

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 June 2017

1. Call to order
 - A. Mayor Hickerson called the Village Board to order at 6:30 P.M.
2. Roll Call of Board Members
 - A. On roll call, the following trustees were present: Clinton Caldwell, Robert Cheatham, Heather Flanigan, Chris Fulkerson, and Michelle Prickett. Trustee Jamie Harrop was absent.
 - B. Also present were: Village Attorney Chris Donohoo, Village Engineer Cas Sheppard, Chief Brandon Flanigan, Mike Goode, Beryl Kinder, Christina Hayes, John Hayes, Belinda Lenon, Missy Grigg, Brooke Grigg, L. Stufflebean and Village Clerk Chessie Brame.
3. Pledge to the Flag
4. Establishment of a quorum
5. Approval of the Minutes: 6/6/2017
 - A. On motion of Flanigan, seconded by Caldwell, it was voted to approve the 6/6/2017 minutes as recorded by the clerk. Ayes: Caldwell, Cheatham, Flanigan, Fulkerson and Prickett. Nays: None. Absent: Harrop. Motion carried.
6. Report from Village Clerk
 - A. The Board discussed options in regards to the mailing/stamp machine. The Village is paying \$73.98 a month to rent the mailing/stamp machine and is currently not in a lease or contract. A replacement option is to go with a 280 rental machine which would be \$26.95 per month (billed quarterly at \$80.85), which has a 36 month rental agreement. Postage is discounted when using the stamp machine. Another option discussed was purchasing postage through the post office. It would cost \$225 per year for a mailing permit and another \$225 to reinstate the permit, and stamps would have to be purchased at cost. The Board discussed that the 280 rental machine was the best option. Mayor Hickerson asked that it be added to the next agenda and voted on at the next board meeting. Both the Mayor and attorney agreed it was best to have a figure amount listed on the agenda when voting.
 - B. The Board discussed options for paper shredding services. The Village Hall currently uses Shred IT (recently known as CINTAS) and is under contract until 2020. The Police Department was looking into adding a shredding service at their location. The Village Clerk was corresponding with a representative from Shred IT and was waiting to get more information regarding services and pricing. The Board will table the discussion until more information could be gathered and presented.
7. Report from Mayor Hickerson
 - The Mayor received a retirement notice from Lt. John Grigg. Lt. Grigg is retiring July 4th, after 31 years of service to the Village of Hartford. Mayor Hickerson thanked Lt. Grigg for his service to the Village. He also thanked Lt. Grigg's wife and daughter. Mayor Hickerson wishes him the best in his retirement.
 - Mayor Hickerson thanked Village Clerk Chessie Brame for providing such detailed minutes. Many citizens who cannot attend meetings, have mentioned to the Mayor how much the detail is appreciated.

8. Report from Attorney, Chris Donohoo
 - Attorney Donohoo had received complaints regarding using recording devices/videotaping the Board meetings. Anyone can record when the meeting is in session but the attorney recommended, just to be safe, to stop recording after the meeting is adjourned unless given consent by those being recorded. Attorney Donohoo read over the Illinois eavesdropping statute and again stated that it would be best to get permission if continuing to record after the meeting is adjourned.
9. Report from Village Engineer, Cas Sheppard
 - Village Engineer Cas Sheppard said they have 2 projects that are near completion. The first project is the Central Avenue project and the next is the South Market water line project. The other ongoing project is at the waste water plant for the screw pump replacement. Mayor Hickerson asked what the status was regarding the screw pump replacement. Mr. Sheppard believes the project is approximately 4 weeks away from completion.
10. Report from Fire Department, Chief Bill Owens (Absent)
Nothing to report.
11. Report from Police Department, Chief Brandon Flanigan
 - With the retirement of Lt. Grigg approaching, The Police Department will be hiring a full-time patrolman and at least one part-time patrolman. The ad for the job will be placed in the upcoming issue of the Advantage and has been posted on the doors of the Police Department and Village Hall. It is also available on the Police Department's Facebook page and had been shared several times. Applications will be accepted until June 30th. Chief Flanigan hopes the Board will be able to start the hiring process in mid-July.
12. Report from Public Works Department, Doug Preston (Absent)
 - Trustee Fulkerson mentioned that the Street department would be out to oil and chip roads on 6/28 and 6/29. The roads to be worked on are East 1st-7th, all of Olive, all of Locust, all of Market, West 4th, West 5th, West 7th, and finish on Canal Road. The Village Engineer will check to see if South Market will be ready to oil and chip.

Report from Committees:

13. **Safety Committee**(Harrop, Cheatham, Prickett)
Nothing to report.
14. **Ordinance Committee**(Prickett, Harrop, Caldwell)
Nothing to report.
15. **Public Works Committee**(Fulkerson, Flanigan, Cheatham)
Nothing to report.
16. **Public Utilities Committee**(Cheatham, Caldwell, Fulkerson)
 - A. On motion of Cheatham, seconded by Caldwell, it was voted to approve Ordinance # 2017-O-303 amending Village sewer rates and Ordinance # 2017-O-304 revising Village water rates for late fees/penalties. Ayes: Caldwell, Cheatham, Flanigan, Fulkerson, and Prickett. Nays: None. Absent: Harrop.
 - Trustee Cheatham made a motion to approve a requisition form to purchase an auger for the alum feeder in the amount of approximately \$474. Mayor Hickerson stated that no approval was necessary because it was an emergency purchase. Also, the approval for the form had not been placed on the agenda for the meeting so the motion was withdrawn.

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

- Trustee Caldwell mentioned that the Village was still accepting applications for part-time positions at the Splash Park. Mayor Hickerson stated that we have to check the Village W-2 averages to see if there is even a possibility to hire anyone else.

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

Nothing to report.

19. Allowable claims against the Village

Trustee Flanigan advised that the Village has vendor claims of \$161,716.59, plus payroll claims of \$38,397.64, for total claims of \$200,114.23. On motion of Flanigan, seconded by Cheatham, it was voted to pay the allowable claims against the village in the total amount of \$200,114.23. Ayes: Caldwell, Cheatham, Flanigan, Fulkerson and Prickett. Nays: None. Absent: Harrop. Motion carried.

20. Citizens Comments

- A resident asked about the possibility of high school students earning community service hours by volunteering at the Splash Pad. The attorney asked if there was an option within the Village of offering community service in lieu of a fine. The attorney stated that the village could offer that option as long as the volunteer isn't doing a union job. The Board discussed that, in the past, the Village had offered what the attorney was referring to, but the situation with the high school community service is different. The attorney stated that it would be up to the Board to decide on, as long as the volunteer is not taking a union job. Mayor Hickerson was approached with the situation when he volunteered at the Splash Park. Trustee Caldwell is going to discuss this with the Union representatives to get an answer as to whether volunteering at the Splash Park can be allowed.

21. New Business from the Board

No new business to discuss.

22. The meeting was adjourned at 6:47 P.M.

James F. Hickerson
Village President

Village Clerk, Chessie M. Brame