

VILLAGE OF MARYVILLE
WEDNESDAY, MARCH 12, 2025
CAUCUS MEETING MINUTES

6:30 PM Call to Order

Mayor Short called the Caucus meeting of Wednesday, March 12, 2025 to order.

6:30 PM Pledge of Allegiance

6:30 PM Roll Call.

Trustees Present: Vallino, Schmidt, Bell, Kostyshock, Clark, White

Also in attendance were Deputy Clerk Fuhler, Administrator Flannery, Attorney Wykoff, Fire Chief Dankenbring, Water/Sewer Superintendent Hoffmann, Street Superintendent Keplar, Police Chief Manley, and Building/Zoning Administrator Fulton.

There were two guests.

6:30 PM Minutes – February 26, 2025

Mayor Short called for approval of the minutes of the February 26, 2025 Caucus meeting. He asked if there were any corrections, clarifications or additions to the minutes as presented. There were none.

Motion to Approve, Moved by Vallino, Seconded by Clark: (Yes = 6)

Yes: Vallino, Schmidt, Bell, Kostyshock, Clark, White

6:31 PM State Fire Marshal's Small Equipment Grant – Dankenbring

Fire Chief Dankenbring reported that he applied for the Office of the Illinois State Fire Marshal's Small Equipment Grant in September 2024 and recently received notice that the Maryville Fire Department was awarded \$15,265. The grant will fund the purchase of four Res-Q-Jack stabilizing and lifting struts, which will allow personnel to secure and stabilize vehicles on uneven terrain after accidents. Chief Dankenbring requested Board approval to purchase the Res-Q-Jack Apex-style, 4-Point Deluxe Stabilization and Lifting System, along with accessories, from AEC Fire at a total cost of \$16,005. He noted that the price had increased since the initial grant application, leaving the Village responsible for covering the \$740 difference. He also stated that the full grant amount will be issued within 90 days of the February 25th agreement execution date. The Board agreed that Chief Dankenbring should proceed with ordering the equipment tomorrow.

Ok to place on the next board meeting agenda for approval.

Mayor Short thanked Chief Dankenbring for his efforts in applying for the grant, working to reduce expenses, and upgrading much-needed equipment.

Chief Dankenbring stated that Probationary Firefighter Pogue is a week and a half into Fire Academy and is doing well.

6:33 PM Revision to Plumbing Fee Schedule – Fulton

Building/Zoning Administrator Fulton explained that the revision to the Plumbing Fee Schedule is a standard increase to accommodate the increase in the Village's costs. The proposed amended Title XV, Chapter 150, § 150.17 PERMIT FEE SCHEDULE, Item D reads as follows:

(D) Plumbing inspection fees.

- (1) New construction – Residential: \$250.
- (2) New construction – Commercial: \$325.
- (3) Repair/alter or in a room addition – Residential: \$175.
- (4) Repair/alter or in a room addition – Commercial: \$225.
- (5) All re-inspections which result from either the premises failing an initial inspection or for no access to the building: \$150.
- (6) Commercial plumbing plan review fee \$100 for the first 60 fixtures, \$15 each additional fixture.

Mayor Short emphasized the addition of item (D)(6) “Commercial plumbing plan review fee \$100 for the first 60 fixtures, \$15 each additional fixture”, noting that these are standard fees for commercial plumbing reviews that the Village had not been charging.

Ok to place on the next board meeting agenda for approval.

6:35 PM Water/Sewer Department Replacement Employee – Hoffmann

Mayor Short stated that six interviews were conducted last week for a public works laborer replacement.

Water/Sewer Superintendent Hoffmann reported that one of his employees will be retiring on June 6th and that he would like to hire two of the six candidates to fill this vacancy, as well as the most recent resignation. He noted that both new hires will require CDL training and that he intends to coordinate with Madison County, as he did with his most recent hires.

Mayor Short added that once the official hiring protocol is completed, the Board will review and approve conditional offers for the two candidates.

6:38 PM Heating & A/C Routine Maintenance – Keplar/Flannery

Mayor Short explained that the Board had considered a maintenance contract for routine heating and air conditioning services for the Village buildings. He noted that the topic had been discussed multiple times, with input from department heads, and that an inventory of the systems had been conducted to determine the age of most HVAC equipment.

Street Superintendent Keplar stated that Viviano Heating & Cooling conducted an inventory of the Village’s twenty-six HVAC units and determined that most are extremely old. He noted that due to their age, he would not recommend contracting out routine maintenance at this time.

Administrator Flannery stated that the Village is in the budget planning process, which includes identifying funding sources for capital improvements, such as vehicle and equipment replacement. She noted this would be included in the budget package, with funds set aside for future replacements. Flannery emphasized that the Village could reconsider entering a maintenance contract as HVAC units are upgraded.

Mayor Short stated that the recommendation is to continue monitoring and maintaining the systems in-house while partnering with Viviano Heating & Cooling for as-needed HVAC maintenance.

6:48 PM Police Vehicle Replacements – Manley

Police Chief Manley requested Board approval to purchase two patrol vehicles to replace a 2017 Ford Interceptor Utility Vehicle (Unit #186) with over 130,000 miles and a 2020 Ford Interceptor Utility Vehicle (Unit #196) requiring major repairs that are too costly to justify. He proposed purchasing two 2025 Ford Police Interceptor Utility Vehicles from Morrow Brothers Ford at the state bid price of \$123,476; noting that one vehicle will be financed, while the other will be paid for from the General Fund. Chief Manley added that the new vehicles will accommodate existing

equipment from the old units and that these purchases align with the Police Department's patrol vehicle replacement plan and are included in next year's proposed budget. The Board authorized Chief Manley to place the order for two cars.

Ok to place on the next board meeting agenda for approval.

Chief Manley reported that the final round of interviews has been completed, and a preliminary list is expected to be available next week.

6:55 PM St. Baldrick's Day Proclamation – Mayor

Mayor Short reminded the Board of the upcoming St. Baldrick's fund-raising event supporting childhood cancer research and proposed issuing a proclamation declaring March 22nd as St. Baldrick's Day in the Village of Maryville, noting that the proclamation could be presented during the event's live feed.

Ok to place on the next board meeting agenda for approval.

6:56 PM Water Service & Pre-Annexation Agreement: 37 Pat Drive, Collinsville – Mayor

Mayor Short stated that this is the Village's standard agreement. Public hearing and Ordinance to be placed on the March 19th Board meeting agenda.

6:57 PM Calendar Updates

3/15 Museum open; 3/16 Discovery Series: My iPhone Can Do All This; 3/17 Museum Committee meeting; 3/17 Park Committee meeting; 3/18 TIF Joint Review Board meeting; 3/19 Board meeting; 3/24 Planning Commission meeting; 3/26 Caucus; 3/27 Zoning Board of Appeals meeting; 3/30 Discovery Series: Mixology; 4/13 Discovery Series: Charcuterie Boards

6:58 PM Public Input

There was none.

6:58 PM Trustee Comments

Trustee Clark requested clarification regarding the recent "No Burn Order" issued by Fire Chief Dankenbring, specifically how residents are notified. Fire Chief Dankenbring stated that the order was issued today in response to three fire calls occurring within five minutes, two of which were brush fires. The decision was made due to dry vegetation and high winds in the area. Mayor Short clarified that notifications were posted on the Village Hall marquee, the Village website, and associated Facebook pages.

7:00 PM Mayor Comments

Mayor Short reported that Chief Dankenbring conducted eight interviews for part-time firefighter paramedics and provided a list of five applicants to the Board members. He emphasized that the Chief intends to use these five firefighter paramedics to staff the second ambulance.

In response to Trustee Vallino's inquiry regarding the union's stance on the Village staffing the second ambulance with part-time employees, Mayor Short stated that no contractual violations have been found, and no grievance has been filed.

Trustee White added that the full-time staff would likely welcome the part-time employees, as they have been working extra hours serving the community.

Chief Dankenbring confirmed that his department has no issues with hiring part-time employees and expressed hope that the Union Executive Board will not be allowed to decide on their behalf.

Mayor Short stated that the Pavilion in the Park project will not go out for bid at this time, as the initial estimate came in at \$880,000. He explained that costs are being itemized and reviewed for evaluation, and additional funding sources are being considered.

7:07 PM Adjournment

There being no further business to come before this meeting, Mayor Short called for a motion to adjourn.

Motion to Adjourn, Moved by Bell, Seconded by Clark

Vote: Motion carried by unanimous roll call vote (summary: Yes = 6)

Yes: Vallino, Schmidt, Bell, Kostyshock, Clark, White

7:08 PM Adjourned

Respectfully submitted,

Ginny L. Fuhler
Village Deputy Clerk