

Village Of Donnellson

Board Meeting Agenda Donnellson Community Center April 14th @ 7:00PM

Pledge of Allegiance

Roll Call

Approval of Minutes for March 10th Mtg.

Clerk/Treasurer

Trustee's Concerns

Water Concerns

Policy & Practices

Public Comments

Committee Reports

Roads & Parks

Water/Sewer

Buildings

Police

Ordinances

Internal Financial Review

Old Business

*Update on LDRP-- All paperwork completed. Still waiting for them to reply and schedule training.

*M&G continues to work on Water Line Project and all paperwork associated with same.

New Business

* Set up special meeting in March to plan for budget

* Do we need to impose a cancellation fee for building rentals if they don't show up?

* Do we want to draw up a contract for the building rentals and do we want to raise the prices?

* Grace and Ashley Need new keyboards.

* We are in need of a new debit card.

* We need a gas card specifically for the cop car.

* Are we charging the fire department for water?

* Talk about extra pay for Bill G. (Executive Session)

* Do we want to send police candidate through part time academy?

* Need motion to purchase CD this month. Yes or No

Village of Donnellson

Est. 1897

Village Board Meeting Minutes

www.villageofdonnellson.com

April 14th, 2025

Pledge of Allegiance was led by Virginia Kenny.

Mayor Protem Virginia Kenny opened the meeting at 7:01 pm.

Roll Call Completed:

- Present: Trustees: Virginia Kenny, Randy Stewart, Barydon Mason, Kenneth Brumberlow, Jessica Thompson, Patty Russo. Clerk/Treasurer – Ashley Weder, Clerk- Grace Holtz. Water Superintendent- Bill Grider, Officer- Harley Hedderman (Absent).

M&G UPDATE

- Mitch gave updates and stated that the village received a loan at a reduced interest rate (1.8% → 1%).

Meeting Minutes:

- Kenneth Brumberlow made a motion to accept the March 17, 2025 meeting minutes. Randy Stewart seconded the motion. All were in favor.

Monthly Bills:

- Randy Stewart made a motion to pay the bills; it was seconded by Kenneth Brumberlow. All were in favor.

Clerk/Treasurer Questions:

- None

Mayor Concerns:

- None

Trustee Concerns:

- Randy Stewart stated that he believes we should redo the water payment plan agreements. The Village should contact Valerie at the Extension Office.
- Virginia states that we should look into CEFS to help residents repay their water bills.
- Randy Stewart stated that the maintenance worker for the village can contact him for any questions as well as approving a flexible schedule.
- Randy Stewart questioned whether we have sent out golf cart/SXS sticker renewal applications.

Water Concerns:

- None

Policies and Practices:

- None

Public Comments:

- None

Committee Reports

Roads and Parks:

- Randy Stewart stated the lawn mowers are back
- There are some issues impeding the flow of water in town and can be removed.

Building and Equipment Maintenance:

- Grants are being looked into for roof replacement.

- Virginia Kenny approved the purchase of lumbar for shelves in the shop which is approximately \$150.

Water/Sewer:

- Mike (Panama Sewer) is concerned about the increased sewer numbers over the last several months.
- The water meter pits are full of water and the village cannot find the suction tool. Virginia approved the purchase of a suction tool for the water meter pits.

Police:

- Officer Hedderman resigned at his other part time position so he will start filling more hours.
- Police Clerk Grace Holtz completed the Way Forward Act for the Illinois Attorney General Office. The document is due annually on March 1st
- Police Clerk Grace Holtz prepared a document showing the requirements and cost of sending an applicant through part time academy. The document was reviewed by the board and tabled until next year.

Grants:

- None

Ordinances:

- None

Internal Financial Review:

- Virginia Kenny stated that she and Patty Russo caught up on all reviews.

Old Business:

- An update on LDRP was given and all paperwork has been completed. We are still waiting for them to reply and schedule training.
- M&G continues to work on Water Line Project and all paperwork associated.

New Business

- Set up special meeting in March to plan for budget.
- The
- A motion was made by Patty Russo to impose a \$75 deposit for rental and cleaning; \$25 of that will be given back if the renters cleaned up afterwards. The motion was seconded by Randy Stewart. All were in favor.
- A basic contract will be drawn up for new building rentals.
- Virginia approved buying new keyboards for the clerks.
- The village will get a couple gas cards for the squad car and the office.
- Patty Russo made a motion not to charge the fire department for water. The motion was seconded by Kenneth Brumberlow. All were in favor.
- Kenneth Brumberlow made a motion not to purchase a CD; the motion was seconded by Patty Russo.

Executive session was called at 7:40pm for wage discussion.

The regular meeting was resumed at 7:56pm.

Kenneth Brumberlow made a motion to adjourn; Patty Russo seconded the motion, all were in favor. The meeting adjourned at 8:06 pm.

Recorded and submitted by:

Ashley Weder, Village Clerk/Treasurer

Apr 30, 25

ASSETS

Current Assets

Checking/Savings

BOH Basket Fund	2,557.27
BOH General 12351	66,773.17
BOH Petty Cash	85.45
BOH Police 5222303	2,681.66
BOH Sewer Bond & Intere 51259...	38,556.74
BOH Sewer Bond Reserve 5125...	30,982.21
BOH Sewer Depreciation 5125995	18,434.66
BOH Sewer Op. & Maint. 5125960	2,020.58
BOH Village Projects	4,949.53
BOH Water Fund 12386	46,450.08
BOH Water Fund Maintena 1244...	15,741.95
BOH Water Fund System Imp 12...	18,731.41
BOH Water Meter 12459	5,534.62
CD@BOH 8216	3,487.94
CD@FNB 6479	2,141.49
CD@FNB 6570	2,277.76
CD@FNB 6712	2,265.33
CD@FNB 6861	2,169.90
CD@FNB 6990	2,285.84
CD@FNB 7076	2,153.75
CD@FNB 7141	2,278.08
CD@FNB 7196	2,251.30
CD@FNB 7245	2,167.80
CD@FNB 7409	2,249.35
CD@FNB 7515	2,215.02
FCB Water Account #2	3,892.93
FCB GEN ACCT #2	19,785.80
FCB MFT 0251	41,160.73

Total Checking/Savings 346,282.35

Total Current Assets 346,282.35

TOTAL ASSETS 346,282.35

	<u>Apr 25</u>
Ordinary Income/Expense	
Income	
ATV Stickers and Renewals	35.00
Building Rental	50.00
Cannabis Use Tax	19.07
Customer Payments	9,657.29
Donation	550.01
Donnellson Sewer Portion	4,074.49
Donnellson Trash Portion	1,532.44
Illinois State Commercial	127.26
Illinois State Income Tax	2,683.49
Illinois State Sales Tax	2,433.30
Interest	681.15
Liquor and gambling license	750.00
Local Use Tax	75.87
MFT Allotment	524.56
Montgomery County Recorder	75.00
Sewer Allotment	2,550.00
Sewer Portion of Ameren	573.81
Video Gaming	1,077.29
Water Allotment	400.00
Water Portion of Ameren	87.09
Total Income	<u>27,957.12</u>
Gross Profit	27,957.12
Expense	
Advertising and Promotion	173.46
Allotment	9,217.83
Automatic Debit for Motomart	0.03
Automatic Deposit for Motomart	-0.24
Computer and Internet Expens...	358.71
Equipment Maintenance	2,473.18
General	3,120.29
Insurance Expense	1,554.00
legal fees	360.00

Village of Donnellson

Bills for 5-12-2025

GENERAL FUND

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Ameren		\$1,078.22	25-	Electric
Frontier	Debit Card	\$337.93	25-	Phone/cable
Illinois Dept. of Reven	7002	\$178.29	25-	176 Monthly/Qtr tax payment
Bobby Ellis (04/24/2025)	6999	\$558.68	25-	167 46 hours
Bobby Ellis (05/08/2025)	7005	\$500.64	25-	211 41 hours
DC Waste		\$1,582.51	25-	Trash p/u March 2025
Ashley Weder (04/24/2025)	7000	\$641.91	25-	170 Salary C/T
Ashley Weder (05/08/2025)	7006	\$641.91	25-	Salary C/T
Randy Stewart		\$157.73	25-	178 Reimburse for RP lumber
Nails Power Equip		\$12.29	25-	179 Key for mower
Nails Power Equip		\$645.69	25-	180 Zero Turn Maintenance
Nails Power Equip		\$1,493.69	25-	181 Lawn mower Maintenance
Virginia Kenny		\$13.05	25-	182 Binders for Ord. Books
Virginia Kenny		\$115.20	25-	183 3 Sets of Ord Books
DeVore Law Office		\$15.00	25-	184 Respond to AG Lawyer
DeVore Law Office		\$330.00	25-	185 Meeting with Board
Ace Hardware		\$56.95	25-	186 Padlocks and Keys
Silver Lake Group		\$525.00	25-	187 Drafting Water Easements
Virginia Kenny		\$27.50	25-	188 Reimburse Ace Hardware
USPS	Debit Card	\$31.40	25-	174 Shipped Loan Agreement
Amazon	Debit Card	\$53.60	25-	172 Keyboards
Amazon	Debit Card	\$24.60	25-	171 Wifi Extender
Dollar General	Debit Card	\$24.13	25-	173 T/P trash bags and scissors
US Treasury	7003	\$2,673.41	25-	175 1st Quarter Taxes
Journal Publications	7001	\$0.00	\$94.80 25-	161 Re-issue
Ace Hardware		\$27.70	25-	189 Key and Rings
Sheryl Reynolds	7004	\$486.77	25-	210 Consultant Pay
John Dankoski		\$34.96	25-	Mayor Pay
Elvira Rowe		\$13.11	25-	Trustee Pay
Barydon Mason		\$65.55	25-	Trustee Pay
Kenny Brumberlow		\$65.55	25-	Trustee Pay
Randy Stewart		\$65.55	25-	Trustee Pay
Virginia Kenny		\$78.65	25-	Trustee/Mayor pay

TOTAL \$12,557.17

POLICE FUND

FIRSTNET		\$36.24	25-	
Harley Hedderman (05/1	697	\$274.76	25-	Comm Charges
Grace Holtz(04/24/202	696	\$174.80	25-	207 Salary police
Grace Holtz (05/08/20	698	\$174.80	25-	169 Salary Police Clerk
			25-	208 Salary Police Clerk

TOTAL	\$660.60
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WATER FUND

Bill Grider		\$450.00	25-	190 Water Superintendant
Water Maintenance	EB	\$250.00	25-	191 Tx from water to Maint
Water Improvement	EB	\$150.00	25-	192 Tx from water to Imp.
EJ Water Cooperative,I		\$1,257.81	25-	193 Water Purchased-Feb 25
Teklab		\$22.00	25-	194 Water testing
MJM		\$64.34	25-	Electric co-op
Transfer to Sewer	EB	\$3,916.66	25-	Tx from Wate (Don. Cst)
Transfer to General	EB	\$1,567.01	25-	April 25 trash p/u
Transfer to General	EB	\$41.17	25-	195 Ameren portion
Hach		\$99.45	25-	196 ChemKeys
Bill Grider		\$600.00	25-	205 Water Samples Jan, Feb
Grace Holtz(05/28/202	5172	\$365.18		209 22 hours
Grace Holtz(04/24/202	5171	\$388.39	25-	168 23.5 Hours
Utility Pipe Sales		\$0.00	\$800 25-	198 Re-issue check not Received
Bill Grider		\$870.00	25-	Extra Work Performed

TOTAL	\$10,042.01
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SEWER FUND

Panama Sewer		815.15	25-	199 25-Mar
Frontier		\$114.97	25-	200 sewer-cable
Transfer to General	EB	\$266.69	25-	201 Ameren Portion
Sewer Bond & Interest	EB	\$2,200.00	25-	202 Transfer
Sewer Bond Reserve	EB	\$250.00	25-	203 Transfer
Sewer Depreciation	EB	\$100.00	25-	204 Transfer

Total	3746.81
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Milano & Grunloh Engineers, LLC

engineering | surveying

Village of Donnellson April 14, 2025

DCEO PUBLIC INFRASTRUCTURE GRANT APPLICATION (22264)

- The Village received \$1,500,000 of DCEO grant funds for water main improvements.
- The Village has applied for an IEPA loan in the amount of \$193,000. The Village has received \$137,030 in principal forgiveness and shall pay \$55,970 @ a 1.00% fixed interest rate.
- The Railroad Permit Agreement was sent for execution. Due to the fee of \$14,675; the permit was added into the bid of the project.
- The project bid opening was held on December 12, 2024. The low bidder was Korte & Luitjohan Contractors, Inc for the bid of \$1,306,687.00
- EJ Water purchases water from Hillsboro for \$5.65 per thousand gallons. Currently, EJ sells water to Donnellson for \$5.20 per thousand gallons. EJ has updated their rates to sell water to Donnellson for \$6.10 per thousand gallons. EJ has marked up the rates \$0.45 above the buying rate for \$0.21 in electric and \$0.24 for marginal markup. On a 10,000-gallon month, Donnellson shall expect a \$9 per day raise which equates to \$270 per month raise in cost.
- The Preconstruction meeting has held on March 19th 2025 10am @ Village Hall.
- A change order has been approved for using SDR 21 pipe material in place of SDR 26. The change order is an additional \$72,575 in project cost which raises the total to \$1,379,262.
- The Contractor started work today on the Northeast end of town.