

**VILLAGE OF THOMASBORO BOARD OF TRUSTEES**  
**REGULAR BOARD MEETING**  
**MONDAY, DECEMBER 2, 2024**

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VILLAGE HALL BOARD ROOM  
101 W. MAIN STREET, THOMASBORO, IL 61878

A Meeting of the Board of Trustees of the Village of Thomasboro was held on Monday, December 2, 2024, President W. Tyler Evans presiding. Mayor Evans called the meeting to order at 7:00pm.

**Pledge of Allegiance**

Mayor Evans led the recitation of the Pledge of Allegiance.

**Roll Call**

Upon Roll Call, the following members were present:

Mayor Tyler Evans, Trustee Anthony Grilo, Trustee Jeff Robertson, Trustee Dustin Hill, Trustee Cale Coffin, Trustee Mickey Wilson, and Trustee John Martin

The following representatives of Village departments were also present: Chad Polsky, Public Works Superintendent, Mike Martinez, Chief of Police, Deanna Zehr, Office Manager, Leon Albers, Treasurer, and Tana Ward, Village Clerk

**American Rescue Plan Act**

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Mr. Albers reported that the American Rescue Plan Act (ARPA) fund balance is currently \$8,748.00. Under the ARPA guidelines, the funds must be allocated prior to December 31, 2024 with the funds being expended prior to December 2026.

Trustee Grilo moved to allocate \$7,357.50 of ARPA funds towards the purchase of the nitrification tester. Trustee Martin seconded the motion.

On a Roll Call vote:

YEA: Grilo, Hill, Martin, Wilson, Robertson

NAY: None

The motion carried 5-0

Trustee Grilo moved to commit the remainder of the ARPA funds totaling \$1,388.54 towards an A & R Mechanical invoice for pump repairs made to the Church Street Lift Station. Trustee Hill seconded the motion.

On a Roll Call vote:

YEA: Grilo, Hill, Martin, Wilson, Robertson

NAY: None

The motion carried 5-0

Trustee Cale Coffin arrived at 7:04pm.

### **Presentation/Approval of Bills**

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Trustee Coffin questioned the \$1,192.50 reimbursement to Concrete, Inc. for the materials to install a concrete pad at West Side Park for the bench donated by the Girl Scouts. Ms. Ward stated that this item was voted on during the November Board Meeting, adding that the motion was made by Trustee Coffin, seconded by Trustee Robertson, and passed on a 5-0 vote.

Following a review of the monthly bills, Trustee Grilo moved to authorize and approve the payment of the current bills as presented on the financial report. Trustee Hill seconded the motion.

On a Roll Call vote:

YEA: Grilo, Hill, Martin, Wilson Coffin, Robertson

NAY: None

The motion carried 6-0

### **Discussion/Approval of Minutes**

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The November 4, 2024 Board Meeting Minutes will be deferred until the January 2025 Board Meeting.

### **New Business**

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Trustee Robertson made a motion to approve the 2025 Tax Levy as presented. Trustee Coffin seconded the motion.

On a Roll Call vote:

YEA: Robertson, Grilo, Hill, Martin, Wilson, Coffin

NAY: None

The motion carried 6-0

Mayor Evans stated that annual holiday bonuses are awarded to staff in December. Trustee Grilo suggested that Ms. Zehr receive an additional bonus due to implementing the MuniLink utility billing software. Trustee Hill added that each staff person should be granted the extra bonus with all of the added work put in. Mr. Albers agreed with the statement. Trustee Coffin stated that the Village should look at an increase in pay for staff, not a one-time bonus with the additional work load.

Trustee Coffin made a motion to authorize and approve a \$100.00 bonus for each Village Staff member. Trustee Robertson seconded the motion.

On a Roll Call vote:

YEA: Coffin, Robertson, Grilo, Hill, Martin, Wilson

NAY: None

The motion carried 6-0

Ms. Ward presented the 2025 Board Meeting schedule. The only conflict with the first Monday monthly is the September meeting which falls on Labor Day. The September Board Meeting would be held the following week on September 8.

Trustee Grilo made a motion to approve the 2025 Board Meeting schedule as presented. Trustee Wilson seconded the motion. Motion carried viva voce vote.

### **Old/Other Business**

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Mr. Polsky reported on reinstating the secondary lawn meter process, adding that he is ready to install a test meter. Ms. Zehr recommended moving forward with the “Deduction Meter” to allow a few cycles to fine tune the process with MuniLink. Trustee Martin will have a second meter installed to test the system.

Mr. Polsky stated that he had received a loaner nitrification tester. He added that he will start testing daily to get a baseline. Then he plans to shut down the Standpipe to see if flushing the system out provides better numbers.

Mrs. Zehr reported that the Village will transition from training to customer service only with Muni-Link in mid-December. A few residents are still set-up on autopay with EJ Water Cooperative, and those residents are being reached out to get it switched over to the Village.

### **Police Department**

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Chief Martinez provided his monthly report. He spoke to a representative regarding the body-worn cameras. Grants were anticipated to open up in late November, however that has been delayed at this time.

### **Public Works**

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Mr. Polsky provided the monthly Public Works report with no additional items of note.

### **Water Plant Renovation/Replacement Update**

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Seth Flach of Milano & Grunloh Engineers reported on the Illinois Environmental Protection Agency loan application to fully replace the Water Plant. He is working on updating the figures to work within the desired scope. The Engineering Agreement would include language that the Village will not move forward with the agreement unless the funding desired is received. Optimally, the Village will be able to also receive a Department of Commerce and Economic Opportunity (DCEO) Public Infrastructure Grant to assist with the cost.

### **Commercial Street Project Update**

Mr. Flach stated that he is investigating options for the 2025 Commercial Street Project through the DCEO. He added that the Economic Development Program would not be the best option for the Village due to the five-year job creation requirement. He will confirm if the requirement includes part-time positions created.

### **Village Treasurer's Report**

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Mr. Albers provided the monthly Treasurer's report.

### **Committee Reports**

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Trustee Coffin reported that the Village has received a donation of \$2,000.00 towards the 2025 Veteran's Banners Program.

### **Public Comment**

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Mayor Evans opened up the public comment portion of the meeting per the Open Meetings Act.

Fire Chief Paul Cundiff reported that the Fire Protection District had a great turn out for the Pancake Breakfast, and he also thanked the Village for their support with the Cookies for Santa event.

### **Adjournment**

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There being no further business to come before the Board, Trustee Coffin moved to adjourn the meeting. Trustee Robertson seconded the motion. Motion carried viva voce vote.

Mayor Evans adjourned the meeting at 7:55pm.

### **ATTEST:**

I, Tana Ward, Village Clerk of the Village of Thomasboro, Illinois, do hereby certify that the foregoing minutes are a true and correct copy of the Regular Meeting of the Board of Trustees held on December 2, 2024 as the same appears on the records of the Village now in my custody and keeping.



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Tana Ward, RMC, CMC  
Village Clerk