

# VILLAGE OF OAKWOOD

## REGULAR MEETING MINUTES

**JUNE 19, 2023**

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

### CALL TO ORDER/PLEDGE OF ALLEGIANCE

**BOARD MEMBERS PRESENT:** Scott Fegett, Cathi Fritz, Lindsey Light, Bob Parr, Matt Trimmell

**OTHERS PRESENT** Dustin Henderson, Ron Soderstrom, Caroline Darr

### APPROVAL OF MINUTES

Lindsey Light motioned to approve May 8, 2023, minutes as presented. Scott Fegett seconded.

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

Motion Carried

Lindsey Light motioned to approve May 15, 2023, minutes as presented. Bob Parr seconded.

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

Motion Carried

### APPROVAL OF BILLS

Bob Parr's motion to accept the bills as presented. Lindsey Light seconded.

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

Motion Carried

### DEPARTMENT REPORTS

#### VILLAGE HALL

There are several new reports that are being pulled from the system. If any board members are looking for any particular information, please talk with L. Light, and she will work with the office staff to gather a report that will be provided as requested.

The new village website is almost done. It will have ordinances linked to the webpage along with forms that somebody can submit. When a form is submitted, it is submitted directly to the office staff; then, it will be routed to the proper department. There will be a payment option from the website that is still being worked on.

#### **FINANCES/TREASURER**

All accounts have been consolidated, and a new report has been provided that will show where the money is and will also summarize each fund. Outstanding checks will be monitored more closely, so the audit is much easier.

#### **PUBLIC WORKS**

Sidewalk repairs will start in mid-July and are scheduled to be done before school starts. As the project progresses, residents will be informed if anything will be created on or around their property.

#### **POLICE**

R. Soderstrom met with the representative for the speed signs to be able to review data from the signs. This will be a more straightforward process once his tablet gets updated. He will also put the data on OneDrive for the board review.

Ron is investigating plate reader cameras on the main roads that enter the village. The State of Illinois may provide these cameras through a grant. However, once the grant runs out, there will be a maintenance fee. He will have more information next month. The village will be installing cameras at the Veterans Park. There have been issues with vandalism.

R. Soderstrom informed the board that he recommend a candidate to the mayor and school board for the SRO position that had been posted. The next step is for the Unit 76 Board to approve the proposal. Mayor Wright stated that contract discussions with Superintendent Larry Maynard were complete. He did not want to name the candidate, but stated that the candidate was highly qualified and the initial reaction by the superintendent was favorable.

#### **EMERGENCY MANAGEMENT SERVICES**

C. Darr reported the PBS billing is still coming into the office. They are still transitioning into it, going directly through PBS.

C. Darr requested hiring two full-time EMTs. The department is struggling to cover shifts and is missing approximately 45% of calls to other agencies. Hiring two full-time people will not significantly increase coverage as the two full-time people will be promotions of two existing part-time employees. The net effect will be gaining 10hrs coverage per week. This would not close the gap but would help. C. Darr will provide details on what days/hours will be covered, the added costs for two full-time people over part-time, and how this affects the current EMS budget.

C. Darr confirmed that other agencies are paying well to get employees and Oakwood EMS must be competitive or risk further gaps in coverage. There is not much interest in EMR/EMT work as compared to pre-pandemic and those that are locally available are in demand the same as police, fire, nurses, etc.

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

**4<sup>th</sup> OF JULY CELEBRATION COMMITTEE**

The committee is working on finalizing the details of the celebration. All vendors involved are going through approval process. Mayor Wright stated that this will be a building year and hopefully more citizens will join the committee if this event is promoted again 2024. The current committee has done quite a lot for how small it is. Overall the event is proceeding as well as can be expected, but if this is to grow in 2024 earlier planning is required and more people are needed to help coordinate it.

**FY24 BUDGET**

The proposed budget has been published for public viewing. Mayor Wright asked if anyone had any questions regarding the proposed budget.

Lindsey Light motioned to approve the proposed FY24 budget.

Bob Parr seconded.

	<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>					

Motion Carried

**CONSTRUCTION CODE – AMENDING ORDINANCE 127**

Mayor Wright presented the most updated ordinance updating the construction ordinance. This provides more details of the permit request and all references to the International Building Code, National Electric Code, and International Residential Code.

Bob Parr motioned to approve the proposed construction code.

Scott Fegett seconded.

	<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>					

Motion Carried

**PROPERTY MANAGEMENT – CREATING A ZONING ORDINANCE**

Mayor Wright stated the updates requested in May were added. The zoning map was provided to show the zoning of each area of the village. C. Fritz stated that she thought we already planned to limit mobile homes to the commercial area. The map had not been changed to show the area east of the commercial mobile home park as R-1. Terry Hume pointed out the area east of the commercial trailer park area is private lots and not part of the commercial mobile home park. The board agreed and understood. C. Fritz stated that the village should not permit mobile homes outside the commercial mobile home park.

Bob Parr motioned to approve the zoning ordinance with the discussed changes to the map.  
 Scott Fegett seconded.

	<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>					

Motion Carried

### **EXCESS EQUIPMENT & BUILDING MATERIALS**

Dustin Henderson proposed to the board the approval to sell the public works 1978 Ford tractor that the department is not using. There is also a John Deer bush hog that can be sold as well. These items do not have to go out for bid. D. Henderson also recommends removing extra materials that are not being used. C. Fritz asked if the bricks from the new village hall were still there. She thought they should be saved if a pavilion is built on the rail trail.

Bob Parr motioned to approve the sale of the 1978 Ford tractor and the bush hog.

Lindsey Light seconded.

	<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>					

Motion Carried

### **PUBLIC WORKS DUMP TRAILER**

Dustin Henderson presented to the board a proposal to purchase a dump trailer that could be pulled behind the truck. Currently, the department is using the backhoe bucket, and this trailer would allow for easier and quicker cleanup. The lowest price is from Johnson Trailer for \$11,095.

Bob Parr made a motion to approve the purchase of the dump trailer.

Matt Trimmell seconded.

	<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>					

Motion Carried

### **PUBLIC WORKS TRUCK**

Dustin Henderson presented to the board a proposal to purchase a new truck that includes a plow for the winter months. This consists of the trade-in of the department's current truck. With the trade, it would be approx. \$68,645. He stated this was less than budgeted in the FY24 budget.

Lindsey Light made a motion to approve the purchase dump truck with a plow. Scott Fegett seconded.

	<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>					

Motion Carried

### **EMS AMBULANCE**

C. Darr presented to the board the request for approval for a new ambulance. She stated this was included in the FY24 budget. She is recommending a diesel engine. This unit would already have the ALS upgrade. This would also include a trade-in for the two Ford ambulances, lowering the price to the budgeted \$180,000. The EMS does not need three ambulances considering that staffing just one has been a challenge.

Lindsey Light made a motion to approve the purchase of the new ambulance. Cathi Fritz seconded.

	<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>					

Motion Carried

### **SIDEWALK PROJECT TO PARK**

Mayor Wright shared with the board the drawings from the engineers on the sidewalk to the park project. There was some discussion on the location of the sidewalk. C. Fritz was going to talk with the resident about these effects.

Scott Fegett motioned to approve the proposed plans and hire A&R to add the sidewalk to the park.

Lindsey Light seconded.

	<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>					

Motion Carried

### **VILLAGE HALL GENERATOR**

Mayor Wright stated there has been talk about putting a generator at the village hall for a while. He noted that non-home rule monies can be utilized to help with the cost. Of the bids received, he recommends the Glesco Electric bid for \$58,534.

Cathi Fritz made a motion to approve the purchase of the generator for the village hall.

Bob Parr seconded.

	<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>					

Motion Carried

### AGENDA REQUESTS/RECOGNITION OF VILLAGE CITIZENS

Wayne Bugaj asked the board if anyone had looked at the storm collection system at 200 Olmstead Street. Mayor Wright stated he and Dennis Witsman looked at the area during the last major rain and there was no standing water on village property in the street or at the front of the property. Mr. Bugaj stated that the water pools further north between his property and the church. Mayor Wright stated they did not look to the north and that would be private property. The village would not install a storm sewer in that area, but the property owners could install a drain tile to the storm sewer if they desired. Mr. Bugaj also asked if the village had a bulk water system to ensure landscaping and planted trees were watered. D. Henderson stated he has a large tank the department uses for watering around the village. Mr. Bugaj then asked about the sidewalk to the park and if the board has thought of adding any trees to replace any removed. Mayor Wright stated the village would not be adding trees to any easements as it is currently running into issues with who is responsible for caring for them. There are areas in town with trees and shrubs lifting and damaging sidewalks, obstructing lines of sight for traffic, and also preventing access by utilities. The village has incurred several thousand dollar in costs to remove trees that should never have been planted in easements. The utility companies will maintain tree trimming on main power lines, but the village is responsible to enforce existing ordinances to prevent trees and shrubs from being planting in easements or in a right-of-way where they can grow into power lines, or roots grow around buried cable.

With no further discussions, Mayor Wright requested a motion to go into executive session.

Lindsey Light made a motion at 8:48 pm to exit the regular session to go into executive session.

Bob Parr seconded.

	<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>					

Motion Carried

At 9:49 pm, the board came back into regular session.

Mayor Wright wanted to establish liaisons of the board for the departments.

<b>POLICE</b>	<b>EMS</b>	<b>PUBLIC WORKS</b>	<b>PARKS</b>	<b>VILLAGE HALL</b>
Cathi Fritz	Bob Parr	Matt Trimmell	Scott Fegett	Lindsey Light

Lindsey Light made a motion at 9:51 pm to adjourn.

Bob Parr seconded.

	<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>					

Motion Carried

Submitted by,



Connie M. Young  
Village Clerk

Approved 7/17/2023