

Village of Donnellson

Est. 1897

Village Board Meeting Minutes

www.villageofdonnellson.com

February 13, 2024

Pledge of Allegiance was led by Gary Long.

President Darrell Jett opened the meeting at 7:00 pm.

Roll Call Completed:

Present: President: Darrell Jett (via speakerphone). Trustees: Fran Jett (via speakerphone), Gary Long, John Dankoski, Ken Buckingham, Virginia Kenny. Clerk/Treasurer-Sheryl Reynolds, Clerk-Diane Dankoski.

Absent: Water Superintendent Bill Grider, Chief of Police-Wayne Watkins.

President Jett adjusted the regular agenda. Mitch Hardiek, from M & G Engineers gave updates concerning the pending grants.

- DCEO Water Main Replacement Grant: Waiting on the IEPA Loan and the agreement from DCEO. A Cultural Survey has been requested. He presented a contract with SCI to perform the necessary geological survey at a cost of \$8,800.00 plus \$500.00 if anything would be discovered. Also, the Cultural Survey costs will be reimbursable with the IEPA Loan. John Dankoski made a motion to approve the contract with SCI for the Cultural Survey. It was seconded by Ken Buckingham. The motion passed in a roll call vote. (Dankoski, aye; Buckingham, aye; Long, aye; Kenny, aye; F.Jett, aye)
- Lead Line Survey Inventory Grant: Donnellson is eligible for \$30,000.00. Paperwork was reviewed. Waiting for the final papers to be completed.

President Jett returned to the regular agenda.

Meeting Minutes:

- Gary Long made a motion to accept the minutes of the January 8, 2024 meeting. Ken Buckingham seconded the motion. All were in favor.

Treasurer's Report:

- Ken Buckingham made a motion to accept the treasurer's report; it was seconded by Gary Long. All were in favor.

Monthly Bills:

- Fran Jett made a motion to pay the bills; it was seconded by Gary Long. All were in favor.

Clerk/Treasurer Questions:

- Clerk/Treasurer Sheryl Reynolds informed the board of a yearly fee of \$190.00 for the Saltus DigiTicket Program. John Dankoski made a motion to pay the fee. After discussion, Ken Buckingham seconded the motion. The motion passed with 4 aye (Buckingham, Dankoski, Long, F.Jett) and 1 no (V.Kenny).
- Reynolds explained an increased cost for the website fees. After discussion, the board agreed to continue with WIX.
- Reynolds explained changes occurring with the QuickBooks program. Fran Jett made a motion to keep the desktop version. Gary Long seconded the motion which passed unanimously.
- Reynolds informed the board of the growing dollar amounts in delinquent payment of water, sewer, and trash fees. Virginia Kenny made a motion to remove the meters of those who have delinquent fees. After discussion, Kenny retracted the motion. A recommendation was made to discontinue the monthly minimum charges for those with their water shut off, long term. John Dankoski made a motion to allow residents with no service to pay monthly, in the office, for trash pick-up. It was seconded by Virginia Kenny. After discussion, the motion passed with 3 aye (Dankoski, Kenny, F.Jett) and 2 no (Long, Buckingham).
- Reynolds explained a state program, "Local Debt Recovery Program", which may collect overdue fines and payments for the village. John

Dankoski made a motion to join the LDRP; it was seconded by Virginia Kenny and passed unanimously.

- Reynolds stated a transfer was needed for the Police Fund. President Jett recommended \$2000.00 from the General Fund. All were in agreement.
- Reynolds recommended cancelling the IDT reader formerly used for Greenville water. President Jett and the board agreed to cancel the service.

Trustee Concerns: None

Water/Sewer Concerns:

- Updates on the Lead Service Line Inventory and the Water Main Replacement were given by Mitch Hardiek (M&G Engineers) at the beginning of the meeting. Water main construction to be done in 2025.

Policies and Practices: None

Public Comments: None

Roads and Parks: None

Police: None

Grants: None

Ordinances: None

Internal Financial Review:

- The financial review for January was completed satisfactorily.

Old Business:

- The contract with EJ regarding the meter replacement has not been readdressed since early September. Utility Pipe has not responded to the request for information.
- Additional estimates for roof repair have not been received.

New Business

- Gary Long made a motion to bypass the purchase of a CD this month. It was seconded by Ken Buckingham, all were in favor.
- John Dankoski made a motion to approve the Annual Financial Review for the Fiscal Year 2023. Seconded by Fran Jett and passed unanimously.
- Parts for the sewer station have been ordered from EVAPAR, per prior phone discussions with the board members for approval.
- President Jett will discuss roadwork with Bill Grider.
- Discussion was held regarding the upcoming budget planning process.
- Fran Jett and John Dankoski volunteered to make phone calls to help find a new auditor.
- Reynolds briefly introduced a new computer app called "Silversmith Data".

With no further business to discuss, Gary Long made a motion to adjourn; John Dankoski seconded the motion, all were in favor. The meeting adjourned at 8:06 pm.

Recorded and submitted by:

Sheryl Reynolds, Village Clerk/Treasurer