

VILLAGE OF HARTFORD BOARD MEETING MINUTES  
VILLAGE COMMUNITY CENTER  
715 NORTH DELMAR AVENUE  
HARTFORD, ILLINOIS 62048  
January 18, 2022  
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 Robertson, Bernie Caldwell, Carolyn Daniels, Chris Fulkerson, Kristie Luebbert, Bill Moore, and Michelle Prickett. Also, present Attorney Chris Donohoo, Village Clerk Nancy Thornburgh, Village Treasurer Chessie Brame, Police Chief Brandon Flanigan, Police Lieutenant Dan Geil, Police Patrolman Deanna Coleman, Assistant Fire Chief Ted Luebbert, Zoning Board Chairman Danny Waugh and Auditors RJ Tolliver and Greg McCalley.
4. Establishment of a quorum
5. Approval of the Minutes:
  - o Board Meeting 1.4.2022, motion was made by Caldwell, seconded by Daniels to approve the minutes. Mayor Robertson asked if there were any discussion. Ayes: Caldwell, Daniels, Fulkerson, Luebbert, Moore, and Prickett. Nays: None Motion Carried
6. Report from the Village Clerk, Nancy Thornburgh - nothing at this time.
7. Report from Mayor Bill Robertson
  1. The independent audit is completed for the fiscal year ending April 30, 2021 from Donohoo, McCalley and Associates. Mayor asked RJ Tolliver from Donohoo, McCalley and Associates to go over the Audit they completed for the Village of Hartford. RJ explained the Financial Highlights from the report:
    - a. For the year ending April 30, 2021, government revenues of \$2,833,107 exceeded governmental expenditures of \$1,941,034 by \$892,073.
    - b. This profitable year follows profitable years in 2020 of \$784,178; in 2019 of \$143,638; and in 2018 of \$79,476. But 2018 was preceded by two un-profitable years. For the year ended April 30, 2017 there was a loss of \$1,080,166 and for the year ended April 20, 2016 there was a loss of \$1,078,461.
    - c. In FY 2021, the Village's waterworks and waste water funds (proprietary funds) had revenues of \$1,235,814 and expenses of \$1,278,472 for a loss of (\$42,658). In FY 2020 the loss was (\$262,732). However, in FY 2020 expenses included non-recurring expenses totaling \$211,432 which included IMRF buy-outs of \$130,847 and a transfer-out of \$80,576. The IMRF buy-outs will reduce salary costs in these funds in future years. In FY 2019 these funds had a profit of \$36,561.
    - d. The Village became debt free in FY 2019 and remains debt free as of April 30, 2021.
    - e. TIF revenue continues to help the Village. The TIF fund received \$462,376 in revenue and had \$191,71 in expenditures for the year ended April 30, 2021. (This profit in the TIF fund of \$271,205 is included in the governmental amounts in the first "bullet point" above.)

- f. At April 30, 2021 the Village had cash and investments totaling \$4,650,999 as compared to \$3,633,583 at April 20, 2020. This increase of \$1,017,416 is consistent with the operating results discussed above.
    - g. RJ Tolliver stated he received excellent support from Treasurer Chessie Brame, Village Clerk Nancy Thornburgh and Water Clerk Francy Martin. RJ Tolliver did not see any signs of misappropriation of funds within the Village.
  2. Mayor Bill Robertson explained the Master Service Agreement with Phillips 66. Motion was made by Luebbert, seconded by Moore to accept the Village of Hartford Master Service Agreement with Phillips 66. Mayor Robertson asked if there were any discussion. Ayes: Caldwell, Daniels, Fulkerson, Luebbert, Moore, and Prickett. Nays: None Motion Carried
8. Report from Attorney, Chris Donohoo - nothing at this time.
9. Report from Village Engineer - Absent
10. Report from Public Works Department, Doug Preston - Absent
  - o The Mayor mentioned the repair cost for the trash truck is around \$90,000.00 and the company will not insure the repairs. The Village is currently using the Village of Roxana trash truck on Mondays and Fridays for trash pick-up and Wednesday for recycling.
11. Report from Fire Department, Assistant Chief Ted Luebbert
  - o Ted mentioned the lights the Fire Department ordered came in and are on the trucks to be used. Ted thanked the Board for allowing the purchase and the lights will help the department on calls.
12. Report from Police Department, Police Chief Brandon Flanigan
  - o Brandon notified that Deanna Coleman, D.A.R.E. Officer, will be teaching D.A.R.E. program to all grade levels at the Hartford School. In the past it was only 5<sup>th</sup> grade.
  - o The New Police Car is in service.

**Report from Committees:**

13. Safety Committee (**Moore**, Fulkerson, Caldwell)
  1. A motion by Moore, seconded by Caldwell, approve hiring Cody Keough as a Full-Time Police Officer and send him to the Southwestern Illinois Police Academy subject to physical, drug test and background check. Mayor Robertson asked if there were any discussion. Ayes: Caldwell, Daniels, Fulkerson, Luebbert, Moore, and Prickett. Nays: None Motion Carried
  2. A motion by Moore, seconded by Fulkerson, approve hiring Tyler Morris as a Part-Time Police Officer and send him to the Southwestern Illinois Police Academy subject to physical, drug test and background check. Mayor Robertson asked if there were any discussion. Ayes: Caldwell, Daniels, Fulkerson, Luebbert, Moore, and Prickett. Nays: None Motion Carried
  3. Daymond W. Lynn withdrew his application for a Part-Time Police Officer position.
14. Ordinance Committee (**Daniels**, Luebbert, Moore) - nothing at this time
15. Public Works Committee (**Caldwell**, Luebbert, Daniels)

1. A discussion about getting a used trash truck from the Roxana landfill was mentioned. The trucks that are available are their smaller trucks which will not work for the Village of Hartford. Currently the Village of Hartford is using the Village of Roxana truck for our trash pick-up. The Street Department does not currently have any information on new/used trash truck cost.

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

1. A motion was made by Fulkerson, seconded by Daniels to purchase a Trench Shoring from Schulte Supply Inc., approximate cost \$7,500.00. Mayor Robertson asked if there were any discussion. Ayes: Caldwell, Daniels, Fulkerson, Luebbet, Moore, and Prickett. Nays: None Motion Carried
2. A motion was made by Fulkerson, seconded by Moore to repair the chlorine detection system at the water plant, approximate cost \$1,700.00. Mayor Robertson asked if there were any discussion. Ayes: Caldwell, Daniels, Fulkerson, Luebbet, Moore, and Prickett. Nays: None Motion Carried.
3. A motion was made by Fulkerson, seconded by Moore to replace the CO2 feeder system at the water plant, approximate cost \$9,500.00. Mayor Robertson asked if there were any discussion. Ayes: Caldwell, Daniels, Fulkerson, Luebbet, Moore, and Prickett. Nays: None Motion Carried

4. Parks & Recreation Committee (**Luebbert**, Prickett, Caldwell)

- Kristie told the Board in the next few weeks the trees in the park with yellow ribbons will be cut down weather permitting.

5. Finance & Public Buildings (**Prickett**, Daniels, Fulkerson) - nothing at this time.

6. Allowable claims against the Village

1. Trustee Prickett reported vendor claims of \$61,319.25 plus payroll claims of \$34,985.73 for total claims of \$96,304.98. On motion of Prickett, seconded by Luebbert, it was voted to pay the allowable claims against the village in the total amount of \$96,304.98. Ayes: Caldwell, Daniels, Fulkerson, Luebbert, Moore, and Prickett. Nays: None. Motion carried.

7. Citizens Comments - nothing

8. Unfinished Business from the Board

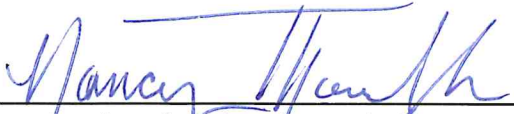
- Moore asked if we have a date for the install regarding the fence around the sewer plant. The fence has been ordered per: Mike Daniels but no date.
- The Safety Inspection on the Elevator is completed. Spectrum had to fix the phone in the elevator, it was offline.
- Tower is open on the weekends for Eagle Watching.

9. New Business from the Board

- Prickett asked about the property on corner of West Cherry that is owned by the Village of Hartford. The home next door is using the property as a drive way, parking cars on the property and they have installed a trampoline on the property.

10. Adjournment at 7:06 p.m.

3. A motion by Moore, seconded by 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.

  
Nancy Thornburgh, Village Clerk

  
William Robertson, Mayor