

**VILLAGE BOARD OF TRUSTEES  
REGULAR MEETING  
7:00 P.M., November 21, 2022**

After calling the meeting to order, President Kaufman led the Pledge of Allegiance. Clerk Evans called the roll and found the following Trustees present: Blunier, Hilliard, Leitch, Menold, Newman, Parrott – 6.

**PUBLIC HEARING** – None.

**PRESENTATIONS** – None.

**PUBLIC COMMENT** – Kyle McMurtry spoke regarding the liens that were placed on his family’s property located at 226 N. 2<sup>nd</sup> Street and his personal hardships that may have led to the creation of such liens.

Scott Morrow, Jr. spoke regarding the property located at 226 N. 2<sup>nd</sup> Street and provided evidence to prove that the property is being maintained.

**CONSENT AGENDA**

- A. Approval of Minutes.
  - 1. Regular Meeting – November 7, 2022
  - 2. Closed Session – November 7, 2022
- B. Approval of Bills

Trustee Newman moved to approve the Consent Agenda. The motion was seconded by Trustee Leitch and approved by the following roll call vote:

Yes: Blunier, Hilliard, Leitch, Menold, Newman, Parrott – 6.  
No: None – 0.  
Abstain: None – 0.  
Absent: None – 0.

**VILLAGE PRESIDENT** – None.

**VILLAGE CLERK** – Clerk Evans announced the official dates for filing petitions relating to the 2023 Election. December 12<sup>th</sup> is the first day to submit petitions and December 19<sup>th</sup> is the deadline. Completed Economic Interest Statements shall be submitted to the Tazewell County Clerk prior to submitting the petitions to Clerk Evans. The receipt from submission of an Economic Interest Statement shall be included with the petition submitted to Clerk Evans. Blank petitions may be obtained from Village Hall.

**VILLAGE ADMINISTRATOR** – Administrator Smick introduced the auditors who then spoke and reviewed key elements of the Audited Financial Statements for the Fiscal Year Ending 04/30/2022. It was noted that there were no findings in the audit, but a few small recommendations were made regarding the inclusion of a certified document to accompany an employee’s file when pay increases are approved. Trustee Leitch requested and was given clarification on this recommendation.

Administrator Smick then presented an Ordinance for the levy and assessment of taxes for the fiscal year beginning May 1, 2022 and ending April 30, 2023. Trustee Hilliard moved to adopt the Ordinance and it was seconded by Trustee Parrott before approval by the following roll call vote:

Yes: Blunier, Hilliard, Leitch, Menold, Newman, Parrott – 6.  
No: None – 0.  
Abstain: None – 0.  
Absent: None – 0.

Administrator Smick followed this by recommending a Building Improvement Grant for L&F Electric in the amount of \$5,890.00. Trustee Newman moved to approve the Grant and it was seconded by Trustee Leitch before approval by the following roll call vote:

Yes: Blunier, Hilliard, Leitch, Menold, Newman, Parrott – 6.  
No: None – 0.  
Abstain: None – 0.  
Absent: None – 0.

Administrator Smick then presented Property & Casualty Insurance renewal for 12/1/22 – 12/1/23. Trustee Menold motioned for approval of the insurance renewal and it was seconded by Trustee Leitch. The insurance was approved by the following roll call vote:

Yes: Blunier, Hilliard, Leitch, Menold, Newman, Parrott – 6.  
No: None – 0.  
Abstain: None – 0.  
Absent: None – 0.

Finally, Administrator Smick presented a Resolution approving Personnel Policy Manual. Trustee Newman moved to adopt the Resolution and it was seconded by Trustee Hilliard before adoption by the following roll call vote:

Yes: Blunier, Hilliard, Leitch, Menold, Newman, Parrott – 6.  
No: None – 0.  
Abstain: None – 0.  
Absent: None – 0.

**CHIEF OF POLICE** – None.

**CORPORATION COUNSEL** – None.

**DIRECTOR OF FIRE AND EMERGENCY SERVICES** – None.

**DIRECTOR OF PUBLIC WORKS** – None.

**ZONING AND CODE ENFORCEMENT OFFICER** – None.

**VILLAGE TRUSTEES**

Trustee Blunier – None.  
Trustee Hilliard – None.

Trustee Leitch – None.  
Trustee Menold – None.  
Trustee Newman – None.  
Trustee Parrott – None.

**CLOSED SESSION** – None.

**CONSIDERATION OF MATTERS ARISING FROM CLOSED SESSIONS** – None.

**ADJOURNMENT** - With no further business to come before the Board, Trustee Leitch moved to adjourn. The motion was seconded by Trustee Parrott and followed by a unanimous voice vote of all present board members.

ATTEST:

  
VILLAGE CLERK

  
PRESIDENT



