

VILLAGE OF HARTFORD BOARD MEETING MINUTES  
VILLAGE HALL COUNCIL ROOM  
140 WEST HAWTHORNE  
HARTFORD, ILLINOIS 62048  
October 17, 2023  
6:30 PM

1. Call to order.
  - A. Mayor Robertson called the meeting order.
2. Pledge of Allegiance
3. Roll Call of Board Members: the following members present: Mayor Bill Robertson, Bernie Caldwell, Kristie Luebbert, Chris Fulkerson, and Michelle Preston. Also, present Attorney Chris Donohoo, Village Clerk Carolyn Daniels, Leadman Ed Sebastian, Police Chief Dan Geil, Fire Chief Jarrod Horyn, Treasurer Chessie Brame, Police Officer Matt Asbury, Hughs, Cameron & Company Greg Bamert, Corey Thornburgh, and spouse.
4. Establishment of a quorum
5. Approval of the Minutes:
  - a. Board Meeting: October 3, 2023, motion made by Kristie Luebbert and seconded by Michelle Preston to approve the minutes. Mayor Robertson asked if there were any discussions. Ayes: 4, Nays: 0. Motion Carried.
6. Report from the Village Clerk, Carolyn Daniels –
  - a. The Village of Hartford received the 2024 IMLRMA Annual contribution invoice. The total bill is \$132,613.00, if pay the full amount by November 17<sup>th</sup> we will receive a 1% discount making the total due \$131,091.37. Asking for motion to pay the full amount of \$131,091.37 by the November 17<sup>th</sup> due date. Motion made by Kristie Luebbert and seconded by Michelle Preston. Mayor Robertson asked if there were any discussion. Trustee Preston asked if the \$250 was per employee and how it is based on what amount we do pay? I advised that is league dues and this is our insurance cost based on what the Village needs insured. Ayes: Caldwell, Luebbert, Fulkerson, and Preston. Nays: none. Motion Carried.
7. Report from Mayor Bill Robertson
  - a. Mayor Robertson introduced Greg Bamert from the independent auditors. Per Greg there were no findings during the audit that brought any concerns to their attention, which is a huge thanks to Chessie, Nancy and Carolyn who provided all the files they requested. In terms of financial performance, page 4 provides all your assets and liabilities. Biggest thing to note is that cash reserves increased by \$1.4 million around 24% as of April 30<sup>th</sup>, which will leave the Village enough cash reserves to cover about 2 ½ years of operating expenditures without taking out any additional revenue sources. So, the Village is in a good position. In terms of current operation turn to page 8, which provides information regarding Governmental activities, which shows we exceeded expenditures by \$1.3 million, and page 11 is the income statement over proprietary funds

(water/wastewater), which shows we exceeded expenditure by \$27,000. So, in terms of profit the Village would be operating on a profit. Page 30 is the Budgetary comparison of the General Fund exceeded revenue by \$754,000, and actual incurred expenditures were under budgeted amounts by \$74,000 so the Village did a good job with predicting their annual budget. Only other item to note is the audit from April 2022. The audit on the IMRF plan said the allocated asset exceeded the actuarial determined liability, which resulted in a net pension asset in prior year. For 2023 there were actuarial changes and investment income was not quite what they were projecting. As of December 31<sup>st</sup>, 2022, the IMRF showed the plan was slightly underfunded, which could be expected. So, page 33 shows any expected changes expected by IMRF. Other than that, Tax Levy's on pages 41-42 continue to increase showing a collection rate of 92%-95%. Overall, the Village is in a good financial position. Mayor Robertson said the only thing that caught his eye was the water works which due to all the extra unexpected expenses. Greg said, one thing to note on the waterworks on page 11 is showing expenses, but we will break even. Mayor Robertson asked for a motion to accept the independent auditors report for 2022-2023. Motion made by Chris Fulkerson and seconded by Kristie Luebbert. Mayor Robertson asked if there were any discussion. Ayes: Caldwell, Luebbert, Fulkerson, and Preston. Nays: none. Motion Carried.

- b. Update on the Solar installations taking place. The mayor has 10 solar installation requests. Trustee Caldwell asked what our part on solar installations is. Mayor advised that we have to approve the permits, and so far, the company is doing a good job.
- c. Motion made by Chris Fulkerson and seconded by Michelle Preston to approve hiring Greg Kamp as the Electrical Inspector for commercial jobs. He is an electrician out of the hall and will do it for the \$50 permit fee. Mayor asked if there was any further discussion. Trustee Fulkerson asked if he is inspecting the installation of the panels and electrical work? Mayor Robertson said he is inspecting both and he requested we purchase stickers that he can place on jobs to show he has inspected and when. Ayes: Caldwell, Luebbert, Fulkerson, and Preston. Nays: none. Motion Carried.
- d. Motion made by Kristie Luebbert and seconded by Chris Fulkerson to approve the contract regarding hiring a full-time School Resource Officer for the Wood-River-Hartford school district. The district will pay 100% of the cost with all benefits covered by the school district. Trustee Caldwell asked will the officer be paid by the school district year around. Mayor Robertson advised they will pay the officer year-round so they want Chessie to figure out what the cost would be for the whole year, and they will pay quarterly. Trustee Preston asked will he take a vacation or is he off all summer. Mayor Robertson advised he will be available to work the summer for the Village. Trustee Luebbert asked if we already have someone working at the school. Mayor Robertson said no, Dan Geil is interested in position. Trustee Fulkerson asked would Dan continue chief duties and how long is the contract? Mayor Robertson said, that is a discussion for another time and contract will be 3 years. Mayor asked if there was any further discussion. Ayes: Caldwell, Luebbert, Fulkerson, and Preston. Nays: none. Motion Carried.
- e. Motion made by Bernie Caldwell and seconded by Michelle Preston to approve placing an ad in the newspaper to hire a full-time police officer, not SRO in case

he is needed. Mayor asked if there was any further discussion. Ayes: Caldwell, Luebbert, Fulkerson, and Preston. Nays: none. Motion Carried.

- f. Mayor Robertson asked for a motion regarding the hiring of Corey Thornburgh for the Street Department subject to drug testing, physical and background check. No motion made.

8. Report from Attorney, Chris Donohoo – nothing at this time.

9. Report from Village Engineer –

- Mayor Robertson said the LKQ thing is coming along, and they are close to providing information on where we need to run the water line. So, we may be able to use some TIF money to help with running the lines.

10. Report from Public Works Department, Ed Sebastian –

- Corps of Engineers are building a third pump station on the East end of canal road. They started digging and cut into a corner of 12-inch water main that comes from Roxana. They will be testing to see if line is live, and then decide if they need to move the line. However, there is a lot of red tape that will need to be gone through to make changes.
- Well 3 is being worked on the company is going to be able to fix the well for \$23,000 opposed to drilling a whole new well.

11. Report from Fire Department, Fire Chief Jarrod Horyn –

- Per Chief Horyn stated he met with ISO they only thing they dinged them on was training for fires. They have not had a lot of training on fires due to lack of fire calls, but they do have a lot of EMS Training. They provided everything ISO requested and should have a rating in 6 months.

12. Report from Police Chief, Dan Geil –

- Chief Geil advised the police department would like to donate to ILEAS SWAT Team, which handles hostage situations or high-profile cases. The police department will use Mustache March money for donations. He suggested donating \$500-\$1000. Trustees approved the police department donating \$1000 to ILEAS.

Report from Committees:

13. Safety Committee (**Moore**, Fulkerson, Caldwell)

14. Ordinance Committee (**Aldridge**, Luebbert, Moore) –

15. Public Works Committee (**Caldwell**, Luebbert, Aldridge) –

- a. Motion made by Bernie Caldwell and seconded by Michelle Preston to approve purchasing a new Belly Broom for the street sweeper at a cost of \$637.00. Mayor Robertson asked if there were any discussion. Ayes: Caldwell, Luebbert, Fulkerson, and Preston. Nays: none. Motion Carried.
- b. Motion made by Bernie Caldwell and seconded by Kristie Luebbert to approve purchasing a new fuel tank for the Ford dump truck at a cost of \$1800.00. Mayor Robertson asked if there were any discussion. Ayes: Caldwell, Luebbert, Fulkerson, and Preston. Nays: none. Motion Carried.

- c. Motion made by Bernie Caldwell and seconded by Kristie Luebbert to approve purchasing mosquito spray for the Sanitation Department at a cost of \$2600.00. Mayor Robertson asked if there were any discussion. Ayes: Caldwell, Luebbert, Fulkerson, and Preston. Nays: none. Motion Carried.
- d. Motion made by Bernie Caldwell and seconded by Chris Fulkerson to approve using grant money to purchase a new lawn mower for the Tower at an approximate cost of \$15,000.00. We have a grant for \$9000.00, using \$3000.00 from the money received from the Campers, and the rest will be paid from budget. Why the Village is purchasing new lawn mowers is due to the mowers purchased last year are not holding up, so we need to purchase a higher grade of commercial lawn mower. Mayor Robertson asked if there were any discussion. Ayes: Caldwell, Luebbert, Fulkerson, and Preston. Nays: none. Motion Carried.

16. Public Utilities Committee (**Fulkerson**, Moore, Preston)

- a. Motion made by Chris Fulkerson and seconded by Kristie Luebbert to approve purchasing Super-Ox cleaner at a cost of \$1200.00. Mayor Robertson asked if there were any discussion. Ayes: Caldwell, Luebbert, Fulkerson, and Preston. Nays: none. Motion Carried.
- b. Motion made by Chris Fulkerson and seconded by Kristie Luebbert to approve repairing #3 Well for the Water Plant at a cost of \$23,050.00. Mayor Robertson asked if there were any discussion. Ayes: Caldwell, Luebbert, Fulkerson, and Preston. Nays: none. Motion Carried.

17. Park & Recreation Committee (**Luebbert**, Preston, Caldwell)

- Trustee Luebbert stated the Fall Fun Fest is this Saturday, she is hoping everyone attends and supports the event.
- Trustee Luebbert had a meeting with Phillips 66 on Thursday to discuss fines they were issued by the EPA over the Lube Plant. Instead of giving the money to the State of Illinois they would like to give the money to the Village to use at the park. She is looking to resurface the tennis courts for Pickle Ball and re-do the Clark playground equipment next to the bathrooms.

18. Finance & Public Buildings (**Preston**, Fulkerson, Aldridge) – Nothing at this time

19. Allowable claims against the Village

- a. Trustee Preston reported vendor claims of \$204,920.41, plus payroll claims of \$37,381.99 for total claims of \$242,302.40. On motion by Preston, seconded by Luebbert, it was voted to pay the allowable claims against the village in the total amount of \$242,302.40. Ayes: Caldwell, Luebbert, Fulkerson, and Preston. Nays: 0. Motion carried.

20. Citizens Comments –

- a. Jarrod Horyn asked when is the scheduled work by Haier? Per Ed they are unsure at this time.
- b. Corey Thornburgh offered that his family has been pre-approved for a house loan, and he is only 4 miles currently from the Village of Hartford.

21. Unfinished Business from the Board –

- a. Trustee Luebbert asked for the status of the trucks. Dan offered theirs is built and waiting on parts. Mike's might be ready by December.


22. New Business from the Board –

- a. Trustee Fulkerson asked if another Executive Closed Session can be scheduled to discuss the position open at the Street Department. Mayor Robertson advised we can schedule the next Closed Executive Session to be held after the next Board meeting just like the last one.

23. Adjournment – 7:07 pm

- a. A motion by Bernie Caldwell, seconded by Chris Fulkerson to adjourn the meeting. Mayor Robertson asked if there were any discussion. All in favor signify with saying Aye. Those opposed say Nay. Aye unanimous.

  
Carolyn Daniels, Village Clerk

  
William Robertson, Mayor