

Village of Donnellson

Est. 1897

Village Board Meeting Minutes

www.villageofdonnellson.com

March 13, 2023

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. Trustees: Fran Jett, Gary Long, Ken Buckingham. Clerk/Treasurer-Sheryl Reynolds, Clerk-Diane Dankoski, Water Superintendent-Bill Grider.

Absent: Trustees Tyler Tarran, Dave Buckingham, Jo Tate; Chief of Police-Wayne Watkins.

Meeting Minutes:

- Ken Buckingham made a motion to accept the minutes of the February 13, 2023 meeting. Fran Jett seconded the motion. All were in favor.
- Gary Long made a motion to accept the minutes of the special meeting held on February 24, 2023. Ken Buckingham seconded the motion. All were in favor.

Treasurer's Report:

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

Monthly Bills:

- Ken Buckingham made a motion to pay the bills for March; it was seconded by Gary Long. All were in favor.

Clerk/Treasurer Questions: None

Trustee Concerns:

- Ken Buckingham started a discussion about replacing an absent trustee. President Jett noted the election in April and wants to wait.

Water/Sewer Concerns:

- Clerk/Treasurer Sheryl Reynolds and Clerk Diane Dankoski discussed the changes in the water fund financial report due to appropriate money transfers.
- Diane Dankoski updated the board about the IRWA rate study. Darrell Jett reports satisfactory funds for now, but the board will need to plan ahead.
- Clerk/Treasurer Sheryl Reynolds and Clerk Diane Dankoski explained the new multiple water test meter for the NAP Plan.
- President Darrell Jett announced that the water tower had been cleaned.

Policies and Practices: None

Public Comments: None

Roads and Parks: None

Police: None

Ordinances:

Fran Jett made a motion to accept Ordinance 23-01, Appropriation Ordinance. Ken Buckingham seconded the motion. The ordinance passed with a roll call vote: Fran Jett, Aye. Gary Long, Aye. Ken Buckingham, Aye. Absent: Jo Tate, Tyler Tarran, Dave Buckingham.

Grants:

- Clerk Diane Dankoski updated the water line grant.

Internal Financial Review:

- The financial review for February was completed satisfactorily by Trustee Fran Jett and Clerk Diane Dankoski.

Old Business:

- M&G submitted our grant proposal for water service line replacement. Notification of awards should be during the 2nd quarter of this year.
- All ARPA funds are being saved for water upgrades. The village received the contract and promissory note for the meter replacement project right before the meeting. The paperwork will be reviewed, a special meeting called and payment due by April 1, 2023.

New Business:

- Fran Jett made a motion to bypass the purchase of a CD this month; it was seconded by Ken Buckingham. All were in favor.
- Following discussion, Fran Jett made a motion to decline the 120 Water Plan for the Lead Line Inventory and do the work in-house. Ken Buckingham seconded the motion. The motion passed in a roll call vote: : Fran Jett, Aye. Gary Long, Aye. Ken Buckingham, Aye. Absent: Jo Tate, Tyler Tarran, Dave Buckingham.
- Following discussion, Ken Buckingham made a motion to table the Desktop Study with EJ/Water and M & G Engineers until more paperwork is presented. It was seconded by Fran Jett and the motion passed.
- A dumpster for spring clean up will be scheduled on April 21, 2023.
- Clerk/Treasurer Sheryl Reynolds discussed a last minute offer from Masten Mosquito Control. The board agreed on 'intent to pursue'.

With no further business to discuss, Fran Jett made a motion to adjourn; Ken Buckingham seconded the motion, all were in favor. The meeting adjourned at 7:54 pm.

Recorded and submitted by:

Sheryl Reynolds, Village Clerk/Treasurer

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Special Meeting

Water Meter Replacement Agreement and Payment Plan

April 3, 2023

President Darrell Jett opened the meeting at 9:02 am.

Roll Call Completed:

Present: President: Darrell Jett. Trustees: Fran Jett and Gary Long. On the phone: Trustees Ken Buckingham and Dave Buckingham. Clerk/Treasurer- Sheryl Reynolds, Clerk-Diane Dankoski.

Absent: Trustees Tyler Tarran and Jo Tate; Water Superintendent-Bill Grider. Chief of Police-Wayne Watkins.

New Business:

- President Jett discussed the recent meeting with Eric Emmerich of EJ Water, during which the final agreement had been reached. There was a significant increase in the loan's interest rate. He presented a more appropriate interest rate for a loan through First Community Bank of Hillsboro.
- Dave Buckingham made a motion to procure the loan through FCB. It was seconded by Gary Long and passed unanimously.
- Clerk/Treasurer Sheryl Reynolds explained the details of the payments and the loan. A motion was passed on July 26, 2022 to hire EJ Water to do Turnkey Meter and Billing Solutions.

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- Fran Jett made a motion to pay EJ Water \$75,284.39. It will be paid in the amounts of \$40,000.00 per loan from FCB of Hillsboro, \$26,536.50 from ARPA Funds and \$8,747.89 from Water Account #2. The loan will be signed for by Clerk/Treasurer Sheryl Reynolds and Trustee Gary Long. Additionally, copies of the most current audit and budget reports, along with meeting minutes will go to the bank. The motion was seconded by Gary Long. A roll call vote passed the motion: Fran Jett, aye; Gary Long, aye; Ken Buckingham, aye; Dave Buckingham, aye. Absent: Tyler Tarran and Jo Tate.

With no further business to discuss, Gary Long made a motion to adjourn; Dave Buckingham seconded the motion, all were in favor. The meeting adjourned at 9:07 am.

Recorded and submitted by:



Sheryl Reynolds, Village Clerk/Treasurer