

**VILLAGE OF NEW MILFORD  
MINUTES OF THE COMMITTEE MEETING  
AUGUST 27, 2024**

**Timothy H. Owens called the meeting to order at 6:30 P.M. Roll call was taken with Timothy H. Owens, Ron Colvin, Eileen Owens, Deanna Rodgers, Wendy Roop, Julie Wagner, Dan Wolf, Adam Bunge, Jim Stevens and Breanna Freund in attendance, Sharon K. Baumgartner absent.**

**A motion by Wendy Roop and second by Deanna Rodgers to adopt agenda, motion carried voice vote taken, ayes (6) Ron Colvin, Eileen Owens, Deanna Rodgers, Wendy Roop, Julie Wagner and Dan Wolf, nays (0) absent (0).**

**PUBLIC DISCUSSION:**

**None**

**PRESIDENT'S REPORT: Tim reported that he and Adam met with the residents from Cherokee Hills, had an informational meeting on the retention pond and informed them of the work and that there was no cost to them. Tim asked about the shoulder work on Rotary Road and the north side of New Milford School Road. Victory Park they are making a lot of progress on the park, did the tree removal, got pavement on the walking path and lots of the playground equipment installed. They are working on the pickleball court and have some issues with the undercuts. Will have some add on costs because of it. Tim asked if we would be able to walk the park before we sign off on the project, some things he would like to make sure it gets done even if it is an added cost to the village. Did everyone get a chance to look at the IL Municipal League duties and look at what everyone's responsibilities are for each member. Tim asked about the training that each board member should be doing and if we want to do individually or as a group, some villages do as a group at the end of a board meeting. Maybe a trustee can have that as one of their tasks and make sure they get done. Eileen said she would do that. All the information is on their site, she will look and see what is required for each board member, after you take the training you would print the certificate of completion and get to her and she will get to the clerk. Tim reported that everyone on the South Bend property that all the equipment for the pipeline workers has been removed and Tim also drove the Rotary Road property of Maggio's and that is also empty. Tim asked Jim if he had heard anything from the county, Jim stated he had not heard anything. Dan stated they are done in this area and have moved 30 miles down the road. Tim asked Adam if he knew the status of the new signs. Will they take down the two signs we already have up on 251. Adam stated that is a good question, they will be staking out the placement of the new signs soon, do not have an installation date as of yet, Greg Tucker stated that he would remove them just inform him when to**

remove them. We need to try and use the signs in some way, for another property.

Tim spoke about the property on Leonard Road, what is the next step for that property. Jim asked what the board wants to do, do we want him to condemn or foreclose on the property. Jim stated that to condemn the property is a more lengthy and costly process. If you remember from the property on 11th Street how much it cost the village. Foreclosure can get it done in about 6 months and is more cost effective, would only be a few thousand dollars, but the owner could come in and pay that and then the process would start all over again. Ron asked if we know who the owner is, Jim stated he had not done that as of yet. Tim would like someone to be able to purchase the property, it's a nice area. Jim stated that Theresa Merriman from New Mill Tap says she knows the owner, she is going to contact the owner and see if could purchase from them and flip the property and sell. Jim asks what the board wants him to do, wait to see if Theresa is at the next meeting. Dan looked during the meeting and stated the owner is Shawn Warren, he is the owner of Freedom Builders. Tim stated we do not pay a lot again to have it mowed again, we could use Greg, but if we want more money liened against the property we would continue to use Stenstrom. The property next to the Storage Units has been condemned for a few years, the county is going to be selling properties that have been condemned can we also auction that parcel off also. Jim can start a title search and see if there is a mortgage due, Tim asked what the board wants to do, Ron stated we need to find out who the owner is before we go any further. Tim passed out the proposal for the insurance for 2024/2025 it was \$3,781 for last year and this year it is \$3,998. We will still need to add the playground once it is complete. Tim asked if the new signs would be covered or do we need more coverage, Jim stated it should be covered, it is village property. Jim said to ask the insurance company for sure. Tim asked Greg about the mulch for the playground, Greg is going to rake it out and see how much we need. He will work on it next week. Dan asked if he had ever tried Northwest Wood Products out of Harvard. He can call them.

Tim addressed the board about the clerk/treasurer compensation. Talk about what we should be giving that position. That position was making \$500 back in 2009 and since 2019 that position has been making \$700. Tim stated he has some questions for the clerk/treasurer and the board members and he also has been looking up clerks and treasurer and what the duties are for that position. There is an organization called the Municipal Clerks of Illinois and that last time we were members was back in 2014, to get updates and information. Does anyone have anything on that? Dan stated he believes she should get what she is asking for and that he reached out to the Monroe Center president and they have two positions and pay out a total of \$1200 per month for them. They have only 400 residents. That is why it would be good for her to be a member of the MCI, he reached out to Davis Junction president and their clerk works for two different villages. Don't believe we are doing anything wrong, but nice to make sure of that. Eileen stated she has been here over 30 years and is doing a great and needs an increase but does not

believe that a 43% increase is due. Would like to talk about what the additional duties are that she does and the labor rates increase of 30% over the last 5 years does not have anything to do with those positions, it is not a minimum wage hourly wage job. She stated she believes that you really have to be a leader and over and above to get that amount of increase. Her job is based on merit and not cost of living so you only earn a merit raise if you're doing a good job. Thinks it should be an annual raise and potential for merit raise based on board review. Tim stated the president and trustee cannot vote for a raise and we should change the way that is also handled. Bonnie did not have half the things that are happening now in the village. Dan stated that the workload that she has now is totally different then 10 years ago. That brings up my next point of how her responsibilities are totally different and she deals with \$1.8 million and makes sure that all paperwork is completed and done properly and accounted for. Ron brought up the point of the audit and that they have all come back clean and we have not had to worry about any of that. Tim stated that at a meeting with the Mayor's Association some of the smaller communities brought up that a yearly audit is expensive and would like to see it go to every three years. Tim does not believe that it is what Sharon is doing, she is only providing the information for the audit, it's the same as when we do our yearly taxes, not saying she doesn't deserve a raise.

Deanna states that an increase of over 30% is too high and that \$700 is not enough for all that she does and is not saying she doesn't deserve a raise but that 30% is too much. Eileen states it not that we don't appreciate what she does, that is not the point. Dan stated that in his business, in the last 3 years he pays his guys \$5 more per hour, and they are doing the same job, no extra merit, that is for the same job they were doing three years prior. Jim stated that you should decide what an appropriate wage is now and you can put a sunset provision on it, and then you can put an increased percentage on the ordinance, so for the next three to five years you would receive an additional percentage on top of what the salary is. Eileen states that you should have an additional 3% raise added for the next 5 years, so by the end of the 5 years you would be making 15% extra. Dan stated that with an increase of 3% a year, you would only be making an extra \$21. Jim stated that you can always give her a certain amount now, and in the future make provisions to that. Deana then stated there should be \$200 added to the \$700 wage now, and an additional 3% raise every year for 5 years, she would be at \$900 a month then. Dan asked if special meetings would stay at \$50 for the clerk/treasurer position. Eileen chimes in that it should be raised to \$60. Jim addresses the board that they should get to a spot which feels comfortable to everyone and that the compensation should be raised to that, then can be addressed in the future as needed. Tim then stated that in the ordinance book, the Clerk has the opportunity every year to submit a request for an additional raise every May, but the logical thing would be to change the ordinance to have an increase already added into the salary every year, so you wouldn't have to revisit this matter every year. Wendy stated that she believes a \$200 increase would be good to bring the salary up to \$900 with an additional

percentage added for the next 5 years. Julie also stated that she thinks the raise should go up to \$900 and then 3% a year for the 5 years as well. Ron stated that it is important to add an additional percent on to accommodate for the cost of living. Tim thinks that it shouldn't have to be brought up every year and isn't necessary to discuss on a year to year basis, so it is important to come up with a price now. Our municipality is also much different than the rest, since the board members are not employees in our communities, and all of the businesses used here are outsourced. Eileen stated that the ZBA minute meetings used to be taken by Sharon before Eileen took them, and Deana brings up the point that the ZBA only started 12 years ago, so there hasn't been someone in that position for that long. Dan stated again that the board members get full pay for a special meeting and Sharon does not, and does more work during those meetings, so she deserves more of a raise on the special meetings, and she has been on the board for 38 years. Tim then discusses that most trustees just come to the meetings to attend them, and that's all they do for that month. He would like everyone to be more involved in the community more and start to take over more roles and responsibilities as board members. He challenges the board to think about how much they are making a month and to consider stepping up on their work and involvement in the community. Tim's hope for the board members is to have the board members understanding their role; Tim had used Wendy as an example that instead of just getting the police report being on the safety committee, you need to understand it and be able to present what you learned and know about it, and become an expert in what you are working on. When it comes down to your task, you need to become well versed with that. Tim wants the board members to start attending more meetings with Tim and the community, but Jim reminds him that only two other members can attend without it becoming an official meeting. Tim also stated that he should be doing a better job reaching out to the board members and extending an invite to them when it comes to additional community outreach and letting them know about upcoming events. Dan suggested that having better communication, via emails, would help and encourage all of the trustees to be more involved. Jim stated again, if there were 3 or more board members, it would have to become a published meeting, and that wouldn't be allowed. Tim asked the board what they would like the Clerk to put on the agenda for the next meeting concerning the compensation, and the board, except Dan, would like it to be increased to \$900 and a 3% increase for the next 5 years, with an increase to \$75 for the special meetings attended. The way the trustees and president are getting paid, isn't exceeding their expectations, and they are not fulfilling all of their duties as trustees for what they are being compensated for. Tim stated that there should be a further discussion on compensation for the future, so the pay can possibly be more fair for the people who are fulfilling their duties and doing more than expected, versus the people who are doing the bare minimum and getting paid the exact same to just attend the meetings. Tim stated that the Clerk should be expected to be at the ZBA meetings.

**CLERK REPORT: None**

**ENGINEER'S REPORT:** Adam reported they will be putting out the stakes for the new sign placement this week. He will get with Greg Tucker to get the old ones pulled up. Adam provided a water main basis map to show how many acres could be served. The map shows how many acres it can be provided out to and who it can serve. Jim and Adam also had a conversation with the City of Rockford to see if eventually they would be willing to bring down their water main down 251 in the future, since they have previous water mains west of the village already. It would be helpful to eventually connect to theirs, which would allow a giant loop to go through New Milford for water. Tim received a call from John Scanlon about the well at The Filling Station, and that the city provides water, but they will not have the water there for possibly another two years. The Village already reached out about potentially connecting for water in the future, for some of their properties, which he shared with John. The city has not gotten back to the Village yet about what their decision will be on the matter of helping the Village. The city wanted an easement with Scanlon, and not the water to just run down the hill, so he would need an easement that would allow the water to run off to the river. The village would like this agreement to be seen through, because Scanlon and the Village could benefit from this added water. Jim suggested that Scanlon should for now drill another hole for a well if he is having issues now, then hope that the city water will be available soon. Adam will reach back out to the city to pursue this topic and see if they would be willing to add this line down through New Milford. Adam passed out an updated copy of the Helm invoice, to see if they would be willing to replace the light bulbs over 251 and New Milford School Road. They also reached out to William Charles to get an estimate. Helm said they would just add on to their invoice and it would stay at \$630, but on the phone with William Charles they were estimating around \$2500; Adam still hasn't received the exact estimate yet, but that is about what they were expecting it would be. He recommends that we go with Helm, will have the cost from William Charles, Tim we have been working on it for over 2 ½ months, can we go ahead and do it if it is under \$1,000.00. Will check and see if they will be LED light bulbs or not. Dan are they just assuming that is the problem, or have they been there to see if that's the problem. Tim said that if it's under \$1,000 go ahead and do it with LED, if not he will bring it to the board for approval. Adam reported on Victory Park, playground equipment is going up, about ¾ of the path has paved. Trying to explain how to the contractor the grading scheme was supposed to work with the stone they were trying to overcompensate. Looks like they are on track now, have someone checking on the grade level. They have gotten the tree removal done. That is where a lot of the topsoil will be placed. The staking for the benches will be going up soon, all that is left is we have a solid base for the parking lot and the pickle ball courts. Tim asked about the workout equipment stations and if that work had started, Adam replied they have been excavated. That equipment has been ordered. Dan asked about the water, will

that happen or not. Adam has not been able to work on that yet, he will work on that. Tim said we should be able to have a ribbon cutting ceremony this year, but may not be able to have a big event this year, but could do next year and then have someone working on getting that put together. Has been working with Kirby with The Firm on the offset of the mobile homes, they have given a price for them to go out and survey the mobile lots, and they will provide them with the building offsets so they will put them exactly in the boundaries so there will be no questions asked going further, and that will be on their funding. Tim brings up that Greg Tucker stopped him after the last meeting about the mobile home park and then went out to the parking lot to speak to the manager about them wanting to bring in 30 additional homes. Greg was concerned about the water system and if that can handle the additional homes, can we request the information under the Freedom of Information Act and see if the system can handle that amount, those units will not be just for a single person, there will be families and that would mess with the water pressure and he doesn't want current residents to have issues. Wendy stated they do not have water pressure now. Where will they be putting the units, in the current empty lots. Greg stated that Doris Holmes spoke to someone at the EPA and he stated the system could only handle an additional two units. Jim will look into the matter.

**ATTORNEY'S REPORT:** Jim stated that the State of Illinois is changing the Sales Tax rules, we can charge for Sales Tax then 1%, you would have to pass an ordinance and can only increase it each year by a ¼ of a percent. The ordinance must be passed by April 1st and would go into effect on October 1st. If the board wants to increase, let Jim know. Dan asked if this is something that if we don't do this time we cannot do in the future, Jim stated we can do at any time. Deanna asked what it would be added to, Dan stated from any vendor in the village that charges sales tax. Jim asked what the board wanted to do, we still have time to decide. Tim asked for Jim to ask again in February and we can think about it. Tim asked if we can find out if the car lot in the village is paying sales tax, and how do we find out. Jim stated we can talk to someone in Springfield. Jim mentioned the recapture agreement for the basin, we are spending \$560,000 to extend the water line and the basin is 1,368 acres to if we want to recoup the money it would take several years to make the money back, because it is based on when people connect to the water line, and they would pay so much per each acre, the per acre would be \$410, that is a drop in the bucket, compared with others which charge thousands per acre. Jim asked if that is something that we want to do, we would need to do an intergovernmental agreement and set up a meeting with the county. It could take over 20 years to get back that is why you would add an inflation rate to the per acre charge. Tim said we want to get more business to the village that is why we decided to go ahead with the water line and pay out the money. Tim stated he asked Adam if he thought that would prevent businesses from wanting to come and he said that has nothing to do with a business wanting to come. Tim thinks it would be good for the

village to go forward. The board agreed and said a 3% inflation rate was good, Jim will send out the letter. Jim stated that Sharon informed everyone of the election and getting the petitions, as of August 20th. Jim passed out a Mobile Home Ordinance modification with all the footing and tie down changes, he has amended the two sections. What he did was we had concrete pads of 3-½ inches, he added a provision onto page 2 over any ground increase system approved by HUD with a professional engineer stamp from Illinois also approving the system to be used. The second modification on the top of page 2 relates to the tie down installation requirements, it will allow any tie down systems that are approved by HUD. If it looks good, have it placed on the September agenda. We spoke about Leonard Road, he will find out more information for the board meeting. The farmer that owes money to the village has been having a hard time serving him the papers, so the judge has finally issued a court order, so it's next up in court on October 4th. He owes either \$8,000 or \$9,000.

#### **VILLAGE TRUSTEES:**

**Deanna Rodgers:** Reported that there was a Neighborhood Watch Meeting on September 18th at 6:30 PM, we will be deciding what movie they will be showing on Saturday, October 19th, at the fire department at 6:30 PM. Will also have a Trunk or Treat that day, between 2:30 and 4:30 PM. Maybe we could do a ribbon cutting that day if the playground is done by then. So go vote on the New Milford Watch Facebook page.

**Wendy Roop:** She asked if there would be a pill recycling the day of the Shred Day. No, that is only done once per year though KNIB. Dan stated there is a pill drop off at Walgreens all year long.

**Julie Wagner:** Has a flier for Shred Day will be September 7th from 10-Noon, get it posted on the information board. Deanna will hang up in her shop. The bank is good to donate the hot dogs for the movie night.

**Dan Wolf:** Had reached out to Eli and has not heard back from him. He had some questions relating to the email and website for the Village, and has reached out to Eli several times, but still has not heard back.

**Eileen Owens:** She discussed that it would be nice to advertise to the public about the dog tags, and set something for the public during shred day, to make dog tags. She also has the dog tag registration form up on the New Milford website, for anyone who would like to get one done. She then asked all board members to send her a picture of themselves, or she could take one at the next meeting, so she could get the pictures to Eli, so they can be added on to the website. She then also brings up the fact that it would be nice for everyone on the board to get a small quantity of

**business cards.**

**Ronald Colvin: Ron had asked Tim, if there was a complete copy of the insurance forms, he was missing the last 3 pages, and he responded back with he would get the board members the last 3 missing pages. Ron also asked the board if they thought the sign looked good and was easily visible. He said that he can only fit so much on the board and keep it a good size for people to see, so if there is any trouble seeing it, let him know your concerns so he can resize or reword the board to make it visible. He had also added petition information on the sign upfront so community members were made aware of it, if they read the sign. Ron also brought up that before the Halloween movie presentation at the Fire Department, it would be a good idea to have a small video that discussed the park and showed highlighted pictures and gave more information to the public about this new Victory Park. Tim and Dan both shared they had many great progress pictures that could go into the making of this video. Tim then addressed the board that they would just need to find someone who is willing to work on putting a short 1 to 2 minute video presentation so they can display it before the movie.**

**A motion by Deanna Rodgers second by Julie Wagner to adjourn the meeting, motion carried voice vote taken, ayes (6) Ron Colvin, Eileen Owens, Deanna Rodgers, Wendy Roop, Julie Wagner and Dan Wolf, nays (0) absent (0). Meeting adjourned at 8:03 PM**

**Respectfully submitted,**

**Sharon K. Baumgartner  
Village Clerk/Treasurer**