BOARD OF TRUSTEES MINUTES AUGUST 14, 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 August 12, 2024, at 1:45 p.m.

BOARD ATTENDANCE

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

Absent: Trustee Bart Lytel

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

VILLAGE OFFICIALS PRESENT – Clerk Herb Youngblood

PUBLIC ATTENDANCE – None

PUBLIC COMMENT

None.

CONSENT AGENDA

a. Approve minutes of the regular meeting held on July 10, 2024.

b. Approve expenditures during the period of July 11, 2024 through August 14, 2024.

MOTION by Trustee Aldrich to approve the foregoing consent agenda items. Seconded by Trustee Weiss. Voice vote: 4 yes; -0- no. Motion passed.

POLICE ACTIVITIES

July 2024 – 20 citations; 4 rock trucks pulled over

UNFINISHED BUSINESS

- a. Community Center
 - 1) Install video surveillance signs in progress.
 - 2) Replace central hall skylight COMPLETE.
 - 3) Replace kitchen range hood exhaust fan equipment in, waiting on cooler weather. Warranty is 3 years motor, 1 year bearings/shaft.
- b. Don Harden Field
 - 1) Repairs to concession stand and restroom doors notified Popejoy of approval.
 - 2) Remove outfield fence COMPLETE.
- c. Equipment repairs to Allis-Chalmers tractor and pull-behind mower are in progress.
- d. Sidewalk replacements Community Center and Christian Church are COMPLETE.
- e. Water system
 - 1) GIS mapping 23 locations still to be mapped.
 - 2) Hydrant flushing position Eston Ellis would like to be replaced. Suggestion to contact Chuck Trotter.

3) Stress test emergency well #3 – President Grussing and Trustee Zimmerman met with Mitch Yeadon. Mitch hopes to have some IEPA answers within 2 weeks, then another meeting will be scheduled.

NEW BUSINESS

- a. Action
 - MOTION by Trustee Aldrich to approve Ordinance 2024-06 "An Ordinance Amending the FY24-25 Salary Schedule and the Related Paid Leave Policy" (copy attached). Seconded by Trustee Weiss. Roll call vote: Yes-Trustees Aldrich, Drinkwater, Weiss, and Zimmerman. No-None. Absent-Trustee Lytel. Vote summary: Yes (4), No (-0-), Absent (1). Motion passed.
 - 2) MOTION by Trustee Zimmerman to approve the following Community Center maintenance estimates:
 - a) DH Pace estimate to replace the cafeteria exterior entrance doors with a single 36.inch door and sidelights for \$10,995 (copy attached). [NOTE: Approval updated at the September 11, 2024 meeting for a 42-inch door and sidelights up to \$12,000.]
 - b) McCormick Service estimate to replace the gym kitchen pop cooler with a Norlake commercial refrigerator for \$1,500 (copy attached).
 - c) Bob Althouse's verbal estimate to install a security light on the east side of the gym for approximately \$800.
 - d) DH Pace estimate to replace the overhead door on the mower shed for \$2,101.
 - Seconded by Trustee Drinkwater. Voice vote: 4 yes, -0- no. Motion passed.
 - 3) MOTION by Trustee Zimmerman to approve the DH Pace estimate to replace spring and related parts on 2 overhead doors at the village garage for \$1,480 (copy attached). Seconded by Trustee Aldrich. Voice vote: 4 yes, -0- no. Motion passed.
 - MOTION by Trustee Weiss to purchase a Craftsman leaf blower from Gibson City Ace Hardware for \$149.99 (copy attached). Seconded by Trustee Aldrich. Voice vote: 4 yes, -0no. Motion passed.
 - 5) MOTION by Trustee Drinkwater to declare as surplus property the old broken push mower stored in the Community Center mower shed and donate to the Lions Club metal recycling effort. Seconded by Trustee Weiss. Voice vote: 4 yes, -0- no. Motion passed.
 - 6) MOTION by Trustee Zimmerman to approve the Schoonover Sewer Service estimate to hydro-jet stormwater drains in the village, excluding the drains on State Street (McLean County Route 5) (copy attached). Seconded by Trustee Aldrich. Voice vote: 4 yes, -0- no. Motion passed.
 - 7) MOTION by Trustee Weiss to install replacement water shutoff valves at 501 N State St (Carl Brown) and 604 E Kleinbeck St (James Fischer). Seconded by Trustee Zimmerman. Voice vote: 4 yes, -0- no. Motion passed.
 - 8) Surplus Property Sale of 201 W South St no offers to purchase received.

BOARD REPORTS

President Grussing

- Community Center one picnic table was moved from Don Harden Field to the playground on the west side of the gym.
- Don Harden Field Chris Zimmerman submitted a proposal to Blue Ridge school about using our baseball field. When any future meetings are scheduled, Trustee Drinkwater will also be present.
- Grounds dead tree at Don Harden Field removed.

- Parks need to contact the ISU Office of Sustainability to see if they would participate in landscaping the N Latcha St park.
- Streets
 - Steven Sprau will estimate tree trimming needed before winter.
 - Township Highway Commissioner Marion Shelton installed gravel to fill in the holes located in the alley at Adam Hobbs.
 - Street signs to be ordered. Mayor Mike James, Village of Downs, indicates he has personnel that we could pay to install the signs.
- Water Surface Water Protection Plan submitted to IEPA.
- Attended a state Americans with Disabilities Act meeting in Bloomington. Things we need:
 - Assign an ADA coordinator and develop ADA grievance procedures.
 - Create an ordinance for sidewalk maintenance which also addresses ADA issues.
 - \circ $\;$ Ensure all public buildings are in ADA compliance.
- Paperwork to obtain the State Senator Sally Turner grant has been submitted.
- Property maintenance violation letters need to be issued.
- Planning to attend the McLean County board meeting tomorrow (8/15) and oppose an effort to tax all county residents for the construction of a monument to honor civil war veterans which would be in Bloomington's Franklin Park. Funds for this should come solely from donations and/or City of Bloomington contributions, not from all county taxpayers.

Trustee Drinkwater

- July 4th celebration incurred an approximate \$1,600 loss.
- Would like to schedule a community movie night after school starts.

Trustee Zimmerman – the dirt around the fire hydrant installed at W South St/State Highway 54 needs to be smoothed out and seeded. President Grussing mentioned the ground behind the Community Center rear backstop at S Vine/Hinshaw, previously dug up to fix broken tile, also needs to be smoothed out and seeded. Cody Shelton will be contacted.

Trustee Weiss - does the Don Harden Field scoreboard work? It has, but probably needs repair.

ADJOURN

President Grussing adjourned the meeting at 9:15 p.m.

BOARD OF TRUSTEES MEETING NOTICE AND AGENDA AUGUST 14, 2024

The next regular meeting of the Village of Bellflower Board of Trustees will be held Wednesday, August 14, 2024, 7:00 p.m., in the Village Office at the Bellflower Community Center, 104 W Center Street, Bellflower.

CALL TO ORDER

PUBLIC COMMENT

CONSENT AGENDA

- Approve minutes of the regular meeting held July 10, 2024
- Approve expenditures during the period July 11, 2024 through August 14, 2024

POLICE ACTIVITIES

UNFINISHED BUSINESS

- a. Community Center
 - 1) Install video surveillance signs
 - 2) Replace central hall skylight
 - 3) Replace kitchen range hood exhaust fan
- b. Don Harden Field
 - 1) Repairs to concession stand and restroom doors
 - 2) Remove outfield fence
- c. Equipment repairs to Allis-Chalmers tractor and pull-behind mower
- d. Sidewalk replacements Community Center and Christian Church
- e. Water system
 - 1) GIS mapping
 - 2) Hydrant flushing position
 - 3) Stress test emergency well #3

NEW BUSINESS

- a. Action
 - 1) Approve Ordinance 2024-06 FY25 Salary Schedule and Paid Leave
 - 2) Community Center
 - a) Replace exterior entrance doors
 - b) Replace gym kitchen pop cooler
 - c) Install security light on east side of gym
 - d) Replace garage overhead door
 - 3) Don Harden Field replace garage door springs
 - 4) Grounds
 - a) Purchase leaf blower
 - b) Surplus old push mower
 - 5) Streets perform hydro-jetting of stormwater drains
 - 6) Water system install shutoff valves at 501 N State (Brown), 604 E Kleinbeck (Fischer)
 - 7) Surplus Property Sale open bids, if any, for 201 W South St

BOARD REPORTS

<u>ADJOURN</u>

Posted – Bellflower Community Center Exterior Bulletin Board on 8/12/2024 at 1:45 p.m. 2024-08-14 Meeting Notice and Agenda

BOARD OF TRUSTEES

FINANCIAL REPORT ACKNOWLEDGMENT FOR AUGUST 14, 2024

I acknowledge that I have reviewed the following financial reports:

- Heartland Bank Account Reconciliations 7/31/2024
- Illinois Funds Account Reconciliations 7/31/2024
- Invoices paid 7/2024 GF and WF
- Invoices paid 8/2024 GF and WF
- Invoices paid 8/2024 MFT
- QuickBooks Account Register (Heartland Bank and IL Funds) 7/2024
- QuickBooks Balance Sheet 8/14/2024
- QuickBooks Expenditures 7/11/2024 8/14/2024
- QuickBooks Fund Reports 5/1/2024-8/14/2024

ALLEN GRUSSING, PRESIDENT

KU.

SKEE ALDRICH, TRUSTEE

DRINKWATER, TRUSTEE

BART LYTEL, TRUSTEE

STEVE WEISS, TRUSTEE

SHANE ZOMMERMAN, TRUSTEE

ORDINANCE NUMBER 2024-06

AN ORDINANCE AMENDING THE FY24-25 SALARY SCHEDULE AND THE RELATED PAID LEAVE POLICY

Allen D. Grussing, Village President

Village Trustees Skee Aldrich Teresa Drinkwater Bart Lytel Steve Weiss Shane Zimmerman

Herbert L. Youngblood, Village Clerk

Published in pamphlet form by authority of the President and Trustees of the Village of Bellflower on August 14, 2024

ORDINANCE NO. 2024-06

AN ORDINANCE AMENDING THE FY24-25 SALARY SCHEDULE AND THE RELATED PAID LEAVE POLICY

WHEREAS, the Illinois Municipal Code, 65 ILCS 5/1-2-1, provides that the corporate authorities of each municipality may pass all ordinances and make all rules and regulations proper or necessary to carry into effect the powers granted to municipalities, with such fines or penalties as may be deemed proper; and

WHEREAS, a Paid Leave Policy was adopted by village ordinance 2023-04 on December 13, 2023, which created Chapter 3.17 within the Bellflower Municipal Code of 1975 (as amended), but the Emergency Management Agency (EMA) Coordinator position was not identified; and

WHEREAS, Jesse Fink was appointed EMA Coordinator by the village board on July 10, 2024, but neither his salary nor a paid leave policy for the position were established; and

WHEREAS, the Illinois Environmental Protection Agency (IEPA) records identify the village Water Superintendent and Assistant Water Superintendent differently than the village does, and it is necessary to adjust village records to align with the long-standing IEPA identification.

NOW, THEREFORE, be it ordained by the President and Board of Trustees of the Village of Bellflower, McLean County, Illinois, as follows:

Section 1. The foregoing recitals shall be and are hereby incorporated as findings of fact as if said recitals were fully set forth herein.

Section 2. The salary for Jesse Fink, EMA Coordinator shall be \$360.00 annually or \$30.00 monthly. As a salaried employee, the assumed monthly hours used to determine paid leave for the EMA Coordinator position shall be 2 hours per month.

Section 3. Village records shall be updated to reflect the following changes effective with the September 10, 2024 payroll:

CHANGE	WATER SUPERINTENDENT	ASSISTANT WATER SUPERINTENDENT
Employee Name	FROM Chad Yeadon	FROM Thomas "Mitch" Yeadon
	TO Thomas "Mitch" Yeadon	TO Chad Yeadon
Monthly Salary	\$500.00	\$400.00
Paid Leave	FROM 5 hours	FROM 60 hours
Monthly Assumed Hours	TO 60 hours	TO 5 hours

Section 4. Repeal of Conflicting Provisions. All ordinances, resolutions, and policies or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of the conflict, expressly repealed on the effective date of this Ordinance.

Section 5. Severability. If any provision of this Ordinance or application thereof to any person or circumstance is ruled unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid application or provision, and each invalid provision or invalid application of this Ordinance is severable.

Section 6. The clerk is directed by the corporate authorities to publish this Ordinance in pamphlet form. This Ordinance shall be in full force and effect after its adoption, approval, and publication in accordance with 65 ILCS 5/1-2-4.

ADOPTED this 14th day of August 2024 by a roll call vote as follows:

	YES	NO	ABSENT	PRESENT
Aldrich	X			
Drinkwater	X			
Lytel			X	
Weiss	X			
Zimmerman	X			
Grussing (to the extent that the				
President's vote may be needed)				
TOTAL	14		1	Men and a second second

APPROVED this 14th day of August 2024.

Allen D. Grussing, Village President 🖌

ATTEST:

Herbert L. Youngblood, Willage Clerk



CERTIFICATE OF PUBLICATION

I, Herbert L. Youngblood, certify that I am the duly appointed village clerk of the Village of Bellflower, McLean County, Illinois.

l further certify that on August 14, 2024, the Corporate Authorities of such municipality passed and approved Ordinance No. 2024-06, entitled:

AN ORDINANCE AMENDING THE FY24-25 SALARY SCHEDULE AND THE RELATED PAID LEAVE POLICY

which provided by its terms that it should be published in accordance with the law.

The pamphlet form of Ordinance No. 2024-06 was published on August 14, 2024. Beginning on August 15, 2024, and continuing for at least ten days thereafter, a "Notice of Ordinance Publication" was posted on the exterior bulletin board of the Bellflower Community Center, where the village office is located, and on the Village of Bellflower website. The notice, a copy of which is attached hereto, announced the availability of the ordinance for public inspection, upon request, in the village office.

Dated at Bellflower, Illinois, this 24 TH day of August 2024.

Herbert L. Youngblood, Vilage Clerk

NOTICE OF ORDINANCE PUBLICATION

I, Herbert L. Youngblood, certify that I am the duly appointed village clerk of the Village of Bellflower, McLean County, Illinois.

I further certify that on August 14, 2024, the Corporate Authorities of such municipality passed and approved Ordinance No. 2024-06, entitled:

AN ORDINANCE AMENDING THE FY24-25 SALARY SCHEDULE AND THE RELATED PAID LEAVE POLICY

which is now available for public inspection, upon request, at the village office. Please contact the village clerk at 309-929-9059 to schedule an appointment to review the ordinance.

This notice shall be posted on the exterior bulletin board of the Bellflower Community Center, where the village office is located, and on the Village of Bellflower website beginning August 15, 2024 and continuing for at least ten days thereafter.

/s/ Herbert L. Youngblood, Village Clerk

D. H. PACE Community Center Cafeteria Door Replacement

Option 1:	Complete replacement with single 4' door and sidelights	\$11,077
Option 2:	Complete replacement with single 3' door and sidelights	\$10,995
Option 3:	Complete replacement with double 3' doors and sidelights	\$15,050
Option 4:	Replace double 3' doors; keep existing sidelights	\$ 9,970

All options (except #4) include:

- 18 gauge hollow steel doors
- 16 gauge hollow steel frame
- Top half of sidelights and transom to include ¼" clear tempered safety glass
- Lower half of sidelights will be solid
- Doors to include 22" x 28" clear tempered safety glass window
- Rim panic device
- Heavy duty door closer
- Kickplate on doors
- Threshold
- Brush sweep
- Weather strip kit
- Keyed removable mullion (for double doors only)

Option to add Wireless Push Plate Package and Automatic Door Operator \$3,750



Norlake AdvantEDGE Used Commercial Refrigerator Outside Dimension: 27" wide X 31" deep X 83.5" tall Interior Dimension: 23.5" wide X 25" deep 23 ½ cubic feet 120v Single Door – 4 shelves 5" Casters \$1,500 - no warranty at this point New would be \$3,950 Available from McCormick Services





DH Pace Company 419 Bronco Drive Bloomington, IL 61704 P 309-829-3667 • F 309-829-1377 TF 800-466-5201 DHPaceIllinois.com

			PROP	OSAL			
CUSTOMER: Address: PO Bo	Village of Bellflower			PROJECT: Con Address 1: 104 W	•	enter Stora	ge Bldg.
City: Bellflower	State: IL	Zip:	61724	Address 2:			
Phone: (309) 92	9-9059			City: Bellflower		State: IL	Zip: 61724
Email: vob.mayo	or@outlook.com						
Submitted To:	Allen Grussing		Proposal Date	: 7/25/2024	Proposal #	: 2024-07-23-C	C Storage Rev A
Submitted By:	Jeff Labuz	Sales Rep	oresentative	(309) 275-82	57 Jeff.L	abuz@dhpace.co	om
Addendums Ack	nowledged:			Drawings Dated:		Specification	s Dated:

One (1) Amarr Model 2502 Sectional Overhead Door

- Finished Opening: 9'-0" W x 7'-0" H
- Door Size: 9'-2" W x 7'-0" H
- Color: White
- 2" Standard Lift Tracks with 15" Radius
- 10,000 Cycle Springs
- Commercial Key Lock
- Perimeter Weatherseals

FURNISH AND INSTALL	\$2,101.00
ΤΑΧ	\$ 49.00
TOTAL	
*Deduct tax is project is tax exempt	

NOTES:

- The customer will be responsible for all required building permits and fees.
- If during installation, hidden or flawed structures are encountered, additional charges may apply.
- Work to be completed during standard working hours of 8:00 a.m. to 4:00 p.m., Monday through Friday.
- If a customer requires safety training prior to installation, the customer must inform DHP or extra charges will apply.
- DHP will shut down opening completely during installation.
- Our proposal excludes all electrical wiring, including control wiring, conduit, and electrical hookups.
- DHP offers 1 year warranty on all parts and labor from the date of installation (no warranty offered for existing material).
- Material and freight costs are anticipated to rise at unpredictable rates over the next several months. This quotation is based on current pricing from our suppliers and includes surcharges levied by the steel industry. Final pricing will be determined at the time the order is released for fabrication, if not accepted within the date range noted below.



DH Pace Company 419 Bronco Drive Bloomington, IL 61704 P 309-829-3667 • F 309-829-1377 TF 800-466-5201 DHPaceIllinois.com

			PROP	OSAL			
CUSTOMER: Village if Bellflower Address: PO Box 244 City: Bellflower State: IL Zip: 61724 Phone: (309) 929-9059 Email: vob.mayor@outlook.com			PROJECT: Storage Building OHD RepairAddress 1: 307 W Melvin StAddress 2:City: BellflowerState: ILZip: 61724				
Submitted To:	Allen Grussing		Proposal Date	: 7/25/2024	Proposal #	: 2024-07-23-O	HD Repair Rev A
Submitted By:	Jeff Labuz	Sales Rep	presentative	(309) 275-82	57 Jeff.L	abuz@dhpace.co	, om
Addendums Aci	nowledged:			Drawings Dated:		Specification	s Dated:

DH Pace Proposes the Following to Repair Two Existing Overhead Sectional Doors on the Storage Building

- Replace the springs and cables on the East Center Door
- Replace the springs on the West Center Door
- Two (2) Left Hand Wind .2070 Wire x 1 ¾" ID x 37" L Springs with Cones
- Two (2) Right Hand Wind .2070 Wire x 1 ¾" ID x 37" L Springs with Cones
- Four (4) 1/8" Aluminum Duplex Ferrels
- Eight (8) 1/8" Buttons
- Twenty-Four (24'-0") 1/8" Cable

FURNISH AND INSTALL	\$1,4	480.	.00
TAX	\$	20	.00
TOTAL	\$1,	500.	.00*
*Remove tax if project is tax exempt			

NOTES:

- The customer will be responsible for all required building permits and fees.
- If during installation, hidden or flawed structures are encountered, additional charges may apply.
- Work to be completed during standard working hours of 8:00 a.m. to 4:00 p.m., Monday through Friday.
- If a customer requires safety training prior to installation, the customer must inform DHP or extra charges will apply.
- DHP will shut down opening completely during installation.
- Our proposal excludes all electrical wiring, including control wiring, conduit, and electrical hookups.
- DHP offers 1 year warranty on all parts and labor from the date of installation (no warranty offered for existing material).
- Material and freight costs are anticipated to rise at unpredictable rates over the next several months. This quotation is based on current pricing from our suppliers and includes surcharges levied by the steel industry. Final pricing will be determined at the time the order is released for fabrication, if not accepted within the date range noted below.

Craftsman CMXGAAMA25BL 200 mph 430 CFM Gas Handheld Leaf Blower

Specifications

Price \$149.99

Brand Name:Craftsman Product Type: Leaf Blower Bag Included: No Blower Type: Handheld Brand Name: CRAFTSMAN CARB Compliant: Yes Depth: 10 inch Engine Displacement: 25 cubic centimetre Height: 14 inch Interchangeable Nozzle Connections: Yes Maximum CFM: 430 cubic foot per minute Model Number: CMXGAAMA25BL Noise Rating: 72 decibel Start Type: Pull Start Variable Speeds: Yes Weight: 10 pound Width: 37 inch Powered By: Gas Maximum MPH: 200 mile per hour Maximum CFM Range: 101-200 cubic foot per minute Maximum MPH Range: 201-300 mile per hour Vacuum Kit Included: No What's Included:Extra Concentrator Nozzle and 2-Cycle Oil



Product Overview

The CRAFTSMAN Gas Leaf Blower offers the convenience and power you need. The 25cc, 2-cycle gas engine is lightweight and powerful with high-performance air volume and air speed up to 430 cfm/200 mph. It is equipped with Easy Start technology for simpler pull starts, as well as easy 3-Step starting; prime, choke, pull. User friendly features enhance the design of the blower, such as the translucent fuel tank and the variable-speed throttle with cruise control. The extended nozzle with integrated scraper helps clear stubborn leaves and debris, allowing you to tackle any job.

- Powerful engine 25cc, 2-cycle engine for quick and efficient blowing
- High performance air volume and air speed up to 430 CFM/200 MPH
- Simple pull starts easy start technology
- Comfort soft grip ergonomic handle designed for max comfort
- · Control air flow variable speed throttle with cruise control
- Versatile usage metal scraper to easily dislodge tough debris
- · Lightweight design combats user fatigue
- · Bonus concentrator nozzle provides a blast of power into small spaces and corners

Available at Ace Hardware in Gibson City

SCHOONOVER SEWER SERVICE P O BOX 6027 CHAMPAIGN IL 61826-6027 Phone: 217/239-0106 E-mail: schoonoversewer@sbcglobal.net

June 26, 2024

RE: HYDRO-JETTING IN BELLFLOWER

vob.mayor@outlook.com

Per your request, we submit the following quote to hydro-jet in Bellflower:

Jetting lines for 1 st hour:	\$450 – jetter + 2 men
Trip fee	\$ 60
Jetting for each additional hour:	\$275

3 – 5 hour estimated timeframe.

We will access fire hydrants to fill up on water. If any breaks or bad spots found, \$150 additional if location equipment is needed to mark pipes.

Should you have any questions, please feel free to contact Lucas Schoonover at 217-202-5668.

Regards,

G. Lucas Schoonover Operations Supervisor

<u>Summary</u>		
First hour – jetter + 2 men 5 additional hours (\$275 X 5) Trip fee Marking pipes	\$ 450 1,375 60 50	
Total	\$2,035	