

**VILLAGE OF OAKWOOD  
REGULAR MEETING MINUTES**

**JANUARY 16, 2024**

Mayor Wright called the meeting to order at 6:30 p.m.

**CALL TO ORDER/PLEDGE OF ALLEGIANCE**

**BOARD MEMBERS PRESENT:** Jason Elliott, Scott Fegett, Cathi Fritz, Bob Parr, Matt Trimmell

**APPROVAL OF MINUTES**

Matt Trimmell motioned to approve the November 20, 2023, regular meeting minutes as presented.

Scott Fegett seconded.

	ELLIOTT	FEGETT	FRITZ	LIGHT	PARR	TRIMMELL
<b>YES</b>	X	X	X		X	X
<b>NAYS</b>						
<b>ABSTAIN</b>						
<b>ABSENT</b>				X		

Motion Carried

Bob Parr motioned to approve the presented regular meeting minutes for December 18, 2023.

Matt Trimmell seconded.

	ELLIOTT	FEGETT	FRITZ	LIGHT	PARR	TRIMMELL
<b>YES</b>	X	X	X		X	X
<b>NAYS</b>						
<b>ABSTAIN</b>						
<b>ABSENT</b>				X		

Motion Carried

Bob Parr motioned to approve the presented executive meeting minutes for December 18, 2023.

Scott Fegett seconded.

	ELLIOTT	FEGETT	FRITZ	LIGHT	PARR	TRIMMELL
<b>YES</b>	X	X	X		X	X
<b>NAYS</b>						
<b>ABSTAIN</b>						
<b>ABSENT</b>				X		

Motion Carried

**APPROVAL OF BILLS**

Matt Trimmell motioned to accept the bills as presented.

Jason Elliott seconded.

	ELLIOTT	FEGETT	FRITZ	LIGHT	PARR	TRIMMELL
<b>YES</b>	X	X	X		X	X
<b>NAYS</b>						
<b>ABSTAIN</b>						
<b>ABSENT</b>				X		

Motion Carried

## DEPARTMENT REPORTS

### VILLAGE HALL

Mayor Wright reported that Janet is working in the office three days a week and has been getting payroll issues worked out. Lindsey Light will provide an update next month on her research of possible other software.

### PUBLIC WORKS

Currently, there are no new projects. All 2023 projects have been completed. The board plans to have a February study session to review the comprehensive growth plan.

### POLICE

The monthly reports were emailed to all trustees.

There was a discussion on communicating code enforcement and liens on properties when a buyer wants to purchase a property. If the seller doesn't inform the buyer of any issues, the buyer may be unaware of any associated fines and liens unless they contact OPD to find out. There could be a problem with the closing, but only if the lien is filed and approved by the circuit court. Mayor Wright asked if the buyer would be liable to pay for the fines and liens. Since they may not know their inherited liabilities, they will likely be unhappy to find out after the sale. Attorney Miller stated that all real estate sales are subject to correction if the seller does not disclose information to the buyer. There is no proper disclosure of what might happen in private sales. The village could put a sign up on the property, but the owner could take it down. Usually, the title search will not provide this information unless the lien is filed against the property. Chief Soderstrom will look further into the village's options for notifying the public about properties with fines and liens in progress.

A representative from Flock Safety joined the meeting via the Internet and provided the board with information regarding license plate camera technology and how it works. These systems are not able to identify individuals. The system will identify the vehicle's make, color, and license plate number. If the vehicle is in the Flock Database, local agencies are notified within seconds of the cameras identifying the vehicle. This system has helped with missing persons. A case from Rantoul, IL, was shared among the examples. The system is not used for traffic enforcement. Chief Soderstrom gave a verbal account of the neighboring communities that have Flock cameras but will work with Flock to create a list of communities in the area the size of Oakwood and show how many cameras they own.

### EMERGENCY MANAGEMENT SERVICES

An updated report was discussed on the hours covered vs not covered. The report shows that the revenue generated from hiring two full-time employees has covered the employees' costs and has allowed the village more coverage than in the past. Although much better than in recent years, the availability of the EMS service hours still does not cover the 24/7 week. Oakwood EMS has never covered a 24/7 schedule since its inception but has had higher coverage over the years due to volunteerism, compensation structure, and allowances under state employment laws for volunteerism. A salary rate review still needs to be reviewed, as competing with other agencies is hard. As Oakwood EMS has made strides to be competitive for employees, Caroline Darr is seeing the offerings at other agencies continue to improve to hire and keep good EMS employees. The shortage, as is the demand for services, is currently at an all-time high. Now, Oakwood EMS has mutual aid agreements with other ambulance services and covers an extensive geographical area. An Oakwood ambulance may already be on a call as

far south as Sidell or as far north as Potomac and another agency may have to come into Oakwood to cover a call in the village. The mutual aid agreements work such that the service group that is available and can respond fastest is dispatched. There have been cases where Oakwood will respond to Tilton even when Tilton has ambulances on duty because the Tilton ambulance is already tied up on a call. Tilton also responds in Oakwood for the same case. There was a discussion on hiring two more full-time employees to cover the 24/7 schedule further. Caroline Darr will provide an analysis. The hope is to see the department grow and move in the right direction, and the numbers show the department can support additional positions.

A new EMS cadet program is being created for consideration and approval. There are things in place that limit precisely what the cadet will see and be able to do. The goal is for the department to grow from those in the community who may be interested in a career in EMS, medical, etc. B. Parr, as the board liaison, will work with the proposal. Zack Weddle will coordinate the program and submit cadet names for approval by the board.

**SUBJECTS REQUIRING ACTION/DECISION BY THE BOARD**

**TULIES UPDATE**

Jim Cisco gave an update on the project. The closing of the steak house in Tuscola does not affect the Oakwood project. Jim explained that the Tuscola business had the highest overhead business model, which wasn't supported locally. As for the Tulies project, the drywall should be done by the end of the week, and then the kitchen tiling will begin. The bathrooms will follow after the kitchen tiling is complete. February 29<sup>th</sup> is the projected completion date for construction. They are putting the menu together and hope to have a soft opening on March 10<sup>th</sup>-12<sup>th</sup>. Mayor Wright reiterated that the board has put money into this project and wants to continue to receive a timeline on the project's progression. If March 12<sup>th</sup> is the restaurant's opening date, the village needs to see the timeline Mr. Eziqel Fuentes agreed to on January 4<sup>th</sup>. As of this meeting, no timeline other than the construction timeline from the general contractor has been submitted. Due to the project taking far longer than agreed upon in the fall of 2022 and written in the contract signed in November 2022, Mayor Wright wants a timeline for the business opening. Mayor Wright has talked with the general contractor directly, and the construction timeline is not the timeline for the business opening.

Jason Elliott asked Mr. Cisco for details about the hiring of staff, the timing, and how many people were needed. Mr. Cisco stated that hiring would begin soon and parallel the construction work. He expects to have the staff hired and start training them by the end of February.

Scott Fegett motioned to extend the TIF agreement. Bob Parr seconded.

	ELLIOTT	FEGETT	FRITZ	LIGHT	PARR	TRIMMELL
<b>YES</b>	X	X	X		X	X
<b>NAYS</b>						
<b>ABSTAIN</b>						
<b>ABSENT</b>				X		

Motion Carried

**BID ON THE OLD FIRE STATION**

Mayor Wright updated the board that an interested party is interested in purchasing the old fire station. He recommended that the board approve putting the building up for bid. The building was appraised for \$60,000. The village must secure a minimum value of \$48,000 from any bidder to sell the property. If any

bids are received, the board is not required to accept them. All bidders will be asked to submit a business proposal and plan for the building's use so the board can evaluate the benefits of selling the building for business development. Cathi Fritz stated that the Oakwood on the Move group has spoken of adding business to the downtown area many times and thinks the location would be a great spot with a lot of potential.

Cathi Fritz motioned to put the old fire station up for bid. Scott Fegett seconded.

	ELLIOTT	FEGETT	FRITZ	LIGHT	PARR	TRIMMELL
<b>YES</b>	X	X	X		X	X
<b>NAYS</b>						
<b>ABSTAIN</b>						
<b>ABSENT</b>				X		

Motion Carried

Cathi Fritz stated that part of the Mapping Oakwood has a retail section of the plan. They will meet with Mike Marron to see what resources and opportunities might be available and to help direct the committee with small business development.

**4<sup>TH</sup> OF JULY CELEBRATION – FIREWORKS**

Mayor Wright informed the board a request for the village to help cover the cost of fireworks for the 4<sup>th</sup> of July Celebration has been submitted. The request from Brett and Bruce Harrison is to launch fireworks on the 4<sup>th</sup> and launch them from the same location. Saturday will be the backup plan if the weather doesn't allow on the 4<sup>th</sup>. \$16,000 is being requested. Brett will coordinate his group again this year to enhance the event they ran in 2023. The Oakwood on the Move group will also be taking part in 2024. Members of that group will be or already are in contact with Brett and Bruce to combine efforts and expand the event. More come in the coming months.

Bob Parr motioned to approve the funds for the 4<sup>th</sup> of July fireworks. Matt Trimmell seconded.

	ELLIOTT	FEGETT	FRITZ	LIGHT	PARR	TRIMMELL
<b>YES</b>	X	X	X		X	X
<b>NAYS</b>						
<b>ABSTAIN</b>						
<b>ABSENT</b>				X		

Motion Carried

**KRT PAVILION DESIGN CONCEPT**

At the last study session, design concepts were provided to the board. The hope is to have the pavilion completed for the July 4<sup>th</sup> Celebration. The county has allocated \$30,000, and the Mary Hibbler Foundation has contributed another \$20,000 for \$50,000. The village is asked to allocate \$50,000 to bring the total budget to \$100,000. The hope is to have the structure up by the 4<sup>th</sup>, and then secondary efforts would be for the dressing up around the area.

C. Fritz stated there has been a lot of discussion on this at the mapping meetings. She feels there needs to be more thought put into the design as this will be a long-term building that will be there for years. She feels there needs to be other options looked at with pricing to see what can be achieved with the money. B. Wright stated he thinks that the designs that have been presented fit the area currently. Several designs and options have been reviewed over the past six months. The larger kits comparable to the size of the pavilion we'd like are either too expensive or very similar to the design agreed upon by himself, Kevin Greene representing the county and KRT, and Jamie Pasquale also at the county. He knows there is

interest in many things, such as having running water, but the village is not interested in another water bill, and the county is not either at this point. He also wants to ensure the building is easy to maintain and an open space with no hidden corners or areas. J. Elliott stated that the board may hold off on the bridge project if more money is needed.

Kevin Green was in attendance and provided things for consideration. He feels there needs to be a concrete patio with park benches, 4-6 picnic tables, electric outlets, and a bike rack. Whatever is decided must be approved by the Conservation District. He also feels there would need to be an intergovernmental agreement signed. This will provide with who is responsible for clean-up and maintenance of the pavilion. He stated he knows there have been talks about other things being around the pavilion, and when this is reviewed and decided, thinking into the future needs to be accounted for with more planning that may be required.

Cathi Fritz motioned to hold off on approving the concept design for the KRT pavilion.

Bob Parr seconded.

	ELLIOTT	FEGETT	FRITZ	LIGHT	PARR	TRIMMELL
<b>YES</b>	X	X	X		X	X
<b>NAYS</b>						
<b>ABSTAIN</b>						
<b>ABSENT</b>				X		

Motion Carried

**ORDINANCE AUTHORIZING PURCHASE OF PROPERTY – 207 N. HARRISON**

Mayor Wright presented an ordinance authorizing the purchase of this property to the board. The contract will be signed when the legal work has been verified. This will allow the mayor to close on the property.

Bob Parr motioned to approve the ordinance authorizing the purchase of 207 N. Harrison Street.

Jason Elliott seconded.

	ELLIOTT	FEGETT	FRITZ	LIGHT	PARR	TRIMMELL
<b>YES</b>	X	X	X		X	X
<b>NAYS</b>						
<b>ABSTAIN</b>						
<b>ABSENT</b>				X		

Motion Carried

**ORDINANCE AUTHORIZING PURCHASE OF PROPERTY – 201 LEE STREET**

Mayor Wright presented an ordinance authorizing the purchase of this property to the board. The contract will be signed when the legal work has been verified. This will allow the mayor to close on the property.

Scott Fegett motioned to approve the ordinance authorizing the purchase of 201 Lee Street.

Matt Trimmell seconded.

	ELLIOTT	FEGETT	FRITZ	LIGHT	PARR	TRIMMELL
<b>YES</b>	X	X	X			X
<b>NAYS</b>						
<b>ABSTAIN</b>					X	
<b>ABSENT</b>				X		

**AGENDA REQUESTS AND RECOGNITION OF VILLAGE CITIZENS**

There were no agenda requests received from village citizens.

C. Fritz requested that the community comments be moved up in the agenda before subjects that require action from the board. She felt that having it after the vote does not allow residents to provide their input on the subjects being voted on by the board. Mayor Wright stated it would stay within the same format. Input can be given before approval because items are listed on the agenda. Nearly all items voted on are discussed well in advance during study sessions and prior meetings. Trustees are also available to discuss the issues with residents without a board meeting.

Having no further business, Mayor Wright asked for a motion to adjourn.

Bob Parr motioned at 8:27 p.m. to adjourn.

Jason Elliott seconded.

	<b>ELLIOTT</b>	<b>FEGETT</b>	<b>FRITZ</b>	<b>LIGHT</b>	<b>PARR</b>	<b>TRIMMELL</b>
<b>YES</b>	X	X	X		X	X
<b>NAYS</b>						
<b>ABSTAIN</b>						
<b>ABSENT</b>				X		

Motion Carried

Submitted by,



Village Clerk

Approved 3/8/24