

VILLAGE OF BELLFLOWER
McLEAN COUNTY, ILLINOIS

BOARD OF TRUSTEES
MINUTES
AUGUST 13, 2025

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 11, 2025, at 4:30 p.m.

BOARD ATTENDANCE

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

Absent: None

Seven of seven board members were present, which formed a quorum.

VILLAGE OFFICIALS PRESENT – Clerk Herb Youngblood

PUBLIC ATTENDANCE – Paul Luther, Lee Bergfield, Rob Brown, Matt Johnson of Fehr Graham

PUBLIC COMMENT

Paul Luther

Status of the “Welcome” sign by the Township garage – requires IDOT approval to replace.

Status of the Catholic church – purchased by a couple who intend to convert into a home.

Lee Bergfield – starting a 4H group in September; would like to meet in the Community Center room used by 4H years ago (room 2); board will discuss and let him know.

CONSENT AGENDA

a. Approve minutes of the regular meeting held on July 9, 2025.

b. Approve expenditures during the period of July 10, 2025, through August 13, 2025.

MOTION by Trustee Lytel to approve the foregoing consent agenda items. Second by Trustee Zimmerman. Voice vote: 6 yes; -0- no. Motion passed.

POLICE ACTIVITIES

No report received from Chief Dingler.

UNFINISHED BUSINESS

a. Community Center

1) Prioritize areas for tuckpointing – Awaiting cooler weather for President Grussing to take pictures and review with the vendor to determine immediate needs.

b. Don Harden Field

1) Repair ballfield light not working – Blue Ridge High School donated 2 new lights/ballast due to their field lighting upgrades.

2) Repair light pole conduit wiring – plans are for Bob Althouse to work on b(1) and b(2) during the weekend of August 16-17.

3) Village Garage roof repair – Trustee Zimmerman has not found a pattern match for the missing piece; will check with a building contractor.

c. Financial (Senator Turner grant) – awaiting first reimbursement check.

- d. Emergency storm siren remote activation – the siren needs repair. Looked at a possible siren replacement using Bloomington surplus, but it is too large and old. EMERGENCY MOTION by Trustee Drinkwater to repair the existing siren at a cost of approximately \$2,000. Second by Trustee Ellis. Voice vote: 6 yes; -0- no. Motion passed.
- e. Streets
 - 1) Hydro-jetting stormwater drains – Rob Brown awaiting list of what is needed.
 - 2) MFT street sign replacement – received IDOT approval. Will contact Village of Downs to work on this in cooler weather.
- f. Water system
 - 1) Install bollards at Feed Mill flushing hydrant – COMPLETE.
 - 2) Distribute Cross Connection Survey – preparing draft using IRWA template.
 - 3) Replace well #3 – project will begin once a new village engineer is selected.

NEW BUSINESS

- a. Presentation by Matthew (Matt) Johnson, Fehr Graham (FG) Engineering in Champaign, IL
 - FG founded 1973; 2023 partnered with Trilon Group, a family of infrastructure consulting business throughout North America; FG has 7 offices in IL, 3 in Iowa, and 2 in Wisconsin.
 - Services several small municipalities like Bellflower.
 - Matt is branch manager and his specialties are water and wastewater.
 - Full-service firm – water, wastewater, municipal engineering, land development, funding solutions, structural engineering, parks and recreation, environmental remediation, and building inspections to comply with recent IL laws.
 - They can work on water projects in McLean County (water certification is at the state level). Wastewater certification is at the county level.

President Grussing contacted several client references. All feedback was positive.

MOTION by Trustee Zimmerman to employ Fehr Graham as village engineer to replace Farnsworth Group. Second by Trustee Lytel. Voice vote: 6 yes; -0- no. Motion passed.

- b. Action
 - 1) MOTION by Trustee Drinkwater to accept JC's Heating-Cooling proposal to replace the HVAC system at the Depot for \$7,227.38 (copy attached). Second by Trustee Weiss. Voice vote: 6 yes; -0- no. Motion passed.
 - 2) MOTION by Trustee Lytel to accept JC's Heating-Cooling proposal to add air conditioning to the HVAC system at the Library for \$6,550.00 (copy attached). Second by Trustee Weiss. Voice vote: 6 yes; -0- no. Motion passed.
 - 3) Storage shelves for archived village files – Rob Brown offered some surplus shelving for President Grussing to check out.
 - 4) Sell surplus equipment – 2 bids received:
 - a) Todd Bedford - \$800 for Allis-Chalmers Diesel Tractor (copy attached). MOTION by Trustee Ellis to reject the bid. Second by Trustee Drinkwater. Voice vote: 6 yes; -0- no. Motion passed.
 - b) John Meyer - \$50.00 for Stihl String Trimmer (copy attached). MOTION by Trustee Drinkwater to accept the bid. Second by Trustee Weiss. Voice vote: 6 yes; -0- no. Motion passed.
 - 5) Sell surplus property located at 201 W South St – no bids received.

BOARD REPORTS

President Grussing

- Don Harden Field Concession Stand – July 4th soda, food, candy, and garbage need to be removed.
- Right of Way permit for GHB Enterprise to install fiber optic service within the village has been approved. Received a map (copy attached) showing planned vault locations.
- Library porch repairs – contacted by someone willing to fund the project. Trustee Lytel asked if this would then activate ADA requirements. Will check with village attorney.
- Marcy Wachstetter again plans to use the gym during the winter for Gibson City boys' basketball. She would like to clean the gym floor, at no cost, using commercial equipment.
- Chris Zimmerman emailed about an IDNR grant for Don Harden Field improvements. The board has no interest, other than for possible backstop repair/replacement. Any park grants will be focused on upgrades at the N Latcha Street park.
- McLean County Regional Planning Commission is updating the county's Future Strategic Land Use map. Although there is no change for Bellflower, there are several errors in zoning. Will send corrections and a copy of our zoning map.
- Water
 - JULIE positive response system – beginning 1/1/2026, Mitch Yeadon will be required to enter a completion code in the JULIE online system for every water locate request. We will be fined if the online updates are not entered.
 - A summary of the 2025 IEPA field study findings and status was distributed (copy attached). In response to the 2025 on-site water system audit, required and suggested actions to be taken are shown along with the current status.

Trustee Zimmerman – Feed Mill alley has a sinking spot that needs to be filled in.

Trustee Drinkwater – planning to hold an open meeting to solicit volunteers to help with village events, especially July 4th. The work required is becoming overwhelming for one person.

ADJOURN

President Grussing adjourned the meeting at 9:03 p.m.

VILLAGE OF BELLFLOWER
McLEAN COUNTY, ILLINOIS

BOARD OF TRUSTEES
MEETING NOTICE AND AGENDA
AUGUST 13, 2025

The next regular meeting of the Village of Bellflower Board of Trustees will be held Wednesday, August 13, 2025, 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 9, 2025
- Approve expenditures during the period July 10, 2025, through August 13, 2025

POLICE ACTIVITIES

UNFINISHED BUSINESS

- a. Community Center
 - 1) Prioritize areas for tuckpointing
- b. Don Harden Field
 - 1) Repair ballfield lights not working
 - 2) Repair conduit on light pole
 - 3) Village Garage – repair roof
- c. Senator Turner grant
- d. Storm siren remote activation
- e. Streets
 - 1) Hydro-vac and clean street drains and catch basins
 - 2) Install MFT signs (street, handicap, dead end)
- f. Water system
 - 1) Install bollards at Feed Mill flushing hydrant
 - 2) Distribute Cross Connection Survey
 - 3) Replace well #3

NEW BUSINESS

- a. Presentation – Fehr Graham
- b. Action
 - 1) Replace Depot HVAC
 - 2) Add air conditioning to Library HVAC
 - 3) Purchase storage shelves for archived village files
 - 4) Sell surplus property and/or equipment

BOARD REPORTS

ADJOURN

VILLAGE OF BELLFLOWER
McLEAN COUNTY, ILLINOIS

BOARD OF TRUSTEES

FINANCIAL REPORT ACKNOWLEDGMENT
FOR
AUGUST 13, 2025

I acknowledge that I have reviewed the following financial reports:

- Heartland Bank Account Reconciliations – 7/31/2025
- Illinois Funds Account Reconciliations – 7/31/2025
- Invoices paid 7/2025 GF and WF
- Invoices paid 8/2025 GF and WF
- Invoices paid 8/2025 MFT
- QuickBooks Account Register (Heartland Bank and IL Funds) – 7/2025
- QuickBooks Balance Sheet – 8/13/2025
- QuickBooks Expenditures 7/10/2025 – 8/13/2025
- QuickBooks Fund P&Ls 5/1/2025-8/13/2025


ALLEN GRUSSING, PRESIDENT


SKEE ALDRICH, TRUSTEE


TERESA DRINKWATER, TRUSTEE


BETH ELLIS, TRUSTEE


BART LYTEL, TRUSTEE


STEVE WEISS, TRUSTEE


SHANE ZIMMERMAN, TRUSTEE

JC's Heating-Cooling & Plumbing, Inc.
304 E 1st Street
Gibson City, IL 60936



PROPOSAL

Presented to:
Village of Bellflower
PO BOX 244
Bellflower, IL 61724

Customer Contact:
H: (309) 929-9059
M: (347) 334-4386
E: vob.treasurer@outlook.com

Job # 13913
Job Name THE DEPOT
Proposal # P-13913-3
Technician
Issue Date Jul 23 2025

Service Location:
Depot
210 N Latcha St
Bellflower, IL 61724

Price: \$7,227.38

Description	Qty	Price
Package unit Estimate for the Depot	1	\$6,995.00
This is an estimate for a Daikin 2.5 ton A/C-80,000 heat package unit. This includes all material and labor to complete the job.		
Option-For a Goodman package unit-Additional \$1200.00		
ECOBEE THERMOSTAT	1	\$232.38
Price		\$7,227.38

Review and Sign

Customer Approval:

☐ I accept this proposal and agree to the terms and conditions.

JC's Heating-Cooling & Plumbing, Inc.
304 E 1st Street
Gibson City, IL 60936



PROPOSAL

Presented to:
Village of Bellflower
PO BOX 244
Bellflower, IL 61724

Job # 27832
Job Name LIBRARY
Proposal # P-27832-2
Technician
Issue Date Jul 23 2025

Customer Contact:
H: (309) 929-9059
M: (347) 334-4386
E: vob.treasurer@outlook.com

Service Location:
Library
206 N Latcha St
Bellflower, IL 61724

Price: \$6,550.00

Description	Qty	Price
A/C ADD-ON	1	\$6,550.00

This is an estimate to add on a new 14 seer Carrier air conditioner with a new horizontal cased coil. This includes new line set, disconnect, whip, A/C pad, drain line, WIFI thermostat, secondary pan under new coil, main power to outside unit, all misc material, and labor to complete the job.

Price	\$6,550.00
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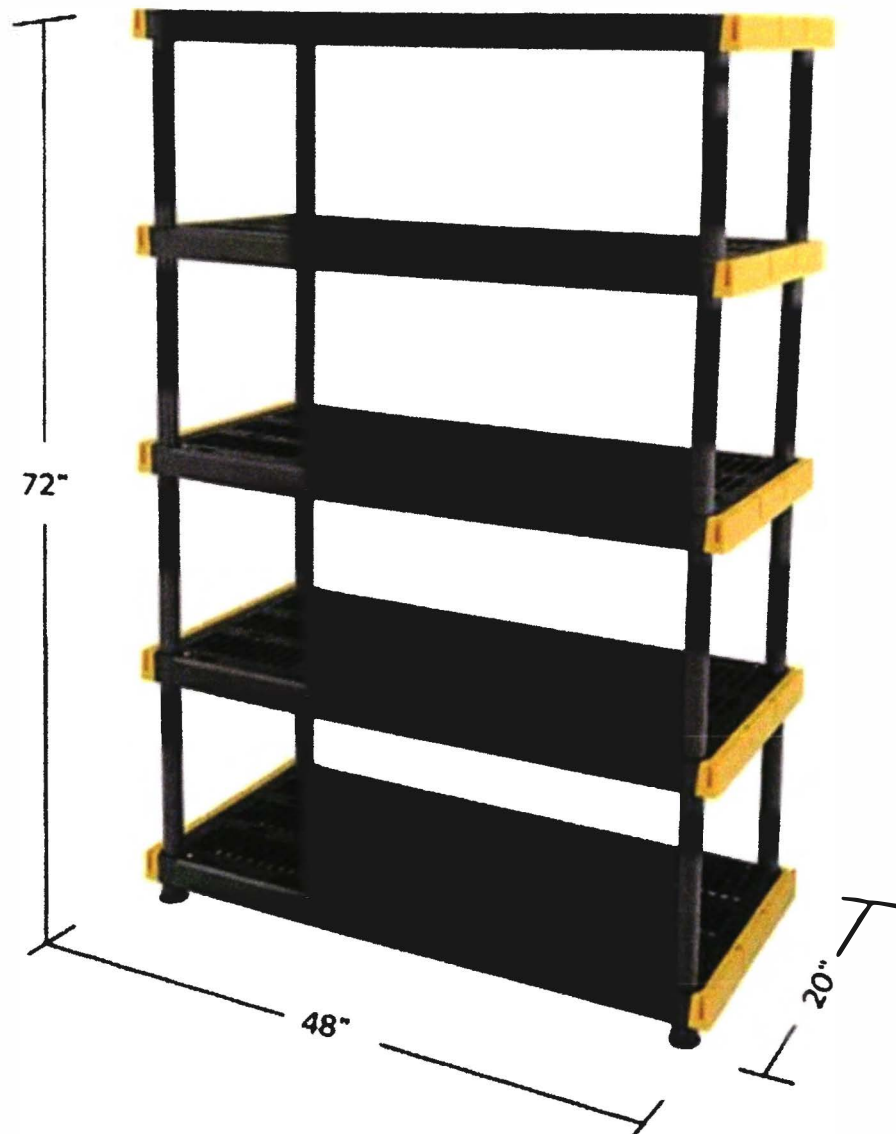
Review and Sign

Customer Approval:

☐ I accept this proposal and agree to the terms and conditions.

Member's Mark 5-Tier Heavy-Duty Shelf

To hold all file boxes from past years stored in the front office.



Sam's Regular Price: \$69.98/each X 6 = \$419.88

(Possible Sam's Discount Price: \$59.98/each X 6 = \$359.88)

**VILLAGE OF BELLFLOWER
SURPLUS EQUIPMENT BID FORM**

SUBMITTED BY (PLEASE PRINT):

NAME

Todd Bedford

PHONE

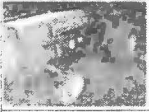
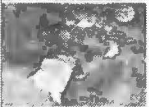



(309) 660-1892

EMAIL ADDRESS

+bedford123@yahoo.com

MAILING ADDRESS

P.O. Box 181 Bellflower IL 61724

	ITEM	BID AMOUNT
	ALLIS-CHALMERS DIESEL TRACTOR	\$ <u>800.00</u>
	WOODS PULL-BEHIND MOWER	\$ _____
	TORO Z MASTER PROFESSIONAL 7000 DIESEL MOWER	\$ _____
	YARD MACHINES 20-INCH PUSH MOWER	\$ _____
	STIHL STRING TRIMMER	\$ _____
TOTAL BID SUBMITTED		\$ _____

I ACKNOWLEDGE AND AGREE TO THE TERMS OF SALE DESCRIBED BELOW.

SIGNATURE

Todd Bedford

DATE

7-24-25

TERMS OF SALE:

The village disclaims any warranty, expressed or implied, of merchantability or fitness for a particular purpose.

All items are sold in their present condition "as is" and "where is."

Sale price is payable by cash or bank certified/cashier/teller check to VILLAGE OF BELLFLOWER.

Submit your bid proposal to purchase any of or all the surplus equipment by mail to:

Village of Bellflower
Surplus Equipment Bid
PO Box 244
Bellflower, IL 61724-0244

The Village of Bellflower reserves the right to reject any and all bids.

JULY 2025

**VILLAGE OF BELLFLOWER
SURPLUS EQUIPMENT BID FORM**


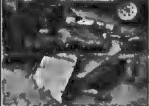
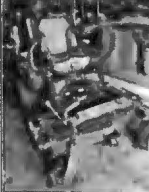


SUBMITTED BY (PLEASE PRINT):

NAME John Meyer

PHONE (406) 360-4051

EMAIL ADDRESS johnjmeyer01@gmail.com

MAILING ADDRESS PO Box 54 Bellflower

ITEM		BID AMOUNT
	ALLIS-CHALMERS DIESEL TRACTOR	\$ _____
	WOODS PULL-BEHIND MOWER	\$ _____
	TORO Z MASTER PROFESSIONAL 7000 DIESEL MOWER	\$ _____
	YARD MACHINES 20-INCH PUSH MOWER	\$ _____
	STIHL STRING TRIMMER	\$ <u>50.00</u>
TOTAL BID SUBMITTED		\$ <u>50.00</u>

I ACKNOWLEDGE AND AGREE TO THE TERMS OF SALE DESCRIBED BELOW.

SIGNATURE

John Meyer

DATE

8/10/25

TERMS OF SALE:

The village disclaims any warranty, expressed or implied, of merchantability or fitness for a particular purpose.

All items are sold in their present condition "as is" and "where is."

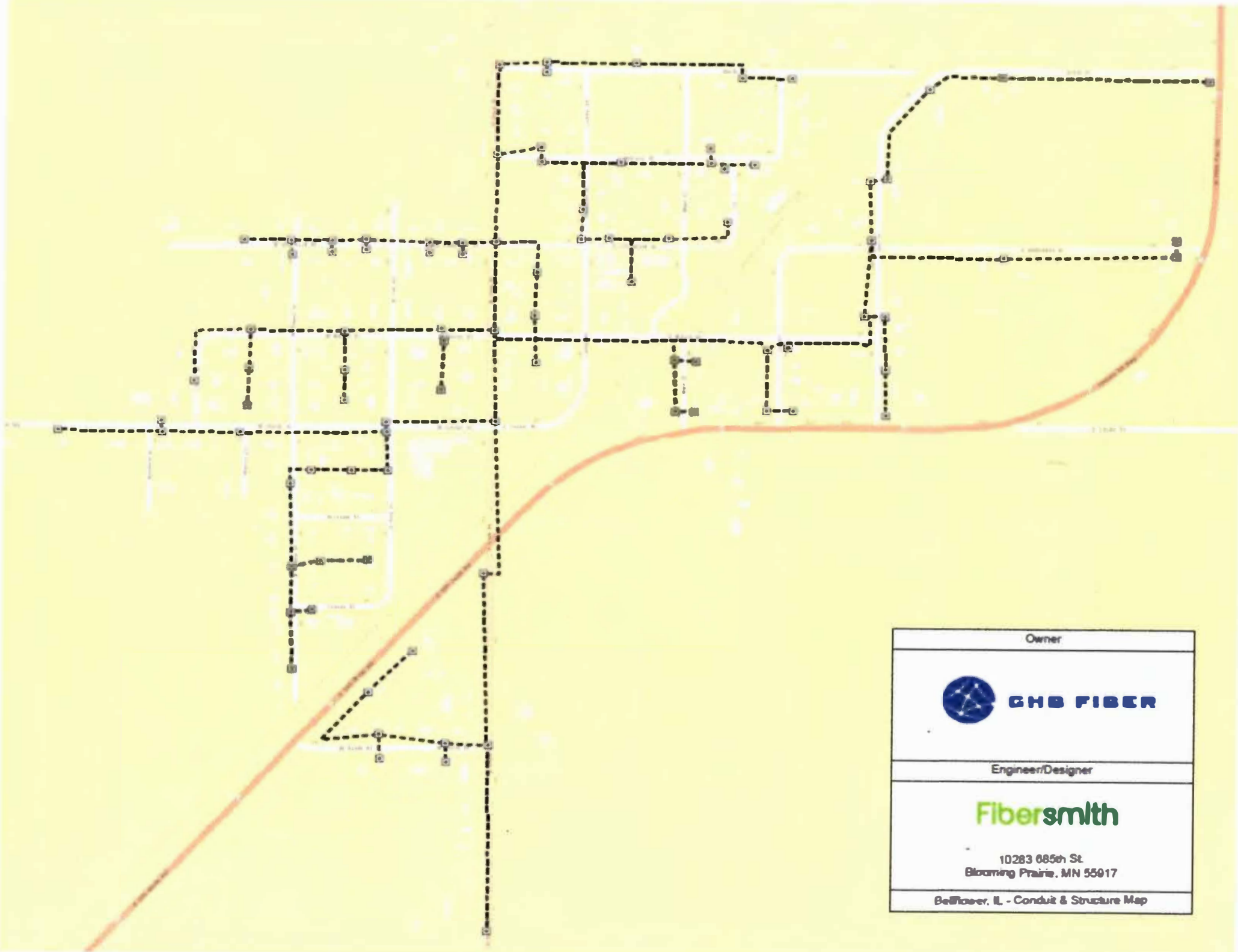
Sale price is payable by cash or bank certified/cashier/teller check to VILLAGE OF BELLFLOWER.


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Village of Bellflower
Surplus Equipment Bid
PO Box 244
Bellflower, IL 61724-0244

The Village of Bellflower reserves the right to reject any and all bids.

JULY 2025



Owner
 GHD FIBER
Engineer/Designer
Fibersmith 10283 685th St Blooming Prairie, MN 55017 Bedford, IL - Conduit & Structure Map

Summary of IEPA Field Survey Findings

This survey is performed every 5 years by IEPA. They inspect our pump houses, files, processes, etc. A report is prepared that lists Deficiencies that require action and Recommendations for other items that are suggestions that don't require action. The report is sent to the Mayor and Water Superintendent. A reply with action plans is required within 30 days after receiving the report. Any required actions must be completed within 120 days after receiving the report. Following is a summary of the Deficiencies and Recommendations identified on the 2025 report. Some were on the reports from 2020 but were never addressed.

Deficiencies

Description	Year Added	Status
The chlorine and fluoride tanks must have secondary containment tanks to capture spills or overflows. The containment tanks must be separated.	2025	Containment tanks have been purchased and are at Mitch's house waiting to be installed.
Chemical containers must be labeled with the name, address, and phone number of the supplier as well as the name of the chemical contained in the tank.	2025	Labels with the name of the chemical were purchased and placed on the containers. Supplier information labels are being prepared.
Conduct a cross-connection survey and implement a cross-connection control ordinance and program.	2020	Need to distribute a cross-connection survey to all water customers.
Document coliform sample site plan, including repeat sample sites for each routine site.	2025	Developing the sample site plan.
Document an Emergency Operations Plan.	2020	Will work on developing the Emergency Operations Plan.

Recommendations

Description	Year Added	Status
Install individual water meters for each water customer to perform accurate water loss audits.	2020	Have told them both times that we have no plan to do this due to cost.
Conduct leak detection surveys to assess the amount of water billed by meter to the amount of water treated.	2020	Have told them both times that we have no plan to install water meters for each customer due to cost.
Exercise all valves on the distribution system at least annually to ensure they are all in working order.	2020	Mitch says he has been doing 25% per year, but no documentation or proof of that. Have committed to exercising all valves annually.
Install tank mixing equipment in the water tower.	2020	Have told them both times that we have no plan to do this due to cost.
Add an emergency connection to a neighboring public water supply.	2025	Advised that this is not economically feasible. Will address ways to provide water in an emergency situation in the Emergency Operations Plan to be developed.
Examine cyber security vulnerabilities and develop a cyber security risk management program.	2025	Advised that at this time our water system uses no computers and is not connected to the internet, so cyber security is not an issue.
To prevent climate change issues from impacting water system, consider relocating the water plant from a flood plain, add emergency power supplies, and identify alternate water sources.	2025	Advised that we are not in a flood plain, the pump house has a generator for backup power, and we are beginning plans for a second well to eliminate dependence on the current existing well.
Consider IEPA low-interest loans for any water system projects.	2025	Advised that we currently have a loan for the last water main project. Also advised that we will probably look at loans, grants, and other funding for the planned new well.
Create and implement a five-year projected Capital Improvement Plan to identify current and future system needs such as tank maintenance and water main projects.	2020	There is no evidence that a Capital Improvement Plan was ever created. Advised that we will look at creating such a plan.
Create an Asset Management Plan to ensure infrastructure is maintained and operated properly.	2025	This seems very similar to the recommendation for a 5-year Capital Improvement Plan above. We should document a calendar for management of the water system assets like water tower inspections and maintenance.