

Village of Donnellson

Est. 1897

Village Board Meeting Minutes

www.villageofdonnellson.com

November 14, 2022

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, Kenneth Buckingham, Jo Tate, David Buckingham, and Tyler Tarran. Clerk/Treasurer- Sheryl Reynolds, Clerk-Diane Dankoski. Water Superintendent- Bill Grider.

Absent: Chief of Police-Wayne Watkins, and Meter Reader-Mark Reynolds.

President Jett requested a distinction between September and October reports due to the cancelled meeting in October.

Meeting Minutes:

- Fran Jett made a motion to accept the minutes of the September 12, 2022 meeting. Ken Buckingham seconded the motion. All were in favor.

Treasurer's Report:

- Dave Buckingham made a motion to accept the Treasurer's Report, dated September 30, 2022. The motion was seconded by Ken Buckingham. All were in favor.
- Ken Buckingham made a motion to accept the Treasurer's Report, dated October 31, 2022. The motion was seconded by Tyler Tarran. All were in favor.

Monthly Bills:

- Although the bills had been paid on time, Fran Jett made a motion to pay the October 2022 bills. Ken Buckingham seconded the motion. All were in favor.
- Gary Long made a motion to pay the November 2022 bills. Fran Jett seconded the motion. All were in favor.

Clerk/Treasurer Questions: None

Trustee Concerns:

- Dave Buckingham made a motion to discontinue flushing hydrants in order to adjust the chlorine for testing. During the lengthy discussion, comments were made by Water Superintendent Bill Grider and EJ Water representative Eric Emmerich. Darrell Jett announced a meeting to take place with our representatives; representatives from several other towns who are also customers of Greenville; and Greenville water representatives. Tyler Tarran seconded the motion. After more discussion, the motion passed with 4 ayes (D.Buckingham, K.Buckingham, T.Tarran, J.Tate) and 2 nays (G.Long, F.Jett).

Water/Sewer Concerns:

- Darrell Jett explained that parts for the generator (sewer lift station) had to be directly ordered and installed by a company other than Hillsboro Electric.
- Darrell Jett reported that the master electronic meter reader had been installed, with early December as a target for installation of individual electronic meters.

Policies and Practices: None

Public Comments: None

Roads and Parks:

- Darrell Jett explained that the radio receiver for the storm siren had broken and was obsolete. Since a new radio is very expensive, he is continuing to search for someone who can repair it.

Police:

- Police Clerk Sheryl Reynolds reported that Chief Watkins had been in and issued some violations.

Ordinances:

- Ordinance 22-03, Tax Levy for FY 22-23, was tabled until December 2022.
- Fran Jett made a motion to accept the supplemental resolution for motor fuel tax monies related to the 2022 roadwork. It was seconded by Tyler Tarran. All were in favor.
- Fran Jett made a motion to approve Ordinance 22-04 which will add the “Capital Assets” verbiage, as printed in the 2020 financial audit. It was seconded by Dave Buckingham. All were in Favor.

Grants: None

Internal Financial Review:

- The financial reviews for August, September, and October are completed.

Old Business:

- EJ Water continues to work on grants.
- Work continues concerning the EPA operating permit to connect with EJ Water.
- The second ARPA check has been received.
- Scheffle Boyle continues to work on the audits for Fiscal Years 2021 and 2022.

New Business:

- Clerk/Treasurer Sheryl Reynolds reported that all water/sewer/trash billings are now being handled by EJ Water.
- Fran Jett made a motion to approve the finalized KEB audit for fiscal year 2019-2020. It was seconded by Dave Buckingham. All were in favor.
- There had been some discussion of a yearly audit vs. financial review with full audit on the fourth year. Sheryl Reynolds confirmed that we must have a full audit on a yearly basis.
- A new account has been started at First Community Bank called General Account #2.
- Paperwork is complete for the USDA, which includes the audit and budget.
- Reports for all prior months of 2022 were resent to the EPA.
- Gary Long made a motion to wait until spring for a village wide clean-up. It was seconded by Dave Buckingham and all approved.
- Fran Jett made a motion to transfer \$2,996.67 from the general fund to the motor fuel tax fund for a correction in the 2015 spending; and to transfer \$48.14 from the general fund to the motor fuel tax fund for a correction in the 2020 spending. It was seconded by Ken Buckingham and all approved.
- Since pay increases had been discussed in 2021, non-elected personnel should receive raises consistent with the 2025 state mandate.
- A new printer has been ordered for the office.
- An AED has been ordered for the community center.
- Fran Jett made a motion to hold the annual village Christmas Light Contest using prior monetary awards. It was seconded by Tyler Tarran and all approved.
- Dave Buckingham made a motion to bypass the purchase of a CD this month. It was seconded by Fran Jett and all approved.
- Additional comments by Clerk/Treasurer Sheryl Reynolds include:
- Although we are paid through March 2023, Softline Data (UB Max) has been bought by a new company and a new contract has been requested. The board agreed to decline a new contract.

- Frontier sent an estimate to move the power line over the village's rock pile. Due to the cost, the board declined.
- KEB billed for finance charges relating to their 2019-2020 audit. Since they delayed their work for so long, the board declined to pay those fees.

With no further business to discuss, Ken Buckingham made a motion to adjourn; Tyler Tarran seconded the motion, all were in favor. The meeting adjourned at 8:50 pm.

Recorded and submitted by:

Sheryl Reynolds, Village Clerk/Treasurer