

MINUTES OF A REGULAR BOARD MEETING OF THE MAYOR
AND BOARD OF TRUSTEES OF THE VILLAGE OF HARTFORD,
MADISON COUNTY, ILLINOIS HELD AT THE VILLAGE HALL,
HARTFORD, ILLINOIS AT 6:30 P.M. ON THE
20th Day of March 2018

1. Mayor Hickerson called the Village Board to order at 6:30 PM.
2. Roll Call of Board Members
 - A. On roll call, the following trustees were present: Clinton Caldwell, Robert Cheatham, Heather Flanigan, Chris Fulkerson, Jamie Harrop and Michelle Prickett.
 - B. Also present were: Village Attorney Chris Donohoo, Christina Hayes and Village Clerk Chessie Brame.
3. Pledge to the Flag
4. Establishment of a quorum
5. Approval of the Minutes: 3/6/2018
 - A. On motion of Fulkerson, seconded by Caldwell, it was voted to approve the 3/6/2018 minutes as recorded by the clerk. Ayes: Caldwell, Cheatham, Flanigan, Fulkerson, Harrop and Prickett. Nays: None. Motion unanimous.
6. Report from Village Clerk: Nothing to report.
7. Report from Mayor Hickerson
 - A. TECORP Inc. submitted the lowest bid (out of four bids) for the water tower restoration project. The engineer's estimated cost for the project was \$352,000, plus engineering fees. TECORP's bid was under that estimate. On motion of Caldwell, seconded by Cheatham, it was voted to approve TECORP, Inc.'s low bid of \$299,100 for the Protective Coating Restoration at the Water Plant. Ayes: Caldwell, Cheatham, Flanigan, Fulkerson, Harrop and Prickett. Nays: None. Motion unanimous.
 - B. The Mayor asked for a motion to approve the Telecommunication Agreement between the Village of Hartford and City of Wood River. These telecommunication services include 911 callouts and communication between the dispatcher and the area police departments. Roxana and S. Roxana are a part of this as well. On motion of Caldwell, seconded by Fulkerson, it was voted to approve the Telecommunication Agreement between the Village of Hartford and City of Wood River: Fiscal year 2018/19 \$55,000; 2019/20 \$57,500; 2020/21 \$57,500; Payments made quarterly. Ayes: Caldwell, Cheatham, Flanigan, Fulkerson, Harrop and Prickett. Nays: None. Motion unanimous.
 - C. The Mayor mentioned that the Village owns a small piece of land right up against the railroad tracks on S. of Rand Ave. that Union Pacific was using, so they worked with the Mayor to develop an easement for that land. On motion of Caldwell, seconded by Fulkerson, it was voted to approve Resolution 2018-R-259 to grant permanent easement to Union Pacific Railroad along the tracks S. of Rand Ave. for a one-time payment of \$7,100. Ayes: Caldwell, Cheatham, Flanigan, Fulkerson, Harrop and Prickett. Nays: None. Motion unanimous.
 - D. Mayor Hickerson planned to have the Confluence Tower open March 31st and start back up with regular business hours April 4th. Trustee Fulkerson mentioned that the AEDs should be checked upon opening the Tower.
8. Report from Attorney, Chris Donohoo
 - The attorney has been preparing a contract for Joe Bullard regarding holding activities at the Tower. Mr. Donohoo will write up the contract naming Mr. Bullard as a subcontractor through the Village of Hartford, receiving a 1099. The attorney recommended that the Village pay no outside costs and suggested that Mr. Bullard pay for his own advertising and then split the profits 50/50, with the Village's only responsibility being to maintain the property. Mr. Bullard would be responsible for obtaining the proper licenses, insurances, certificates, and be responsible for his own expenses. The attorney put a provision in the contract that it is for one year, being able to renew again after the year, but there is also a clause that allows the Village to get out of the

contract with a 30 day notice. The Village will be allowed to see proof of what expenses Mr. Bullard has spent on each event. He also requested to have an office at the Tower. The Board discussed that the attorney set up the contract for a term of one year and that the expenses are on Mr. Bullard, splitting profits 50/50.

- Mr. Donohoo recommended that the Village not do credit check reports when hiring employees unless you can show bonafide occupational requirement. The Village can do drug screening when an applicant is offered a job, and the same with background checks. If you hire someone contingent on a background check (based only on convictions), you have to show that the job they are applying for, is related to the charge they had been convicted of as reason to not hire. Recently, the IL Ban the Box act was passed and it talks about arrest records and such. He said he can discuss that law with the Board at another time but whoever does the hiring needs to be aware of certain things like that when interviewing. The attorney suggested having another committee meeting to discuss everything that needs to be placed in the hiring policy.
- The Virgin property demo complaint is done but not filed because the County has bought up the taxes so there is now a redemption period where the owner has 3 years to redeem those taxes. The Village can still file the order for demo, otherwise we can hold off because potentially someone could still purchase the property. If nobody wants it, the County can foreclose on it and they may sign it over to the Village. The Board discussed to sit on it and wait to file the order. Also, the house on Canal Rd. is supposed to be getting fixed up but the attorney hasn't heard anymore so if he doesn't hear back soon, the Village will have to send someone to start the demo procedure. The house on Cherry is in probate but there is a person interested in purchasing it.

9. Report from Village Engineer (Absent): Nothing to report.

10. Report from Fire Department, Chief Bill Owens (Absent): Nothing to report.

11. Report from Police Department, Chief Brandon Flanigan (Absent): Nothing to report.

12. Report from Public Works Department, Doug Preston (Absent): Nothing to report.

Report from Committees:

13. **Safety Committee (Harrop, Cheatham, Prickett):** Nothing to report.

14. **Ordinance Committee (Prickett, Harrop, Caldwell)**

- An all committee meeting was set for April 12th at 6:30 to discuss the hiring policy. The Board will meet to set up everything for the policy and discussed including the IL Human Rights Act, IL Ban the Box Act and Best Candidate for the Job Act.

15. **Public Works Committee (Fulkerson, Flanigan, Cheatham):** Nothing to report.

16. **Public Utilities Committee (Cheatham, Caldwell, Fulkerson):** Nothing to report.

17. **Parks & Recreation Committee (Caldwell, Fulkerson, Flanigan)**

- The attorney suggested that the pre-employment background checks be done by a third party and asked what the Board was looking for in the background checks. The attorney mentioned again that the checks have to be based on convictions, not arrests, and that you have to be very careful with confidentiality.
- A. On motion of Caldwell, seconded by Prickett, it was voted to hire Gerald Allen for Tower subject to drug test and background check. Ayes: Caldwell, Cheatham, Flanigan, Fulkerson, Harrop and Prickett. Nays: None. Motion unanimous.
- B. On motion of Caldwell, seconded by Fulkerson, it was voted to hire Tracy Montgomery for Tower subject to drug test and background check. Ayes: Caldwell, Cheatham, Flanigan, Fulkerson, Harrop and Prickett. Nays: None. Motion unanimous.
- C. Trustee Caldwell made a motion to hire Steven Full for Tower & Splash Park subject to drug test and background check. The motion died on the floor for lack of a second.
- D. On motion of Caldwell, seconded by Prickett, it was voted to hire Rhonda Smith to work occasional weekends at the Tower and occasional weekend hours at the Splash Park subject to drug test and background check. Ayes: Caldwell, Cheatham, Flanigan, Fulkerson, Harrop and Prickett. Nays: None. Motion unanimous.
- The Mayor mentioned that if anyone knows of anyone interested in working at the Tower, to have them apply because we will need employees for the season. An ad for employment ran in the Advantage for two consecutive weeks.

18. Finance & Public Buildings (Flanigan, Prickett, Harrop)

- The Board talked about Rhonda Robins keeping a padlock on the concession stand at the park that the Village does not have access to. It was discussed that the Village should have a key to that lock for winterization and emergency situations. Trustees Caldwell and Prickett said that they will contact Rhonda to see if she had plans to use the concession stand this summer. Trustee Caldwell mentioned the idea of someone buying the trailer at the street department and using it as a mobile concession stand at the splash park. The Village would probably have to go out for bids to sell it.

19. Allowable claims against the Village

- A. Trustee Flanigan advised that the Village had vendor claims of \$54,927.04, plus payroll claims of \$37,812.29, for total claims of \$92,739.33. On motion of Flanigan, seconded by Prickett, it was voted to pay the allowable claims against the Village in the total amount of \$92,739.33. Ayes: Caldwell, Cheatham, Flanigan, Fulkerson, Harrop and Prickett. Nays: None. Motion unanimous.

20. Citizens Comments

- Trustee Fulkerson mentioned that the Easter egg hunt was a success and they had a great turnout. Due to the donations received, the Fire department only spent \$98 on the whole event. The Mayor mentioned that the event was very nice and they did a terrific job.

21. New Business from the Board

- Trustee Cheatham mentioned that many residents are complaining about the problems with coyotes in the Village. The attorney will look into the issue because it involves the State.
- Trustee Prickett asked why the Village didn't apply for the free \$15,000 PEP park grant. The Mayor mentioned that when he got elected he said that he was not going to apply for any grants for a year. He discussed that even free grants cost money because they require maintenance and other fees. He suggested to Trustee Prickett that if she would like to apply for the grant next year, she could do that.
- Trustee Prickett also asked if the Board ever put the ordinance in place that talked about making the owner responsible for rental property. The attorney mentioned that there was already an ordinance in place for the water bills, but that it was just never enforced.

22. The meeting was adjourned at 7:15 PM.

James F. Hickerson
Village President

Village Clerk, Chessie M. Brame