

**VILLAGE OF MARYVILLE**  
**WEDNESDAY, APRIL 9, 2025**  
**CAUCUS MEETING MINUTES**

**6:30 PM Call to Order**

Mayor Short called the Caucus meeting of Wednesday, April 9, 2025 to order.

**6:30 PM Pledge of Allegiance**

**6:30 PM Roll Call.**

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

Trustees Absent: Schmidt

Also in attendance were Deputy Clerk Fuhler, Administrator Flannery, Attorney Genovese, Treasurer Henry, Street Superintendent Keplar, Water/Sewer Superintendent Hoffmann, Fire Chief Dankenbring, and Police Chief Manley.

There were three guests.

**6:30 PM Minutes – March 26, 2025**

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

Motion to Approve, Moved by Vallino, Seconded by Bell: (Yes = 5)

Yes: Vallino, Bell, Kostyshock, Clark, White

**6:31 PM Troy/Maryville/St. Jacob/Marine Chamber of Commerce, Update for Maryville – Dawn Mushill, CEO**

Mayor Short welcomed and introduced Dawn Mushill, Executive Director of the Troy / Maryville / St. Jacob / Marine Chamber of Commerce. Mushill gave a presentation highlighting how the Chamber-generated funds benefit the communities they serve. She shared mailers and handouts currently in circulation, which promote and cross-promote community events, as well as foster connections among local businesses. Additionally, Mushill discussed the Chamber's use of online and social media platforms which promote their communities and support local needs. She expressed the Chamber's gratitude for the Village's ongoing support, noting that the Village has contributed \$4,500 annually for approximately fourteen years.

Mayor Short acknowledged that the Village has sponsored the Chamber at this level for roughly fifteen years and expressed his support for the newly proposed sponsorship amount of \$5,500, emphasizing the Chamber's significant role in promoting Maryville.

**6:54 PM 2025/2026 Motor Fuel Tax Maintenance Program – Keplar**

On behalf of Street Superintendent Keplar, Mayor Short reported that this is the Village's annual resolution for the 2025/2026 Motor Fuel Tax Maintenance Program, as required by IDOT. He explained that the resolution appropriating \$400,000 covers street repairs and maintenance, snow plowing, stormwater management and new street signs, which includes additional signage for the snow routes.

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

### **6:57 PM Fiscal Year 2025/2026 Draft Budget Presentation – Flannery**

Administrator Flannery thanked the Board for allowing the budget presentation to be moved up to better align with the 2025/2026 fiscal year. She also expressed her appreciation to Treasurer Henry for the significant time and effort she dedicated to preparing the draft budget proposal. Flannery encouraged the trustees to ask questions or share any concerns following the presentation and throughout the week leading up to next week's meeting, when the budget will be presented for Board approval. She went on to highlight items of interest, including the addition of an Economic Development account under the General Fund. Flannery noted that the proposed budget projects a surplus of \$256,245 in the General Fund and a surplus of \$1,655,120 in the WSOM Fund.

Treasurer Henry then provided a financial overview of the 2025/2026 Fiscal Year Budget for both the General and WSOM Funds. She pointed out that routine account overages, such as those in Building/Zoning, Fire & Police, and Streets, are consistently covered by the General Fund.

Administrator Flannery provided an overview of the Village's restricted special funds, emphasizing that the Village of Maryville has access to additional financial resources beyond the General and WSOM Funds. She mentioned a proposed 7% wage increase for non-bargaining employees in the 2025/2026 fiscal year, due in part to increases tied to union contracts. Flannery added that a proposal related to personnel will be presented during a future meeting. She also gave an update on the Village's current grant funding status and addressed the increase in expenditures, offering context and explanation regarding their nature.

Trustee White expressed his gratitude to Treasurer Henry and Administrator Flannery for their hard work in preparing the proposed budget. He noted his appreciation for the Trustees' involvement throughout the process and commended the efforts to streamline the presentation, making it easier to understand.

Administrator Flannery concluded by thanking the staff for their support and collaboration, noting their willingness to participate was instrumental in completing the budget process.

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

### **7:41 PM Revisions to Purchasing Policy – Flannery / Mayor**

Mayor Short stated that due to changes in the economy and the structure of the Village of Maryville's administration, he, Administrator Flannery, and Treasurer Henry have discussed proposing updates to the Village's Purchasing Policy, which was adopted a few years ago. He noted that corresponding changes to the related Ordinance would also be necessary. Mayor Short added that the Ordinance will be amended to reflect current statutes, include clearer language, and provide increased in-house authority for administrative decisions. He then provided an overview of the proposed changes.

Administrator Flannery stated that these updates will allow staff and administration to carry out day-to-day operations more efficiently and without interruption. She emphasized that the practices outlined in the proposed Ordinance are commonly used in neighboring communities.

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

### **7:50 PM Congressional Prayer Breakfast – Mayor**

Mayor Short reported that the Congressional Prayer Breakfast will be held on Monday, May 12<sup>th</sup> beginning at 7 a.m. at SIUE in the Meridian Ballroom. He noted that Robert Plummer will be the keynote speaker and proposed purchasing a table of nine, which he would like to offer to the Ministerial Alliance. He added that a second table could be purchased for interested Trustees and staff.

Trustee White proposed purchasing two tables.

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

**7:51 PM Water Service & Pre-Annexation Agreement: 204 Woodridge Court, Collinsville – Mayor**

Mayor Short stated that this is the Village's standard agreement. Public hearing and Ordinance will be placed on the April 16<sup>th</sup> Board meeting agenda.

**7:52 PM Annexation: 5502 Old Camp Graham Road, Collinsville – Mayor**

Mayor Short stated that this is the Village's standard annexation ordinance, and that the property is contiguous.

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

**7:52 PM Calendar Updates**

4/12 Master Gardeners clean-up day, 4/13 Discovery Series – Charcuterie Boards; 4/25-4/26 Village Yard Sales

**7:54 PM Public Input**

There were none.

**7:54 PM Trustee Comments**

Trustee Vallino asked whether Code Enforcement Officer Fulton has been notifying residents of code violations, such as overgrown grass. He also noted that several fences in the area were damaged during recent storms. Vallino concluded by asking for an update on the burn ban.

In response, Mayor Short confirmed that Officer Fulton has been notifying residents of code violations. He clarified that properties with downed fences should receive property maintenance notices. Fire Chief Dankenbring reported that the burn ban has been lifted but reminded the Board that designated burn days are Fridays and Saturdays.

Trustee Kostyshock presented the monthly Heritage Museum Report.

Trustee White mentioned that he had spoken with the department heads about obtaining MusicFest wristbands for the Village staff and reminded them to provide a head count by April 25<sup>th</sup>.

**7:57 PM Mayor Comments**

Mayor Short provided the following updates:

- Last year's electrical aggregation contract was a two-year agreement with a six-month rate adjustment option. The six-month opener takes effect in June, increasing the current rate from 8.954 cents to 9.808 cents per kilowatt-hour for the next two years. This increase anticipates new rate releases from Ameren. The Master Agreement was recently extended. If residents call with questions, this is the explanation to provide. Residents will receive letters 21 days prior to the rate change and will have the option to opt out, as this is an "Opt Out" program.
- Christ Brothers completed work on Professional Park Drive yesterday. The project was completed efficiently with minimal disruption, and the area looks very nice.
- The Nottingham project is progressing well and is expected to be completed by the end of next week.
- Trustees were reminded that their Statements of Economic Interest are due by **May 1st**.

- Progress on the Keebler/Route 162 roundabout is pending Southwestern Electric's relocation of a utility pole. State Route 162 will remain open during the project, although there may be occasional lane restrictions.
- Regarding the Route 157/Route 162 project, the Village is waiting for IDOT to remove their storage containers. The Village has informed IDOT that it will not bore under the containers to move its water lines.
- The Mayor's Prayer Dinner will be held on May 1st at 6:30 p.m. at Maryville First Baptist Church. Tickets are \$10 each, and a final headcount will be taken in two weeks.

On a side note, Water/Sewer Superintendent Hoffmann reported that his employee Jeff Williams will be retiring after thirty-five years of service to the Village of Maryville and that his last day will be June 4<sup>th</sup>.

### **8:05 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 Mayor Short, Seconded by Clark

Vote: Motion carried by unanimous roll call vote (summary: Yes = 5)

Yes: Vallino, Bell, Kostyshock, Clark, White

### **8:06 PM Adjourned**

Respectfully submitted,

Ginny L. Fuhler  
Village Deputy Clerk