

## **Village of Arrowsmith**

### **Board Meeting Minutes**

**April 3, 2025**

Present: Chad Walden, Ray Wilson, Nancy Black, Taryn Cross, Cheryl West, Brent Beyer, Megan Lopez

Absent:

Guests: Ian Reyna

The meeting was called to order at 7:00 P.M.

The pledge of allegiance was said by all present.

All board members present reviewed the March 2025 meeting minutes and voted to approve the minutes with one spelling change.

Cheryl West made a motion to approve the minutes; Taryn Cross seconded the motion.

Ayes: Ray Wilson, Taryn Cross, Nancy Black, Cheryl West

Nays: None

#### **Public Comment**

N/A

#### **Finance**

Brent Beyer provided the board with all account balances in the CIBM and Illinois Funds accounts for the month of March 2025. The board was sent the March financial reports from the village accountant prior to the meeting for their review.

#### **SAFPD Representative District Report**

Ray Wilson provided the following information to the board members: The SAFPd had a total of 13 calls for the month of March 2025. Saybrook had 1 Fire and 7 EMS; Arrowsmith had 4 EMS and 1 Fire.

#### **Property and Grounds**

*Beautification committee summary:* Cheryl West and Nancy Black provided an update to the board regarding the design and options for the Arrowsmith welcome signs. We have one bid for \$7000 total for 2 resin-based signs with vinyl, or aluminum posts. The committee is waiting on 2 more bids from various companies. Additional information will be provided at next month's meeting.

The committee has decided to hold another fundraiser this year in the park at the community center. The date for the fundraiser will be July 12<sup>th</sup>. The beautification committee's next meeting is April 16<sup>th</sup>

when additional details will be determined. Cheryl and Nancy will update the board in the coming months with additional details.

Nancy Black stated she had installed stepping stones by the little free library and repainted the unit that holds the books.

*Community center roof repairs update:* Taryn Cross is waiting to hear back from 2 contractors that he will be asking for a bid for the roof repairs. He will provide additional information to the board when it is available.

### **Water/Garbage and Recycling**

Chad Walden provided the monthly revenue report for March 2025 for water and garbage collections.

Water department manager role discussion is tabled until next month.

*Water shutoff installs for North Main Street residences:* Currently the Village does not have a reliable way to shut off water service to the four homes which reside outside of the village on North Main Street. Due to a request by one of the homeowners to have their service turned off for home repairs the village will be undertaking installing new water curb shutoffs for two of the homes and locating the shutoffs for the other two homes. This work will commence next week.

### **Ordinance Processes and Enforcement**

Demolition orders for uninhabitable structures:

210 N. Main St : The village received notice and a photo from a resident that parts of the south brick wall of the building had fallen on the sidewalk. Upon inspection by Taryn Cross and Chad Walden it was determined that both the West and East ends of the wall were leaning and in a state of disrepair. Photos were shown to the board of the walls condition. The owner of the building is recently deceased and the owner's son was contacted by Taryn to meet to discuss the situation. It was noted that there was not much the son would be able to do and that any communications could be sent to him at his email address. Chad is working with the village attorney to determine next steps and will likely issue a Repair or Demolish order to mitigate the safety concerns. The village placed barricades and caution tape around both areas to prevent individuals from being near the wall. Chad will keep the board updated of this property's status at each upcoming board meeting.

205 E. Ulmer: Chad Walden spoke with the individuals currently paying the property taxes to try to learn more about the property and its ownership. He was told that they own it and said that they would tear it down by the end of May 2025. Chad agreed to their timeline and informed them that if the home was not demolished by mid June the village would need to come and demolish the home with a court order to mitigate the safety concerns around the structure. Since the attorneys could not determine who owns this property, a public notice will be need to published in a local circulation. Chad will keep the board updated of this property's status at each upcoming board meeting.

207 S. Walnut: Chad has been in contact with the owner and the owner has gotten the 15-day demo order notice from the village. A contractor reached out to the village and asked what the process is if they end up demolishing this property for the homeowner. We have not heard anything else regarding this property at the time of the meeting.

Chad will keep the board updated of this property's status at each upcoming board meeting.

Golf cart ordinance enforcement:

Chad reminded the board of the golf cart ordinance and told them that the golf cart sticker violations will be addressed this year by violators getting an ordinance violation ticket from the Downs PD if they do not have a current sticker. If any one needs a sticker, they can contact the village via the website or email the village. There is also information on our website regarding golf cart sticker costs and requirements.

### **Streets/Alleys and Drainage**

Concrete repair quotes at North Walnut and West Crosson streets: Chad provided a quote to replace 20 feet of walk and an apron around the inlet on North Walnut where drainage work was done last summer. The quote for this work was for \$1400.00.

A second quote as obtained for work at the corner of West Crosson and North Oak to place concrete in the village right of way around two water main shutoff caps and to repair a section of sidewalk. These two areas need to be repaired after work was done to replace two water service lines. The quote for this work was \$2360.00

Ray Wilson made a motion to accept both estimates from Benjamin Landscaping with Taryn Cross seconding the motion.

Ayes: Ray Wilson, Taryn Cross, Nancy Black, Cheryl West

Nays: None

*Ordinance to establish cable or video service provider fee:* Chad presented the board with an ordinance to establish a Cable or video service fee. The board reviewed the content of the ordinance and discussed the need for the village to begin reviewing the need to establish ordinances to regulate fiber and cable installers as they work within the village. The ordinance would establish the requirement for the notification to the village of installation work as well as establish fees and security deposits for damages.

Taryn Cross made a motion to approve ordinance 18.26 and all subsections, Cheryl West seconded the motion.

Ayes: Ray Wilson, Taryn Cross, Nancy Black, Cheryl West

Nays: None

### **Community Relations/Website Information**

Upcoming community center rental dates: April 6<sup>th</sup>, May 17<sup>th</sup>, July 23<sup>rd</sup>-25<sup>th</sup>, Aug. 30<sup>th</sup>, Nov. 8<sup>th</sup>, 23<sup>rd</sup> and 27<sup>th</sup>, and Dec. 7<sup>th</sup>.

*Erthel Rose scholarship:* The village received on scholarship application for the 2025 Erthel Rose Scholarship. This year the \$400 Rose Scholarship will be awarded to Jordyn Burmaster.

Ray Wilson made a motion to award the scholarship to Jordyn and Nancy Black seconded the motion.

Ayes: Ray Wilson, Taryn Cross, Nancy Black, Cheryl West

Nays: None

### **Board Calendar Items**

Our May meeting needs to be moved to May 8<sup>th</sup> instead of May 1<sup>st</sup> due to a scheduling conflict. A notice will be posted at the community center.

The meeting was adjourned at 8:04 PM.