

VILLAGE OF HAMMOND BOARD MEETING
MINUTES

Tuesday, May 13, 2025

7:00 p.m.

Village Hall, 105 East 1st Street, Hammond, IL 61929

Call to Order at 7:02 pm

Roll Call: President John Drummond-here, Kim Gee-here, Lauren Molby-here, Kelsey Wells-here, Billie Larkins-here, Josh Bartley-absent, Linda Brown-absent.

The Pledge of Allegiance was recited.

Acknowledgement of videographer: To the Board's knowledge, no one was videoing.

Adopt agenda: Kelsey made the motion to adopt the agenda, with a 2nd by Lauren. Three in favor, one abstention; motion carried.

Public Comment: Mike Webb was present on behalf of the Hammond Fire Department. He asked what they needed to do to have a 4th of July parade-do they need permission to block off certain roads? He was told to get with Trustee Lauren Molby as she's the Chair for the committee handling the upcoming event. Jason Waldrop was present to discuss the possibility of the Village allowing chickens-he's against this possibility, as were several of his family members who were also present. The lawyer representing the buyer of the apartments at 103 N. Don Ryan Street, stated his client's insurance will run out 05/23/25. The property needs to be rezoned to residential in order for the insurance to cover this property. We've not heard from anyone on the Zoning Board to set a meeting date.

Approval of Minutes: Motion to approve the May 9, 2025, Board Meeting Minutes made by Kelsey, with a 2nd by Billie. Three in favor, one abstention; motion carried. Motion to approve the April 16, 2025, Special Board Meeting made by Billie, with a 2nd by Kim. All in favor; motion carried. Motion to approve the April 21, 2025, Special Board Meeting made by Kelsey, with a 2nd by Kim. All in favor; motion carried.

Financials: Motion to approve made by Billie, with a 2nd by Lauren. Roll call vote: Kim-yes, Lauren-yes, Kelsey-yes, Billie-yes. 4 ayes, 2 absent; motion carried.

Water Superintendent Report: Ronnie was not present. He left the following notes: has taken 112 loads out of the pile; Burdick's is setting up a time to do the hydrants, pits, and meters; will the backhoe be needed for clean up day; if anyone wants to tour the water plant before the next meeting, please let him know. It would help you understand what he's talking about when it comes to improvements needed. Water Plant Improvements: both hi service pumps and all that goes with it; support legs on all three filters need replaced-rusting out; both wells need serviced, but well #1 is in the building and part of it will need to be removed to get to it; water tower needs

painted; need second mower-use the one we have now at the ponds and a zero turn for everything else and as a backup.

Village Clerk Report: Shut Off Listing for April 2025; Ordinance Violation Listing; Annual clean-up day will be Saturday, May 17th, 8:00 am – 12:00 pm, or until roll offs are full; the Community Building needs a new vacuum cleaner. Kelsey made the motion to approve spending up to \$120.00 for a new vacuum, with a 2nd by Billie. The funds will be taken from the Hammond Community Building Fund. Roll call vote: Billie-yes, Kim-yes, Lauren-yes, Kelsey-yes. 4 ayes, 2 absent; motion carried.

New Business:

- Discussion re: the Community Building roof estimates: Guardian \$34,667.61, I57 Roofing with new gutters \$27,489/without new gutters \$25,008.27, Hastings \$17,500, Roofs by Otto's \$7,170.10. This is tabled until the June meeting.
- Discussion/Action re: appointing signers for the Village's bank accounts. John Drummond, Kimberly Gee, and Brenda Sebens will be the signers on all accounts. All in favor; motion carried.
- The Board of Trustees approves the current Village Clerk to pick up the water receipts from the First State Bank and Trust for the Village. All in favor; motion carried.
- Kelsey made the motion that the money for the camera and installation of the trail cam at the ponds be taken out of the Sewer Fund, with a 2nd by Billie. There will be a \$15.00 additional charge to our current T Mobile account. Roll call vote: Lauren-yes, Kelsey-yes, Billie-yes, Kim-yes. 4 ayes, 2 absent; motion carried.
- Discussion/Action re: IT estimates. The current office computer will be obsolete October 2025. A laptop will cost \$1,328.55 with a \$174.00 annual charge for Office 365 subscription and a desktop for the office will cost \$789.99 with a \$65.00 annual subscription. Billie made the motion to update the office computer and to purchase a laptop at a cost of \$2,292.54 and costs associated with system updates, with a 2nd by Lauren. Roll call vote: Kelsey-yes, Billie-yes, Kim-yes, Lauren-yes. 4 ayes, 2 absent; motion carried.
- The Chairperson for each committee needs to set the date(s) for meetings. Kelsey is to send a reminder email at least once per quarter to the Chairperson. The Special Events Committee will meet Thursday, May 22, 2025, at 7:00 pm.
- Revision of Ordinance #2025-02, "An Ordinance to Regulate and Control the Keeping of Animals Within the Corporate Limits of the Village of Hammond": Several residents have asked to have any type of fowl. What do people want? John stated that the board is here to listen. He also stated that anyone could email him anytime with any issues. There will be different parameters of how to revise the ordinance. The decision could be just the board by referendum or by the town voting. The Village Animal Control Officer, Rob Larkins, would inspect any and all issues with this addition. Discussion was held with the residents present re: chickens and other topics. It was brought up that people with children may like to have chickens. It was noted that not everyone reads the newsletter that states everything going on in the Village. Someone suggested to put the survey on colored paper so it can't be missed. It was decided to table this issue until the June meeting when the full board is present.

- Discussion/Action re: Updated Community Building Checklist. Bille and Kelsey deep cleaned the building. Kelsey then went through each room and detailed what needed to be done in each room in order to get the deposit back. Discussion held to raise deposit; however, it was stated to see how thing went with the next few renters. If it's not being followed, a raise in the deposit may be in order. The trustees will rotate schedule to check the building and get the key. Kelsey made the motion to approve the updated checklist for the Community Building, with a 2nd by Lauren. Three in favor, one abstention; motion carried.
- Discussion/Action re: Handicap Ramp-This has been tabled until the June meeting.
- Lauren has checked into Veteran signs for the Village. She's checked the price for banners and metal signs with the Veteran's picture and info. Some veterans prefer their picture not be on a sign. Will check into putting signs on a permanent structure or on the utility poles. Billie made the motion to proceed with the checking of prices, with a 2nd by Lauren. Three in favor, one abstention; motion carried. It was also noted that the sign with the Village's population is missing.
- Discussion/Action re: Beautification: Will need to purchase 3-4 new whiskey barrels, soil, and flowers. Kim made the motion for a maximum of \$150.00 be approved for this project, with a 2nd by Lauren. Roll call vote: Kelsey-yes, Billie-yes, Kim-yes, Lauren-yes. 4 ayes, 2 absent; motion carried. Lauren will need to turn in receipts to Brenda for reimbursement. Shawnee donated a tree to the Village for Earth Day and the Board would like to annually plant the same type of tree.
- The Personnel Policy needs to be updated and a draft ready for the June meeting.
- Discussion/Action re: Repeal Ordinance #2023-12, "An Ordinance Prohibiting Cannabis Business Establishments in the Village of Hammond". Lauren made the motion to repeal, with a 2nd by Kelsey. 3 in favor, 1 abstention; motion carried. Billie made the motion to draft a new ordinance which allows cannabis in the Village, with a 2nd by Kelsey. 3 ayes, 1 abstention; motion carried.
- John has spoken with a woman in Monticello who writes grants and has also spoken with Shawnee regarding any help with money the Village may need.

Executive Session: Billie made the motion to go into Executive Session at 9:33 pm, with a 2nd by Lauren. All in favor; motion carried. The following will be discussed:

5ILCS 120/2 (c) (11): Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.

5ILCS 120/2(c) (1): Discuss employee issues- the appointment, employment, compensation, discipline, performance or dismissal of the public body or legal counsel for the public body.

Kim made the motion to exit Executive Session at 10:47 pm, with a 2nd by Billie. All in favor; motion carried.

Action on Executive Session:

- Kim made the motion to continue litigation, with a 2nd by Kelsey. All in favor; motion carried.
- Kelsey made the motion to change the pay rate for Rob Larkins to \$15.00/hour for a call and \$20.00/hour for transport, with a 2nd by Lauren. Roll call: Kim-yes, Lauren-yes, Kelsey-yes, Billie-abstain. 3 ayes, 2 absent, 1 abstention; motion carried. Lauren made the motion to pay Kelsey Wells as temporary fill-in Clerk \$15.00/training with Brenda and \$20.00/hour otherwise, with a 2nd by Billie. Roll call vote: Lauren-yes, Billie-yes, Kim-yes, Kelsey-abstain. 3 ayes, 2 absent, 1 abstention; motion carried. Billie made the motion to hire Tricia Harvey as Village Clerk beginning Monday, May 19, 2025, at a pay rate of \$15.00/hour during probationary period of 45 days, after which, the payrate goes to \$20.00/hour, minimum of 12 hours/week with 20 hours maximum, with a 2nd by Lauren. Roll call vote: Lauren-yes, Kelsey-yes, Billie-yes, Kim-yes. 4 ayes, 2 absent; motion carried.

President/Trustee Comments: Lauren made a request to have a forensic audit for the Village completed. This falls to the Accountability Committee. They will meet on Thursday, May 22, 2025, at 8:00 pm. This will be tabled until June meeting. Rob Larkins with Burke's stated he could take care of the weeds at an abandoned property for a cost of \$125.00. This needs to be put on the June Agenda.

Ross Munsterman, the Village Attorney, was present to meet the new board and to answer any questions they may have. He's been with the Village for a few years. He stated that a cannabis ordinance must meet State requirements and then we can go from there. He'll send the Village a model ordinance to go by. The Village could require application fees. The question was asked if three board members can be together as long as no business is discussed. Ross stated yes, as long as there is no Village business discussed, that wouldn't be an issue.

Adjournment: Kim made the motion to adjourn the meeting at 11:13 pm, with a 2nd by Kelsey. All in favor; motion carried.

Village President

Village Clerk