

**Village of Arrowsmith**

**Board Meeting Minutes**

**April 4, 2024**

Present: Chad Walden, Brent Beyer, Cheryl West, Ray Wilson, Taryn Cross, Megan Lopez

Absent:

Guests:

The meeting was called to order at 7:07 P.M.

The pledge of allegiance was said by all present.

All board members present reviewed the March 2024 meeting minutes and voted to approve the minutes with three changes.

Cheryl West made a motion to approve the minutes, Ray Wilson seconded the motion.

Ayes: Cheryl West, Ray Wilson, Brent Beyer, Taryn Cross

Nays: None

All board members present reviewed the March special meeting minutes and voted to approve the minutes with no changes.

Taryn Cross made a motion to approve the minutes, Ray Wilson seconded the motion.

Ayes: Cheryl West, Taryn Cross, Ray Wilson, Brent Beyer

**Public Comment**

No public was present.

**SAFPD Representative District Report**

Ray Wilson provided the monthly status report for the district for the month of March 2024: Saybrook had a total of 2 fire calls and 4 EMS, Arrowsmith had no EMS and 1 fire call for a total of 7 EMS calls for the district.

**Finance**

Brent Beyer provided the board with all account balances in the CIBM and Illinois Funds accounts for the month of March 2024. Chad has forwarded the March monthly treasurers report from Feller and Associates to all board members. There were not any additional questions or comments on the financial reports.

## **Property and Grounds**

Cheryl West provided an overview of the last beautification meeting. She stated that two trees had been ordered through the Soil and Conservation tree program. She stated that the committee discussed hosting a fundraiser on July 20<sup>th</sup>, 2024 to raise funds to purchase new "Welcome to Arrowsmith" signs on each end of town. Chad agreed with the beautification committee determination to replace the signs. Chad also mentioned that there needs to be some conversation with Candy Tipsord to determine the location of a new sign since the current sign is on her property on the north end of town. Chad stated that he would reach out to other mayors to find out who their towns have used to manufacture their community's signage.

Chad stated that the outside spigot on the community center would be replaced when new toilets were put in at the center. This should be within the next few weeks.

Chad informed the board that the new LED lighting for all the village's buildings had arrived. This was through a program sponsored by Ameren Illinois. Chad provided a cost estimate to the board from Residential Electric out of Bloomington to replace and install the new fixtures. Chad asked that the work be broken down into multiple jobs to address time requirements for the high bay lighting in the gymnasium. Ray and Taryn recommended RTJ out of Fairbury be contacted for an additional quote so Chad will reach out to them. The board approved for Chad to proceed with the vendor who had the lowest quote of the two vendors due to the requirements to have the lighting in within a short time frame. Chad will provide the board with the information from the vendor who had the lowest quote at the May meeting.

## **Water/Garbage and Recycling**

Chad provided the monthly revenue report for March 2024 for water and garbage collections.

Chad stated that he was looking into what it would cost to obtain a check scanner and associated costs for depositing checks received by the water department. The village currently pays mileage to the water clerk each month to drive checks into the bank for deposit. Chad will compare costs for each to determine if it would be more cost effective to scan the checks ourselves.

Funding/planning for well 2 pump replacement: The second round of ARPA monies has been approved by McLean County with the village being awarded an additional \$15,000. Chad will be working with water superintendent Corey Edgington to find a well contractor to perform the work. This work will be completed by the end of the summer.

Water service for new township building: Chad informed the board that he had been notified that the Arrowsmith Township would be constructing a new township garage. Chad attended the townships March board meeting to gather more information on the project. He stated that a contract had been awarded to Blunier Builders to construct the building. Chad learned at the meeting that plans had already been made by Blunier to have their plumber tap the water main along Main Street. Chad told the board that he informed the contractor that there would need to be additional discussion regarding water service for the new building.

A contractor meeting was scheduled for Tuesday April 9<sup>th</sup> for additional discussion around the project. Chad and Corey Edgington will attend the meeting. Chad stated that a permit would be needed by the contractor and that per new state laws, building inspections would need to occur throughout the process. Chad will be reaching out to a building inspector that has begun performing inspections for many of the rural communities in McLean County. Chad stated that it would have been beneficial if the village had been included in discussions earlier in the process. They plan on breaking ground the first of August.

Cheryl West asked if the township could install a well instead of having to work through the complexities of installing a new service. Chad stated that the village has an ordinance against installing well with the villages water coverage area. He stated that this is common in municipalities to protect water sources as well as the water system itself. Chad was told that he would be provided the building plans before the contractors meeting for review but has not received them at this time. Chad will provide additional information to the board at the May meeting following the contractors meeting.

### **Ordinance processes and enforcement**

Nothing to report

### **Streets/Alleys and Drainage**

Ray Wilson will contact Becker Tree Service to schedule a spring brush pick up in April or May. Ray will provide a date to Cheryl and Chad so that it can be posted on the sign and website.

### **Community Relations**

Community center rentals for 2024 so far: March 16<sup>th</sup> and 30<sup>th</sup>, May 12<sup>th</sup> and 18<sup>th</sup>, July 13<sup>th</sup> and July 25-26<sup>th</sup> (church youth retreat), August 24<sup>th</sup> and 31<sup>st</sup>, November 9<sup>th</sup> and 24<sup>th</sup>, and December 8<sup>th</sup>. Chad also asked Cheryl to provide all the Community Center rental dates to Taryn Lopshire (VoA webmaster) so she can add those rental dates to the website calendar.

An individual contacted Cheryl and asked to rent the building for one day a week for one hour each time for April and May. Cheryl stated this is not our normal rental agreement, but that we had rented it this way before. Cheryl recommended a rental fee of \$125.00 if the board agreed to the rental. The board agreed to this plan.

### **Board calendar Items**

2024/25 annual budget planning: Chad and Megan are currently meeting to discuss the 2024/25 budget. More to come on this at the May meeting.

Erthel Rose scholarship award: There were 3 applications and after a lengthy discussion and review of the written essay, recommendations and grades in school, Raelyn Hunt has been awarded the Erthel Rose scholarship for \$400. Cheryl will let the school know and Chad will get the check to Cheryl to then get to the school.

Megan reminded all board members present that they need to do their statement of economic interest forms before May 1<sup>st</sup>.

Golf cart registration renewal communication: Ray will coordinate the golf car rental fee collection and contracts again this year. The documents (contract and rules for operating a cart on village streets) will be put out on the website. Chad stated that he was aware that there was at least one individual who still refused to sign the agreement and pay the fee for the sticker allowing them to operate their cart on village streets. Chad stated that it was very important that we have these agreements signed to prevent liability issues for the village. A stronger stance needs to be taken to ensure that individuals have signed agreements before operating their carts on the village streets. The golf cart ordinance allows for fines to be issued for those not complying.

Taryn asked if the ordinance violation letters that were discussed at the March meeting had been mailed out yet. Those said letters will be mailed out tomorrow.

The meeting was adjourned at 8:28 PM.