

Village of Donnellson

Est. 1897

Village Board Meeting Minutes

www.villageofdonnellson.com

January 9, 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.

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

Meeting Minutes:

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

Treasurer's Report:

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

Monthly Bills:

- Clerk/Treasurer Sheryl Reynolds detailed last minute additions to the monthly bills.
- Gary Long made a motion to pay the bills for January; it was seconded by Ken Buckingham. All were in favor.

Clerk/Treasurer Questions:

- Clerk/Treasurer Sheryl Reynolds explained a \$10,000.00 transfer from the General Fund to Sewer Operations and Maintenance. The transfer is necessary in order to keep up with regular payments. This due to changes regarding timelines in our own water billing and EJ's process. Also, there were a lot of repair costs and parts needed due to the recent water line breaks.
- Additionally, she discussed a recent bill from the attorney for an email about regular duties, which was not requested. Fran Jett advised to send a letter with no payment.

Trustee Concerns:

- Fran Jett confirmed that Panama was paid up for sewer charges.

Water/Sewer Concerns: None

Policies and Practices: None

Public Comments: None

Roads and Parks: None

Police:

- Ken Buckingham inquired about the status of Chief Watkins and wants regular monthly reports, followed by discussion regarding advertising for an additional officer.

Ordinances: None

Grants:

- Clerk/Treasurer Sheryl Reynolds and Clerk Diane Dankoski reported about the progress on 2 grants: the water main line grant is almost ready to submit and the water tower grant is on hold.

Internal Financial Review:

- The financial review for November and December are satisfactory.

Old Business:

- EJ Water continues to work on grants and is almost completed.
- All ARPA funds have been received and are being saved for water upgrades.
- Scheffle Boyle completed the audits for Fiscal Years 2021 and 2022. The auditor recommended trustee involvement in the monthly account reconciliations. Gary Long made a motion for a trustee to partner with the clerk for internal financial reviews. It was seconded by Fran Jett and passed unanimously.

New Business:

- Fran Jett made a motion to increase the water superintendent salary to \$450.00 per month; it was seconded by Gary Long and passed unanimously.
- Fran Jett made a motion to increase the hourly wage for the police chief to \$20.00 per hour; it was seconded by Ken Buckingham and passed unanimously.
- Christmas light contest winners were recognized. (Chris LaFuria, 1st; Pam Short, 2nd; Karen Floyd, 3rd; Presbyterian Church, Honorable Mention)
- Gary Long made a motion to send the clerk/treasurer to the Municipal Clerks Winter Seminar with all expenses paid; it was seconded by Ken Buckingham and passed unanimously.
- Fran Jett made a motion to bypass the purchase of a CD this month; it was seconded by Ken Buckingham. All were in favor.

With no further business to discuss, Gary Long made a motion to adjourn; Ken Buckingham seconded the motion, all were in favor. The meeting adjourned at 7:45 pm.

Recorded and submitted by:

Sheryl Reynolds, Village Clerk/Treasurer