**MINUTES**

**REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF ARGENTA, ILLINOIS**

**#20-08-17 R08**

**MONDAY AUGUST 17, 2020 @ 6:00 P.M.**

**VILLAGE HALL, 330 N WARREN STREET, ARGENTA, ILLINOIS**

**Call to Order:**  Mayor Luedke called the meeting to order at 6:00 p.m.

**Roll Call:** Mayor Luedke and Trustees Pagel (arrived late), Kaufman, Berry, Ryan and Logan were present. Trustee Mitchell was absent. Clerk Koszesza was absent due to a family emergency.

**Pledge of Allegiance**

**Consent Agenda:**

1. Approval of Board Meeting Minutes of July 20, 2020 #20-07-20 R07
2. Approval of Street & Water Committee Meeting Minutes of July 15, 2020 #20-07-15 SW01
3. Approval of Disbursements #20-08-17 D08
4. Approval of Bank Reconciliations #20-08-17 BR08
   * Trustee Berry moved and Trustee Ryan seconded toapprove the Consent Agenda as presented.

Upon a call of the roll, the vote was:

Pagel = Absent Berry = Yes

Kaufman = Yes Ryan = Yes

Mitchell = Absent Logan = Yes

Motion carried.

**Public Comment:** There was none.

**Recognition of Visitors:** There were none.

**Department Reports:**

1. Village Staff Reports. There was none.
2. Mayor’s Report. - Sherry is out of town for a family medical situation. She hopes to be back on Wednesday, August 19.  
   - Oil & Chipping was done on July 29th. It appears to be good. The County striped North Street today. Helpers for that day were Gary Smart, Ron Grider, & Tom Luedke. They covered manhole covers and water valves and helped with traffic. Shannon White & his employee Dave also helped with traffic. Aaric Kendall had done some patching on the roads to get it ready.   
   - Aaric has also replaced leaking yokes in 4 meter pits that were leaking.   
   - There is a leaking water valve on Water Street that Aaric is going to repair on Wednesday of this week.   
   - Aaric will be digging and replacing a sink hole on E Elm Street. This is on the Sanitary District.   
   - Burdick replaced a 4” filter bypass valve in the Water Treatment Plant and rebuilt a softener valve Larry Coloni oversaw this project.   
   - Ron Grider purchased batteries for the Tornado Siren and he and Tom Luedke tested it.   
   - Cleve painted the fence behind the water plant.   
   - Waiting on the Notice of Intent from the EPA so that we can purchase the mosquito tablets to put in the storm drains.  
   - Illegal materials are being dumped in the burn pit. This has happened twice in the last couple weeks. First was fencing. This time it was construction materials. Gary removed the materials to a dumpster today. It was mentioned to possibly purchase a camera to place in the dump to know who is doing it to potentially fine them. The village can be held responsible for taking the materials in.  
   - The Macon County Sheriff’s office hire back program was on the Agenda for the board for August 13th. Had passed the finance and judiciary committees. We should hear this week, if not Cindy will reach out to the County Board Chair.  
   - The house at 178 N. North Street. Attorney Ross Munsterman did hear from the insurance agent. The property owners have given statements and results should be given within the next week.  
   - 135 E Water Street – Summary of notes from Cindy – All within a week. Potential issues. The renter on the property had asked Ken about doing something around the culverts. Ken said the renter had to check with Cindy. That never occurred. She called the hall and said she was having $800 rock delivered and wanted to know who to talk to to make sure it was ok. Sherry said maybe Ron Grider. Trustee Logan said anything placed in that ditch is not good. It needs the full ditch to hold the water to keep the street from flooding. Cindy has instructed the renter to not complete any more work until this is reviewed. Chief said he has moats around his building. It all has to be kept open to let the water drain. Cindy talked to Aaric Kendall about it. His response was “Not good”. Trustee Ryan said as soon as the leaves fall they will not be able to be gotten out of the ditch. Cindy to meet with Aaric and Kyle Logue who owns the property on Wednesday to review the issue. It is on Village property. Trustee Pagel asked if this is one property where there was an issue regarding a garage being built there regarding a water study. It is.  
   - Cindy will ensure the Zoning discussion to be on the September Agenda.
3. Attorney’s Report. There was none.

**Old Business:**

Discuss/Vote on Public Works Director Position. Trustee Kaufman said the line has been added to say College Degree preferred. Trustee Ryan suggested to add “performing” to the first line under Essential Function portion. Trustee Pagel says we want to make sure it is known it is a “worker” position. Trustee Pagel asked if we will require any specific response time in case of emergency situations. Will add preferred that the candidate live within a 20 mile radius of Argenta. Trustee Pagel asked that wording be added to reflect the need to respond to emergencies at any time and that there may be travel for vehicle and equipment maintenance, trainings, supply purchases, etc. Trustee Kaufman will write up the changes and send it out as a draft to the board members.

* Trustee Pagel moved and Trustee Kaufman seconded to approve the Public Works Director Position Description with the suggested changes.  
  Upon call of the roll, the vote was:  
  Pagel – Yes Berry - Yes  
  Kaufman – Yes Ryan – Yes  
  Mitchell – Absent Logan – Yes  
  Motion Carried

Discuss/Vote on advertising to fill the position of Public Works Director. Cindy asked for suggestions on where to advertise. Cindy suggested including it in Rural Water Association. Trustee Pagel said any free municipal postings. IML may have a listing that we can use, Cindy will check into that. Trustee Ryan said that if we post it on the Village Facebook page where it is shareable and people will share it around. Will post it on the Village Website as well. Trustee Pagel suggested Craigslist as well. It is cheap to use. IML does have a site to place ads. IMCLA is another site we can post. Illinois County Management Association. Indeed.com as well. Glassdoor.com depending on price. Trustee Logan suggested a public posting with a flier around the Village as well. Trustee Pagel suggested the Facebook ad as well. We will ask applicants to send resumes and cover letter to the Village Hall. Trustee Pagel suggested an online fillable employment application. Deadline to receive resumes will be September 30th. Job postings should be online and distributed by August 28th.

* Trustee Kaufman moved and Trustee Berry seconded to post the job vacancy on the suggested platforms and to limit funds spent on advertising the position to $100.  
  Upon call of the roll, the vote was:  
  Pagel – Yes Berry - Yes  
  Kaufman – Yes Ryan – Yes  
  Mitchell – Absent Logan – Yes  
  Motion Carried

**New Business:**

**Closed Session:**

At 6:45pm Trustee Ryan moved and Trustee Pagel seconded to go to Executive Session.  
Upon call of the roll, the vote was:  
Pagel – Yes Berry - Yes  
Kaufman – Yes Ryan – Yes  
Mitchell – Absent Logan – Yes  
Motion Carried

**Open Session:**

Meeting reconvened at 6:50pm

* Trustee Berry moved and Trustee Ryan seconded to approve Resolution RES 20-08-17 RES 02, Review of Executive Session Minutes.  
  Upon call of the roll, the vote was:  
  Pagel – Yes Berry - Yes  
  Kaufman – Yes Ryan – Yes  
  Mitchell – Absent Logan – Yes  
  Motion Carried
* Additional Discussion  
   – Trustee Logan brought up Bulk Water at the Water Treatment Plant. He has had residents ask about it. Cindy understands that we do not have current plans to replace or repair the Bulk Water system. Trustee Logan asked if it could be looked into it to replace the system. Cindy said we can look into that once we have the Public Works Director hired.
* - Cindy mentioned that Larry Coloni has been helping some at the Water Treatment plant. He oversaw the work done last week. He commented that from the time he began working here in 2009 or 2010 that the plant has improved immensely.
* - Trustee Pagel asked if there are things that come up while we are without a Public Works Director, will the committees be used to help make decisions where needed? Not necessarily, depends on the issue. Trustee Pagel clarified that he meant larger things and projects that may come up. Committees would review it and bring recommendations to the Board.
* - Trustee Pagel said the summary page for the Bank accounts was appreciated.

**Adjournment**

* Trustee Berry moved and Trustee Logan seconded to adjourn the meeting.  
  Upon call of the roll, the vote was:  
  Pagel – Yes Berry - Yes  
  Kaufman – Yes Ryan – Yes  
  Mitchell – Absent Logan – Yes  
  Motion Carried

Meeting adjourned at 6:55pm

Minutes taken by Trustee Matt Kaufman