

2) Discussion and Approval of Resolution for Crawford County Multi-Hazard Mitigation Plan.

The Village recognizes the threat that natural hazards pose to people and property and by undertaking hazard mitigation actions before disasters occur will reduce the potential for harm to people and property and save tax payers dollars. An adopted multi-hazard mitigation plan is required as a condition of future grant funding for mitigation projects. The Village has participated jointly in the planning process with other local units of government within the County to prepare a Multi-Hazard plan. George Harrison moved that we approve Resolution #2017-R-02 for Crawford County Multi-Hazard Mitigation

Plan. Tim McDaniel seconded motion. Motion passed with five ayes and one nay by J.R. Dunlap.

3) Letter of thanks and appreciation – signatures. Letter of thanks went to Mary Jo Billingsley for her donation of the Abraham Lincoln Statue in honor of her late husband. It was placed in front of our Community Facility.

4) Trustee Volunteers for New Year 2018. The Trustees volunteered for two months each to open and close the Pioneer Room and Community Facility during 2018.

**DPW REPORT:** Kathy Clark, Superintendent. Kathy asked about a possible street light at north intersection of E. Franklin/N. Main. Some Board members have checked this out and agree one is needed. Pat Schofield will reach out to Ameren and see what they can do for us.

The speed display sign is complete. We have 2 back up batteries. Two batteries will allow for 6-7 days use, depending on traffic flow.

With the new GFCI receptacles installed in the base of lamp posts, they are prone to tripping out with the slightest moisture. It has been a constant problem since our Christmas light installation. We'll have problems during Labor Day festivities and Wine and Arts Festival. Kathy suggested they be outfitted with waterproof bubble covers and leaving them out of the base when in use. It would also be advisable to require festival participants to use GFCI cords.

Twilla Davis has shown an interest in acquiring certification for General Standards and Wastewater Operator. She will study for GS this winter to test in early spring, and then study for WWO to test, after passing GS.

The 'bump' on North Main, just off Franklin St., at the crosswalk will be repaired on December 11<sup>th</sup>. Kathy has informed our local media and social media, along with the High School.

Kathy was able to complete the National Pollutant discharge Elimination system permit application. Due to the fact that she was able to complete it, and not having it done by our engineering company, it saved the Village \$2,500.00.

**POLICE REPORT:** Chief of Police, Jeffrey Besing. The Santa train arrived in Palestine this past Sunday and was well attended by many boys and girls. One of the Elf's had a "Photo-OP" in the back seat of the Chief's squad car.

The Lighting of Leaverton Park on Nov. 24<sup>th</sup> was a huge success.

The Police Dept. will be doing our "Candy Cane Campaign" again this year as well as another "special public relations" Christmas detail that is still in the planning stages.

The Village has been awarded \$306 and a 2000 Oldsmobile Alero 4 door sedan by the courts from a drug related arrest back in August. The Chief will be contacting the Asset & Forfeiture Section of the Il State Police to finalize this process at which time we will be able to put both vehicles that we have seized up for a bidding process.

## **PIONEER ROOM/MAIN STREET PARK – DECEMBER – TIM McDANIEL**

FYI: Beginning January 1, 2018, Mediacom will be implementing new rate adjustments.

**COMMITTEE REPORTS:**

**Budget Committee:** Shirley Adams, Chairman. November financials were given to Trustees.

**Bldg Regulations, Permits, Maintenance:** Harry Gene Purcell, Chairman. One demolition and one building permit for a fence were issued in November.

**Employee Relations Committee:** Harry Gene Purcell, Chairman. The Handbook Committee will be meeting again soon and when complete, it will be given to the Employee Relations Committee for their input before presenting it to the Board.

**FOIA Officers:** Shirley Adams, Chairman. As noted above, OMA & FOIA training should be completed by March 1, 2018.

**Ordinance Committee:** Pat Schofield.

**Streets, Sidewalks, Alleys Committee:** Tim McDaniel, Chairman.

**Sewer/Lagoon Committee:** George Harrison, Chairman. We have not received a quote from Dee Everingham yet for tree removal at the lagoon.

With no further business to discuss Tim McDaniel moved to adjourn. J.R. Dunlap seconded motion. Motion carried. Meeting adjourned at 7:00 PM.

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PRESIDENT

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CLERK