

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
19th Day of September 2017

1. 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 for roll call but arrived to the meeting at 6:37 PM.
 - B. Also present were: Village Attorney Chris Donohoo, Police Chief Brandon Flanigan, Fire Chief Bill Owens, Christina & John Hayes, Rob Budde, Connie Caldwell, Marsha Moore, Sandy Pickett, and Village Clerk Chessie Brame.
3. Pledge to the Flag
4. Establishment of a quorum
5. Approval of the Minutes: 9/5/2017
 - A. On motion of Flanigan, seconded by Caldwell, it was voted to approve the 9/5/2017 minutes as recorded by the clerk. Ayes: Caldwell, Cheatham, Flanigan, Fulkerson and Prickett. Nays: None. Absent: Harrop. Motion unanimous.
6. Report from Village Clerk: Nothing to report.
7. Report from Mayor Hickerson
 - A. Mayor Hickerson asked for approval of the change order request #3 from Haier Plumbing for additional work that needs to be made on the lift station across the street, in the amount of \$24,514.00. On motion of Caldwell, seconded by Prickett, it was voted to approve change order request #3 Haier Plumbing, Pump Station CSO to replace 4 gate valves and flange pipe with by-pass, at the cost of \$24,514.00. Ayes: Caldwell, Cheatham, Flanigan, Fulkerson and Prickett. Nays: None. Absent: Harrop. Motion unanimous.
 - B. Mayor Hickerson discussed hours of operation for the Confluence Tower. The tower will close for the season on October 15th. The following day, Public Works will partially winterize the Tower and continue to exercise the elevator throughout winter. Tours can still be made after the 15th. Mayor Hickerson commented that he would volunteer to help with tours, and mentioned that Trustee Caldwell probably would as well. Trustee Prickett asked about the winterization regarding water and pipes. It was discussed that there should be a certain amount of heat left on for that situation. The fountain and sprinkler systems will be winterized.
 - The Village attorney is working on the issue regarding the \$54,000 that South Roxana owed the Village for sewer payments. A check for \$20,000 was received. The attorney mentioned that South Roxana said they were going to pay the Village the amount owed.
8. Report from Attorney, Chris Donohoo: Nothing to report.
9. Report from Village Engineer, Cas Sheppard (Absent): Nothing to report.
10. Report from Fire Department, Chief Bill Owens
 - Chief Owens commented on the Fire department fish fry, mentioning that the yard sale attendance was quite low this year but the fire department did break even.
 - Recently a few firefighters changed the oil and air filters in the fire engine, in turn saving the Village money by doing the labor themselves. Trustee Caldwell and Mayor Hickerson thanked the firefighters for doing that.

11. Report from Police Department, Chief Brandon Flanigan: Nothing to report.
12. Report from Public Works Department, Doug Preston (Absent): Nothing to report.

Report from Committees:

13. Safety Committee(Harrop, Cheatham, Prickett)

- A. Fire Chief Bill Owens spoke on behalf of Trustee Harrop, requesting the approval to hire Stuart Schiber as a firefighter/EMT for the Village. On motion of Caldwell, seconded by Prickett, it was voted to approve to hire Stuart Schiber for the Fire Department. Ayes: Caldwell, Cheatham, Flanigan, and Prickett. Nays: None. Abstain: Fulkerson. Absent: Harrop. Motion carried.

14. Ordinance Committee(Prickett, Harrop, Caldwell)

- A. Trustee Prickett mentioned that there are 2 ordinances to vote on regarding an increase of fees for solicitors and peddlers. The previous fees were \$25 per person per day, and \$50 per person for an annual license, so the new ordinances have just doubled. The attorney suggests that each ordinance should be read separately and have separate motions made. Trustee Harrop arrived to the Board meeting at this time. On motion of Cheatham, seconded by Prickett, it was voted to pass Ordinance No. 2017-O-315 amending the Hartford Village Code Section 7-2-12 Fees, increasing the solicitor fees in the Village of Hartford. Ayes: Caldwell, Cheatham, Flanigan, Fulkerson, Harrop and Prickett. Nays: None. Motion unanimous.
- B. Trustee Prickett read over the second ordinance regarding peddler fees. Trustee Caldwell asked if the newspaper delivery person would be included as a peddler. The attorney commented that he did not think so. Trustee Prickett mentioned that she thought the solicitor and peddler ordinances were hand in hand, but because they were originally two separate ordinances, they were going to stay as that. On motion of Prickett, seconded by Caldwell, it was voted to pass Ordinance No. 2017-O-316 amending the Hartford Village Code Section 7-3-12 Fees, increasing the peddler fees in the Village of Hartford. Ayes: Caldwell, Cheatham, Flanigan, Fulkerson, Harrop and Prickett. Nays: None. Motion unanimous.

15. Public Works Committee(Fulkerson, Flanigan, Cheatham)

- A. Trustee Fulkerson mentioned that the resident at 111 South Market St. would like to erect a portable carport on his property but the carport will extend out approximately 2 feet onto the dead end of East Second Street. Trustee Fulkerson spoke with the surrounding neighbors who share the intersection and none of them had an issue with it. Trustee Fulkerson presented pictures to the Board of where the carport would be placed. On motion of Fulkerson, seconded by Flanigan, it was voted to allow the owner of 111 South Market St. to erect a portable carport on his property, in which carport will extend out approximately 2 feet onto the dead end of East Second St. Ayes: Caldwell, Cheatham, Flanigan, Fulkerson, Harrop and Prickett. Nays: None. Motion unanimous.

16. Public Utilities Committee(Cheatham, Caldwell, Fulkerson)

- A. Trustee Cheatham mentioned that Water operator Dana Daniels said that the work truck needs new tires, costing approximately \$789.19. On motion of Cheatham, seconded by Caldwell, it was voted to approve to purchase 4 new tires for Water Operator's truck at the cost of \$789.19. Ayes: Caldwell, Cheatham, Flanigan, Fulkerson, Harrop and Prickett. Nays: None. Motion unanimous.
- B. Mr. Daniels's work truck also needs new upper and lower ball joints on the front of the truck, at the approximate cost of \$1100.00. On motion of Cheatham, seconded by Caldwell, it was voted to approve to repair upper and lower ball joints for the front of the Water Operator's truck at the approximate cost of \$1100.00. Ayes: Caldwell, Cheatham, Flanigan, Fulkerson, Harrop and Prickett. Nays: None. Motion unanimous.

17. Parks & Recreation Committee(Caldwell, Fulkerson, Flanigan): Nothing to report.

18. Finance & Public Buildings(Flanigan, Prickett, Harrop): Nothing to report.

19. Allowable claims against the Village

- A. Trustee Flanigan advised that the Village has vendor claims of \$385,864.25, plus payroll claims of \$34,853.84, for total claims of \$420,718.09. Mayor Hickerson mentioned that a large amount of the vendor claims were for a payment on the lift station across the street. On motion of Flanigan, seconded by Cheatham, it was voted to pay the allowable claims against the Village in the total amount of \$420,718.09. Ayes: Caldwell, Cheatham, Flanigan, Fulkerson, Harrop and Prickett. Nays: None. Motion unanimous.

20. Citizens Comments: There were no comments from the citizens.

21. New Business from the Board

- A. The attorney discussed the review of the housing code. He mentioned that there are houses where the utilities are still in the previous owner's name or deceased owner's name. The ordinance would be changed so that anytime a new tenant or new owner moves in, they will have to get an occupancy permit. Also, if the tenant doesn't pay the bill, the owner will be responsible for unpaid bills, so that the Village isn't getting stuck with unpaid utility bills. It was discussed if an inspection should be held annually on rental property or just when a new tenant/owner moves in. Trustee Cheatham asked about moving in extra members without putting them on the occupancy permit. Chief Flanigan said there is a zoning limit as to how many people can live in a residence. He wants the new ordinance to state that anytime someone moves into a residence, they have to fill out a new occupancy permit. The police and fire department would like to know how many occupants live in a residence in case of an emergency. Mayor Hickerson commented that he thinks it would help with keeping the properties up as well. Chief Flanigan mentioned that rental properties will be subject to annual inspections. Anytime someone fills out the occupancy permit, the police department adds them to their computer to help keep track of who is living where. A discussion arose around the room regarding occupancy issues within the Village. Mayor Hickerson reminded the citizens that time for comments had already passed. He didn't mind the discussion because it was constructive, but normally once citizens comments are over, the discussion shouldn't be opened back up for public comments.
- An All Committee meeting was scheduled for Monday, September 25th at 7:00 PM to discuss the usage and fees of the Village dump truck, cleaning expenses and sharps containers.
 - Trustee Prickett asked if items over \$250 needed to be approved at the Board meetings. Trustee Flanigan commented that the \$250 was set to be brought up for approval by the department head, not at the Board meeting. Mayor Hickerson mentioned that sometimes emergency purchases have to be made and cannot wait for approval or until Board meetings. Regarding that, Trustee Prickett questioned the amounts paid for repairs to the police vehicles from the last Board meeting. She asked why the Village had to pay for the incident when someone backed into the police car. Mayor Hickerson mentioned that the person who hit the car was unknown. She asked if Village insurance would've covered the bill. Mayor Hickerson informed her that the total amount for repairs were for several separate incidents, some dating back to February that are just now getting dealt with. The insurance has a \$500 deductible, and if a claim is made for an incident that isn't much more than the deductible, then that counts as a claim against the Village, that can potentially raise insurance rates.
 - Trustee Prickett questioned why the police were doing ride-alongs. Mayor Hickerson mentioned that the person participating was a firefighter that is covered on Village insurance and is interested in the part-time police position. Chief Flanigan mentioned that for years, firefighters had been allowed to do ride-alongs. Chief Owens mentioned that in the past to even be considered for employment with the police department, you would need to have some kind of experience. So, at least he would have some experience if he were to be hired.

22. The meeting was adjourned at 7:00 PM.

James F. Hickerson
Village President

Village Clerk, Chessie M. Brame