

VILLAGE OF BELLFLOWER
McLEAN COUNTY, ILLINOIS

BOARD OF TRUSTEES
MINUTES
OCTOBER 8, 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 October 6, 2025, at 4:30 p.m.

BOARD ATTENDANCE

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

Absent: Trustee Bart Lytel

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

VILLAGE OFFICIALS PRESENT – Clerk Herb Youngblood

PUBLIC ATTENDANCE – Paul Luther, Rob Brown

PUBLIC COMMENT

Rob Brown

- Work on West Center Street has stopped until Nicor Gas can locate and mark the natural gas line which runs on West Center Street.

CONSENT AGENDA

a. Approve minutes of the regular meeting held on September 10, 2025.

b. Approve expenditures during the period of September 11, 2025, through October 8, 2025.

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

POLICE ACTIVITIES

- September – 12 citations, multiple domestic calls, 1 suspicious person.

UNFINISHED BUSINESS

a. Community Center

- 1) Prioritize areas for tuckpointing – President Grussing to review immediate needs with the vendor.
- 2) Purchase archive file storage shelves – no activity.
- 3) Replace Norlake food cooler sensors (gym concession stand) – COMPLETE.

b. Depot

- 1) Repair deck in front of entrance door – Keith Springer will look at this when he performs library repairs (if estimate is approved).

c. Don Harden Field

- 1) Village Garage roof repair – no additional information about a replacement panel. Trustee Zimmerman will forward phone number for Alliance to President Grussing.

d. Library

- 1) Repair front porch deck, steps, and handrails – Keith Springer will estimate.

- e. Emergency storm siren remote activation – vendor came out to work and there were wasps around the access ladder on the water tower leg. Orkin could not spray around that area due to Orkin height restrictions. However, they did spray all around the ground area.
- f. Streets
 - 1) Hydro-jetting stormwater drains – no activity.
 - 2) MFT street sign replacement – Village of Downs to schedule.
- g. Water system
 - 1) Distribute Cross Connection Survey – COMPLETE.
 - 2) Replace well #3 – no activity.

NEW BUSINESS

- a. Action
 - 1) MOTION by Trustee Aldrich to approve the Fehr Graham proposal to develop a new well project plan (copy attached). Second by Trustee Zimmerman. Roll call vote: Yes- Trustees Aldrich, Drinkwater, Ellis, Weiss, and Zimmerman. No-none. Absent-Trustee Lytel. Vote summary: Yes (5), No (-0-), Absent (1). Motion passed.
 - 2) Sell surplus equipment
 - a) At the September 10, 2025 meeting, Rob Brown's \$1,500 bid for the Allis-Chalmers Diesel Tractor was accepted. At tonight's meeting, Mr. Brown verbally bid \$200 for the Woods pull-behind mower which works with the tractor. MOTION by Trustee Zimmerman to accept the \$200 Woods pull-behind mower bid. Second by Trustee Weiss. Voice vote: 5 yes; -0- no. Motion passed.
 - 3) Sell surplus property located at 201 W South St – no bids received.

BOARD REPORTS

President Grussing

- Burn ban continues.
- Don Harden Field (DHF)
 - Ballfield lights – 2 lights reported out; will check and replace if needed.
 - Bleacher boards – some are broken and need replacing. Looked at replacing the structures with metal bleachers; costly.
 - Concession Stand – July 4th soda, food, candy, and garbage still need to be removed before the equipment can be prepared for winter.
- Graffiti – artist struck again at the Community Center, DHField entrance columns, and other places around town. Contacted ServePro for a removal estimate for village property. Will contact Bob Althouse for an estimate to replace the exterior motion-activated light fixture above the generator with a flood light.
- Library – now that the library serves as a school bus point, a bike rack is needed.
- Painting – needed for Community Center south-facing doors and DHF bleachers and picnic tables.
- Tree obstructions – McLean County Highway Department trimmed lower branches at 501 N State St (Carl Brown) and trees growing in ditches along S State St.
- Village Highway Signs – reviewing new IDOT requirements for highway signs.

Trustee Drinkwater - added Halloween as a village event using the Community Center gym where tables can be reserved for trick or treating. Appropriate decorations will be purchased using Events funds.

Trustee Aldrich – observed mowing by Brian Benjamin Landscaping and was very pleased.

ADJOURN

President Grussing adjourned the meeting at 8:05 p.m.

VILLAGE OF BELLFLOWER
McLEAN COUNTY, ILLINOIS

BOARD OF TRUSTEES
MEETING NOTICE AND AGENDA
OCTOBER 8, 2025

The next regular meeting of the Village of Bellflower Board of Trustees will be held Wednesday, October 8, 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 September 10, 2025
- Approve expenditures during the period September 11, 2025, through October 8, 2025

POLICE ACTIVITIES

UNFINISHED BUSINESS

- a. Community Center
 - 1) Prioritize areas for tuckpointing
 - 2) Purchase file storage shelves
 - 3) Replace Norlake food cooler sensors
- b. Depot – repair deck in front of entrance door
- c. Don Harden Field – repair roof on Village Garage
- d. Library – repair front porch deck, steps, and handrails
- e. Storm siren remote activation
- f. Streets
 - 1) Hydro-vac and clean street drains and catch basins
 - 2) Install MFT signs (street, handicap, dead end)
- g. Water system
 - 1) Distribute Cross Connection Survey
 - 2) Replace well #3

NEW BUSINESS

- a. Action
 - 1) Approve Fehr Graham proposal to develop new well project plan
 - 2) Sell surplus property and/or equipment

BOARD REPORTS

ADJOURN

VILLAGE OF BELLFLOWER
McLEAN COUNTY, ILLINOIS

BOARD OF TRUSTEES

FINANCIAL REPORT ACKNOWLEDGMENT
FOR
OCTOBER 8, 2025

I acknowledge that I have reviewed the following financial reports:

- Heartland Bank Account Reconciliations – 9/30/2025
- Illinois Funds Account Reconciliations – 9/30/2025
- Invoices paid 9/2025 GF and WF
- Invoices paid 9/2025 MFT
- Invoices paid 10/2025 GF and WF
- Invoices paid 10/2025 MFT
- QuickBooks Account Register (Heartland Bank and IL Funds) – 9/2025
- QuickBooks Balance Sheet – 10/8/2025
- QuickBooks Expenditures 9/11/2025 – 10/10/2025
- QuickBooks Fund P&Ls 5/1/2025-10/8/2025



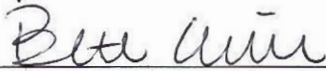
ALLEN GRUSSING, PRESIDENT



SKEE ALDRICH, TRUSTEE

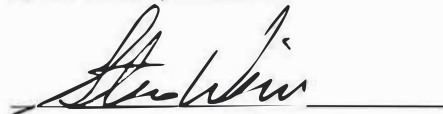


TERESA DRINKWATER, TRUSTEE

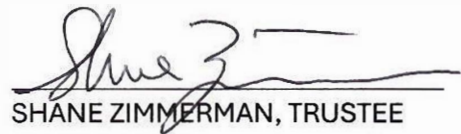


BETH ELLIS, TRUSTEE

BART LYTEL, TRUSTEE



STEVE WEISS, TRUSTEE



SHANE ZIMMERMAN, TRUSTEE



August 22, 2025

Allen Grussing, Mayor
Village of Bellflower
PO Box 244
Bellflower, IL 61724-0244

**RE: Proposal for Engineering Services
 Project Plan
 New Well and Water Main Replacements**

Dear Mr. Grussing,

Thank you for the opportunity to provide our proposal for engineering services during the referenced project.

BACKGROUND AND UNDERSTANDING

The Village of Bellflower owns and operates a community water supply to serve the needs of the community. The system consists of two water wells, a treatment plant, and a distribution system. One water well was installed in the 1960s, and the other was installed in the 1990s. We understand the well, installed in the 1960s, suffers from quality issues and is deemed to be emergency use only. In order to ensure adequate and quality supply of water, the Village is interested in installing a new well at a site to be determined, routing a raw water line to the treatment facility and connecting it to the existing supply piping, and installing control infrastructure to ensure the two wells (one new and one existing) function as intended. The well from the 1960s will be capped and abandoned per IEPA requirements.

The existing treatment facility is housed in an old building that lacks adequate space for treatment, both now and in the future. A new building is planned to be installed around the existing building, and the existing building will be demolished. Adequate space will be provided for the addition of future treatment capacity and capability. New electrical distribution, instrumentation, and control infrastructure will also be included.

The distribution system was originally constructed of asbestos concrete, or transite, pipe. The Village has been diligently replacing the transite pipe with modern materials, but there are still some areas of the system that remain as transite pipe. The Village is interested in replacing approximately 9,500 feet of pipe on various blocks in town, including a crossing of Route 54 and the CN railroad.

To fund the project, the Village is interested in utilizing the IEPA's Public Water Supply Loan Program (PWSLP). It is anticipated that the program will be able to offer a percentage of the loan amount as principal forgiveness (amount to be determined). The first step in applying for the program is to complete the application and prepare a Project Plan. The Village is interested in Fehr Graham assisting them to prepare these services and documents.

SCOPE OF SERVICES

Fehr Graham will prepare a Project Plan for the scope of work described in the above Background and Understanding section. The Project Plan will include the following information and work product:

Executive Summary

Introduction

- Scope

- ✦ Planning
 - Existing and Future Planning Area
 - Existing and Future Water Demand
 - Customer Profile
 - Planning Period
 - Existing Facilities Description and Condition Assessment
 - i. Source
 - ii. Treatment
 - iii. Storage
 - iv. Distribution
- ✦ Alternatives
- ✦ Cost-Effectiveness Analysis
 - Cost Evaluation
 - Assessment of Compliance Capabilities
 - Environmental Impacts
- ✦ Recommendations
 - Basis of Design
 - Project Cost Opinion
- ✦ Implementation
 - Financial Analysis
 - Water Rate Impacts
 - Schedule/Phasing

We expect to hold one in-person meeting to review the identified alternatives and determine if the Village has any non-cost related preferences. Additional meetings to review the report or provide comments will be conducted virtually or by email/phone.

Fehr Graham will prepare IEPA PWSLP forms, including:

- ✦ Pre-application forms and gathering information
 - Funding Nomination Form
 - Project Plan Checklist
 - Environmental Checklist
- ✦ Environmental Clearances
 - SHPO letter request
 - IDNR EcoCAT and email IDNR if more complicated
- ✦ Review Project Plan
- ✦ PEID/Notice of Categorical Exclusion
 - Assist with posting PEID/Notice of Categorical Exclusion
 - No comment/letter to IEPA
- ✦ Applying for DUNS number if needed
- ✦ Register through Sam.gov if needed
- ✦ Register through GATA if needed

EXCLUSIONS

The following services are excluded from this proposal but can be added to our scope if requested and upon authorization of additional compensation:

- ✦ Design Engineering
- ✦ Bidding Assistance
- ✦ Construction Engineering and/or Observation

Local Permitting

Geotechnical Engineering

Test Well Procurement

Preparation of Existing Facilities Information

- Fehr Graham will rely on records transmitted by the Village regarding existing facilities.
- The Village will need to provide record drawings and mapping of the existing water system facilities.
- The Village will need to provide the previous three years of audited financial statements.
- The Village will need to provide the current water rate ordinance and billing records for the determination of use and number of users.

Water Tower Inspection

Property/Easement Acquisition

Phase 1 Environmental Studies

Anything not listed in the above Scope of Services

SCHEDULE

Fehr Graham will complete the above Scope of Services within 90 days of authorization to proceed from the Village.

FEES

Fehr Graham will complete the above Scope of Services for a lump sum payment of \$36,000..

AUTHORIZATION

We look forward to our relationship with the Village and appreciate the opportunity to provide you with this proposal. Please review our scope, schedule, and budget, and if it meets your expectations, please execute the attached agreement and return it to my attention. If we begin services at the Village's authorization and prior to the execution of the agreement, then it is our understanding that we are proceeding according to the terms of the agreement.

If you have any questions, please contact me at mjohnson@fehrgraham.com or 217.372.0153.

Sincerely,



Matthew Johnson, PE, SE
Principal

MAJ:imb