

**VILLAGE OF BELLFLOWER**  
**McLEAN COUNTY, ILLINOIS**

**BOARD OF TRUSTEES**  
**MINUTES**  
**APRIL 10, 2024**

**CALL TO ORDER**

President Allen Grussing called the meeting to order at 7:00 p.m. in the village office located at the Bellflower Community Center, 104 W Center Street, Bellflower.

The Meeting Notice and Agenda (copy attached) was posted on the Bellflower Community Center exterior bulletin board on April 8, 2024, at 5:30 p.m.

**BOARD ATTENDANCE**

Present: President Allen Grussing; Trustees Skee Aldrich, Teresa Drinkwater, Bart Lytel, Steve Weiss, and Shane Zimmerman.

Absent: None.

Six of six board members were present, which formed a quorum.

*VILLAGE OFFICIALS PRESENT* – Clerk Herb Youngblood

*PUBLIC ATTENDANCE* – Barb Jenkins and Stacy Grauer.

**MOMENT OF SILENCE for ANDREW MARK ELLIS**

- Appointed as Trustee on June 17, 2021.
- Elected as Trustee on April 4, 2023.
- Filled many roles for the village – trustee, emergency services coordinator, supervised vehicle and grounds maintenance, substitute water operator, coordinated snow plowing.
- Died on March 20, 2024 (37 years old).

**PUBLIC COMMENT**

Barb Jenkins and daughter Stacy Grauer discussed their project to develop the Warner Cole Chestnut Farm on their family's vacant parcel at 106 School St (in the village) and extending North across their township land located West of Phil Campbell's property (110 School St) and Don Harden Field.

**CONSENT AGENDA**

a. Approve minutes of the regular meeting held on March 13, 2024.

b. Approve expenditures during the period of March 14, 2024 through April 10, 2024.

MOTION by Trustee Aldrich to approve the foregoing consent agenda items. Seconded by Trustee Zimmerman. Voice vote: 5 yes; -0- no. Motion passed.

**POLICE ACTIVITIES**

No report.

**UNFINISHED BUSINESS**

a. Water

- 1) Lead service line inventory – reported 52% completed last month. As of today, 100% are complete. There are 166 active connections: 9 are galvanized pipe with no lead pipe before the connection, and 157 are copper or plastic. All village connections from the water main to the shut-off valve are copper.

## **NEW BUSINESS**

### a. Action

- 1) President Grussing declared a trustee vacancy due to the death of Andrew Ellis. His unexpired 2-year term will be filled at the April 1, 2025 municipal election. In the near term, an interim trustee can be appointed to serve until the election.
- 2) MOTION by Trustee Weiss to declare as surplus property the following equipment:
  - Allis-Chalmers tractor, model #5020, serial #8244, and
  - Woods pull-behind mower, model #RM500-2, serial #06461.Seconded by Trustee Lytel. Voice vote: 5 yes, -0- no. Motion passed.  
[NOTE – action repealed June 12, 2024.]
- 3) MOTION by Trustee Aldrich to approve Resolution 2024-01 “FY24-25 Resolution for Maintenance under the Illinois Highway Code” (copy attached). Seconded by Trustee Zimmerman. Roll call vote: Yes-Trustees Aldrich, Drinkwater, Lytel, Weiss, and Zimmerman. No-None. Absent-None. Vote summary: Yes (5), No (-0-), Absent (-0-). Motion passed.
- 4) MOTION by Trustee Lytel to approve providing two dumpsters and lunch for the annual village cleanup day at a cost not to exceed \$2,000. The dumpsters will be placed on the west side of the Community Center. Seconded by Trustee Drinkwater. Voice vote: 5 yes; -0- no. Motion passed.
- 5) MOTION by Trustee Lytel to approve a \$2,100 estimate from Steven Sprau and Shelton Stump Removal (copy attached) for tree and stump removal at Don Harden Field. Seconded by Trustee Weiss. Voice vote: 5 yes; -0- no. Motion passed.
- 6) MOTION by Trustee Aldrich to approve K & K Coating’s \$5,470 estimate to paint the library metal building roof and sides at 206 N Latcha (copy attached). Seconded by Trustee Drinkwater. Voice vote: 5 yes; -0- no. Motion passed.
- 7) Approval of the Illinois Rural Water Association’s estimate to provide GIS mapping of water shut-off valves was postponed for additional information.
- 8) MOTION by Trustee Lytel to approve acquiring a spray paint marking wand and paint at an estimated cost of \$300. The equipment will be used to stripe parking spaces. Seconded by Trustee Zimmerman. Voice vote: 5 yes; -0- no. Motion passed.
- 9) Surplus Property Sale – no bids were submitted to purchase 201 W South St.

### b. Discussion

- 1) Benefit for Andrew Ellis’ family – the board will sponsor and staff a free-will donation spaghetti supper to be held on June 1, 2024 from 4:30 to 6:30 p.m., in the Community Center cafeteria.

## **BOARD REPORTS**

### President Grussing

- Reminder – all board members must file the state-required Statement of Economic Interests form no later than May 1.
- Need to move one painted picnic table from the DHF Pavilion to the playground located on the west side of the Community Center. Trustee Drinkwater volunteered her husband Nick.
- The Community Center and garages located at DHF and the Community Center need clean-out.
- Wind farm check #2 has been received.

- DHF Concession Stand pop cooler temperature appears okay. The temperature control knob needs to be marked for the proper setting.
- The initial Eastern Illinois Foodbank visit on March 27 was successful – 15 people representing 11 households.
- Village “Welcome” signs with resident names are in use again.
- Lawnmower has been serviced.
- Pickup truck is in for service.
- Kevin Rumpel planted 2 crabapple trees in Shorty Lykins Park, as mentioned at last month’s meeting.
- As part of the lead service line inventory, Mitch Yeadon reported that David Wickboldt had installed the water meter and backflow preventer on the water line to his business. No meter reading policy has been established.
- McLean County Highway has approved the July 4, 2024 parade permit.
- DeWitt County is offering their emergency sirens to any interested municipality. The board expressed an interest if the equipment is still available.
- Need to appoint a new Emergency Services Coordinator and backup to interface with the county.

#### Trustee Drinkwater

- Easter egg hunt had a lot of participants. Suggestions-larger area for little kids, more eggs, more room.
- Will the chestnut tree grove located west of DHF present future issues for July 4 fireworks?
- July 4
  - Fireworks will be dedicated to Andrew.
  - Parade grand marshal will be Beth Ellis and daughters, with Eston and Nancy Ellis also included.
  - May conduct a raffle and sell koozies with proceeds going to Beth.
  - Will Darbi/Paul Buchanan run the DHF concession stand?
  - Order more ice cream and spoons.

#### Trustee Zimmerman

- Is there a list of residents who will receive rock for their street right-of-way?
- Will new PFAS regulations affect our water system?

#### **ADJOURN**

President Grussing adjourned the meeting at 9:18 p.m.

**VILLAGE OF BELLFLOWER  
McLEAN COUNTY, ILLINOIS**

**BOARD OF TRUSTEES  
MEETING NOTICE AND AGENDA  
APRIL 10, 2024**

The next regular meeting of the Village of Bellflower Board of Trustees will be held Wednesday, April 10, 2024, 7:00 p.m., in the Village Office at the Bellflower Community Center, 104 W Center Street, Bellflower.

**CALL TO ORDER**

**MOMENT OF SILENCE for ANDREW MARK ELLIS**

**PUBLIC COMMENT**

**CONSENT AGENDA**

- Approve minutes of the regular meeting held March 13, 2024
- Approve expenditures during the period March 14, 2024 through April 10, 2024

**POLICE ACTIVITIES**

**UNFINISHED BUSINESS**

- a. Water
- 1) Lead Service Line Inventory

**NEW BUSINESS**

- a. Action
- 1) Declare Trustee vacancy
  - 2) Declare Allis-Chalmers 5020 Tractor with Pull-Behind Mower as surplus property
  - 3) Resolution 2024-01 – MFT Maintenance Program FY24-25
  - 4) Cleanup Day – provide dumpsters and lunch
  - 5) Don Harden Field – tree removal and stump grinding
  - 6) Library – paint entire building and roof
  - 7) IRWA – GIS location of water shut-offs
  - 8) Acquire Paint Striper and Paint
  - 9) Surplus Property Sale – open bids, if any, for 201 W South St
- b. Discussion
- 1) Benefit for Andrew Ellis' family

**BOARD REPORTS**

**ADJOURN**

VILLAGE OF BELLFLOWER  
McLEAN COUNTY, ILLINOIS

BOARD OF TRUSTEES

FINANCIAL REPORT ACKNOWLEDGMENT  
FOR  
APRIL 10, 2024

I acknowledge that I have reviewed the following financial reports:

- Heartland Bank Account Reconciliations – 3/31/2024
- Illinois Funds Account Reconciliations – 3/31/2024
- Invoices paid 3/2024 GF and WF
- Invoices paid 4/2024 GF and WF
- QuickBooks Account Register (Heartland Bank and IL Funds) – 3/2024
- QuickBooks Balance Sheet – 4/10/2024
- QuickBooks Expenditures 3/14/2024 – 4/10/2024
- QuickBooks Fund Reports 5/1/2023 – 4/10/2024



ALLEN GRUSSING, PRESIDENT



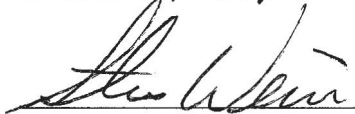
SKEE ALDRICH, TRUSTEE



TERESA DRINKWATER, TRUSTEE



BART LYTEL, TRUSTEE



STEVE WEISS, TRUSTEE



SHANE ZIMMERMAN, TRUSTEE

clerk



### Resolution for Maintenance Under the Illinois Highway Code

District	County	Resolution Number	Resolution Type	Section Number
5	McLean	R2024-01	Original	24-00000-00-GM

BE IT RESOLVED, by the President and Board of Trustees of the Village of Bellflower of McLean Illinois that there is hereby appropriated the sum of thirty-eight thousand Dollars ( \$38,000.00 )

of Motor Fuel Tax funds for the purpose of maintaining streets and highways under the applicable provisions of Illinois Highway Code from 05/01/24 to 04/30/25.

BE IT FURTHER RESOLVED, that only those operations as listed and described on the approved Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that Village of Bellflower shall submit within three months after the end of the maintenance period as stated above, to the Department of Transportation, on forms available from the Department, a certified statement showing expenditures and the balances remaining in the funds authorized for expenditure by the Department under this appropriation, and

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I Herbert Youngblood Village Clerk in and for said Village of Bellflower in the State of Illinois, and keeper of the records and files thereof, as

provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the President and Board of Trustees of Bellflower at a meeting held on 04/10/24

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 10th day of April, 2024

(SEAL, if required by the LPA)



Clerk Signature & Date  
Herbert L. Youngblood 4/10/2024

APPROVED

Regional Engineer Signature & Date  
 Department of Transportation  
Paul A. Jarnal 042524



Local Public Agency General Maintenance

Submittal Type

Estimate of Maintenance Costs

District  Estimate of Cost For

Local Public Agency	County	Section Number	Maintenance Period	
			Beginning	Ending
Village of Bellflower	McLean	24-00000-00-GM	05/01/24	04/30/25

Maintenance Items

Maintenance Operation	Maint Eng Category	Insp. Req.	Material Categories/ Point of Delivery or Work Performed by an Outside Contractor	Unit	Quantity	Unit Cost	Cost	Total Maintenance Operation Cost
1) Replace Street Signs	IIA	No	Signs	EACH	20	\$300.00	\$6,000.00	\$6,000.00
2) Aggregate for Roadways, Alleys, Shoulders, and Drives	IIA	No	Aggregate Surface Course, Type B (Furnish and Place)	TON	40	\$45.00	\$1,800.00	\$1,800.00
3) Spray Patch	IIA	No	Bituminous Materials Spray Patch	GAL	1,500	\$7.90	\$11,850.00	
			Spray Patch Aggregate	TON	50	\$32.00	\$1,600.00	\$13,450.00
4) Roadway Scarification, Add Aggregate Base Material to Replace Existing Base Material	IIA	No	Preparation of Base	SQ YD	800	\$5.00	\$4,000.00	
			Aggregate Base	TON	180	\$50.00	\$9,000.00	\$13,000.00
<b>Total Operation Cost</b>								<b>\$34,250.00</b>

Estimate of Maintenance Costs Summary

Maintenance	MFT Funds	RBI Funds	Other Funds	Estimated Costs
Local Public Agency Labor				
Local Public Agency Equipment				
Materials/Contracts(Non Bid Items)	\$34,250.00			\$34,250.00
Materials/Deliver & Install/Materials Quotations (Bid Items)				
Formal Contract (Bid Items)				
<b>Maintenance Total</b>	<b>\$34,250.00</b>			<b>\$34,250.00</b>

Estimated Maintenance Eng Costs Summary

Maintenance Engineering	MFT Funds	RBI Funds	Other Funds	Total Est Costs
Preliminary Engineering	\$1,935.00			\$1,935.00
Engineering Inspection				
Material Testing				
Advertising				
Bridge Inspection Engineering				
<b>Maintenance Engineering Total</b>	<b>\$1,935.00</b>			<b>\$1,935.00</b>
<b>Total Estimated Maintenance</b>	<b>\$36,185.00</b>			<b>\$36,185.00</b>

Remarks

Estimate of Maintenance Costs

Submittal Type

Local Public Agency	County	Section	Maintenance Period	
			Beginning	Ending
Village of Bellflower	McLean	24-00000-00-GM	05/01/24	04/30/25

**SUBMITTED**

Local Public Agency Official Signature & Date

*Allen D. Grussing 4-10-2024*

Title

Allen D Grussing, Village President

**APPROVED**

Regional Engineer Signature & Date

Department of Transportation

County Engineer/Superintendent of Highways Signature & Date

*Steve A. James 042524*

**IDOT Department Use Only**

Received Location    Received Date    Additional Location?

WMFT Entry By

Entry Date





## Maintenance Engineering to be Performed by a Consulting Engineer

Local Public Agency	County	Section Number
Village of Bellflower	McLean	24-00000-00-GM

The services to be performed by the consulting engineer, pertaining to the various items of work included in the estimated cost of the maintenance operations (BLR 14222), shall consist of the following:

**PRELIMINARY ENGINEERING shall include:**

Investigation of the condition of the streets or highways for determination (in consultation with the local highway authority) of the maintenance operations to be included in the maintenance program; preparation of the maintenance resolution (BLR 14220 for municipalities and counties), maintenance estimate of cost and, if applicable, proposal; attendance at meetings of the governing body as may reasonably be required; attendance at public letting; preparation of the contract, quotations, and/or acceptance (BLR 12330) form. Also, preparation of the maintenance expenditure statement which must be submitted to IDOT within 3 months of the end of the maintenance period.

**ENGINEERING INSPECTION shall include:**

Furnishing the engineering field inspection, including preparation of payment estimate for contract, material proposal and/or deliver and install proposal and/or checking material invoices of those maintenance operations requiring engineering field inspection. For operations requiring material testing ensure the testing is completed by a qualified firm.

For furnishing preliminary engineering, the engineer will be paid a base fee PLUS a negotiated fee percentage. Only one base fee can be charged per maintenance period. For furnishing engineering inspection, the engineer will be paid a negotiated fee percentage. The negotiated preliminary engineering fee percentage for each maintenance group shown in the "Schedule of Fees" shall be applied to the total estimated costs of that group. The negotiated fee for engineering inspection for each maintenance group shall be applied to the total final cost of that group for the times which required engineering inspections. In no case shall this be construed to include supervision of the contractor operations.

### SCHEDULE OF FEES

Total of all Maintenance Operations:

<= \$20,000 Base Fee 
 > \$20,000 Base Fee = \$1,250.00

PLUS					
Maintenance Engineering Category	Preliminary Engineering		Engineering Inspection		Operation(s) to be Inspected
	Maximum Fee %	Negotiated Fee %	Maximum Fee %	Negotiated Fee %	
I	NA	NA	NA	NA	NA
IIA	2%	2%	1%	0%	NA
IIB	3%	0%	3%	0%	NA
III	4%	0%	4%	0%	NA
IV	5%	0%	6%	0%	NA

The LPA certifies that the selection of the ENGINEER was performed in accordance with the Local Government Professional Service Selection Act 50 (ILCS 510/1-510/8) and procedures outlined in Chapter 5 of the DEPARTMENT's Bureau of Local Roads and Streets Manual.

BY:  
Local Public Agency Signature & Date

4-10-2024

Title

Allen D. Grussing, Village President

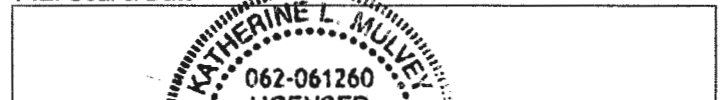
BY:  
Consulting Engineer Signature & Date

4/18/24

Title

Engr. Mgr.

P.E. Seal & Date



Approved:  
Regional Engineer, IDOT Signature & Date

042524

# INVOICE

Shelton Stump Removal  
306 S prairie street  
Bellflower, Illinois 61724

sheltonstumpremoval@gmail.com  
+1 (309) 830-9764



## Village of Bellflower

### Bill to

Village of Bellflower

### Invoice details

Invoice no.: 1030  
Invoice date: 04/08/2024  
Due date: 05/08/2024

#	Date	Product or service	Description	SKU	Qty	Rate	Amount
1.		<b>Stump Removal</b>	Grind Stump, remove grindings, backfill, and grass seed and straw			\$700.00	\$700.00
2.		<b>Tree Removal</b>				\$1,400.00	\$1,400.00
						<b>Total</b>	<b>\$2,100.00</b>

### Ways to pay



### Note to customer

Thank you for your business.

---

## ***K & K Coating, LLC***

***118 W 8<sup>th</sup> Street***

***Gibson City, IL 60936***

***PH# 217-784-4889 – FX# 217-784-8311***

***Website: [kandkcoating.com](http://kandkcoating.com); E-mail: [kkcoating@hotmail.com](mailto:kkcoating@hotmail.com)***

---

### ***Proposal***

March 26, 2024

Village of Bellflower  
206 North Latcha  
Bellflower, IL 61724  
Attn: Allen Grussing  
PH# 309-929-9059  
[vob.mayor@outlook.com](mailto:vob.mayor@outlook.com)

### **Library Building**

**Metal Building Roof and Sides:** Labor and material to power wash roof and sides, prime complete roof, spot prime sides and apply finish coat Graber Bright White to the roof and sides - **\$5,470.00 includes prevailing wage**

Thank You  
I appreciate your business,

---

Kyle M. Obert

**All work will be done in compliance with K & K Coating and OSHA Guidelines**

\* If proposal is accepted we would like the insulated wires inspected by the utility company or a licensed electrician from point entry into the building and to area 50ft away from building with confirmation – we want to insure the safety of our employees\*

Marking Wand	34.99
6 Boxes Paint	260.88
	295.87



**Rust-Oleum® Professional Inverted Spray Paint Marking Wand**

Model Number: 2393000 | Menards® SKU: 5617951

EVERYDAY LOW PRICE \$34.99  
 11% REBATE\* Good Through 4/7/24 \$3.85  


---

**PRICE AFTER REBATE\*** **\$ 31 14**  
 each



**Rust-Oleum® Professional Flat Yellow Inverted Striping Spray Paint 18 oz. - 6 Pack**

Model Number: P2548849 | Menards® SKU: 5575404

EVERYDAY LOW PRICE \$43.48  
 11% REBATE\* Good Through 4/7/24 \$4.78  


---

**PRICE AFTER REBATE\*** **\$ 38 70**  
 /pack