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

6:02 PM Call to Order
Mayor White called the Caucus meeting of Wednesday, November 12, 2025 to order.

6:02 PM Prayer / Pledge of Allegiance
Mayor White opened the meeting with prayer and led the Pledge of Allegiance.

6:03 PM Roll Call.
Trustees Present: Vallino, Bell, Clark, Gulledge, Kukla.
Absent: Schmidt.

Public Comments
There were none.

6:03 PM Minutes – October 22, 2025
Mayor White called for a motion to approve the minutes of the October 22, 2025 Caucus meeting.
Motion to Approve, Moved by Vallino, Seconded by Kukla.
Vote: Motion passed (summary: Yes = 4, No = 0, Abstain = 1).
Yes: Vallino, Bell, Gulledge, Kukla.
Abstain: Clark.

6:04 PM MS-4 Storm Water Program Review/Presentation – Keplar
Superintendent Keplar presented the annual MS4 report, as mandated by the State. We are required to submit a yearly report to the IEPA outlining the progress made toward meeting the goals in our NOI.

6:09 PM Vacation of Janet Street – Flannery
Administrator Flannery presented a drafted ordinance to vacate Janet Street off Bauer Lane. She explained that four property owners have agreed to cover all costs to maintain the property. The Village will retain an easement through and across all of the affected area. A public hearing on this matter will be held on November 19th.
All were ok to place on agenda for next Board meeting.

6:11 PM Agreement with Collinsville for Wastewater Treatment Services – Flannery
Administrator Flannery presented the final draft of the second amendment to the intergovernmental agreement between the City of Collinsville and the Village of Maryville for water treatment services. She noted that the first amendment was completed in 2008. The new agreement establishes an initial 15-year term, followed by 10-year renewal terms. She stated that there are not many changes, but one update is the removal of the previous flow restriction.
All were ok to place on agenda for next Board meeting.

6:16 PM Social Media Use Policy – Flannery
Administrator Flannery presented the updated Social Media Policy to the Board. She explained that she and legal counsel had reviewed the previously drafted policy, as well as the existing used by the Police and Fire Departments, both of which maintain their own websites and social media pages. A new Section 8 was added to clarify that the Police and Fire Departments are permitted to operate social media accounts, but must remain compliant with the Village's overall policy.
Attorney Genovese noted that the primary concern is maintaining control over what is posted, as well as how comments are handled. She added that it would not be practical for Police and Fire to follow the exact same policy as other departments because their posts often involve crime-related information, safety issues, and other matters unique to their operations.
Mayor White emphasized that having the policy in writing is important to ensure proper oversight and to verify that any information posted under the Village's name is accurate and appropriate.
Trustee Vallino asked what happens if an employee violates the policy. Mayor White responded that violations would be handled as an HR matter. The employee's supervisor would notify Administrator Flannery, and depending on the severity of the violation, the Department Head may address it. If necessary, the issue would be escalated to Administrator Flannery and the Mayor.
All were ok to place on agenda for next Board meeting.

6:21 PM Annexation: 20 Rosewood Drive, Maryville – Mayor
Mayor White stated that these were standard annexations and that letters had been sent to all property owners, which were signed and returned.
All were ok to place on agenda for next Board meeting.

6:21 PM Annexation: 2004 Hillcreek Road, Collinsville – Mayor
All were ok to place on agenda for next Board meeting.

6:21 PM Annexation: 3067 Keebler Road, Collinsville – Mayor
All were ok to place on agenda for next Board meeting.

6:22 PM Calendar Updates
11/15 Turkey Trot; 11/15 Museum open; 11/17 Museum Committee meeting; 11/17 Fire Pension Board meeting; 11/17 Parks & Rec meeting; 11/19 Board meeting; 11/25 Caucus meeting, 11/29 Museum – Old Time Christmas with Santa

6:25 PM Trustee Comments

6:25 PM Trustee Vallino commented that Saturday's highway cleanup went well and had a good turnout.

6:25 PM Trustee Bell commented that as he was coming up Old Keebler, he noticed the signs posted for leaf removal scheduled for November 17th by the Township.

6:26 PM Trustee Clark reminded everyone about the upcoming Turkey Trot on November 15th.

6:26 PM Trustee Kukla also commented on how successful the highway cleanup activity was.

6:27 PM Mayor Comments

Mayor White informed the Board that his notes are included in the packet and that he works with the Department Heads to provide information they feel is most important for the Trustees to be aware of. He stated that if, after reviewing the notes, there are any questions, Trustees should contact Administrator Flannery or himself.

Mayor White also shared that he received an email from the Mayor of Troy confirming that a roundabout will be installed at Route 162 and Old Troy Road. He noted that this improvement will enhance safety for Glen Carbon, Troy, and our community. Once additional information is received from the engineers, it will be brought back to the Board. Lastly, Mayor White reported that he was contacted by Emma, who oversees governmental affairs for SIUE. On November 20th, from 9:00am-2:00pm., there will be a free food distribution at the Ralph Korte Stadium parking lot on the SIUE campus. They have requested the Village's assistance in helping advertise the event.

6:32 PM Adjournment
There being no more business to come before this meeting, Mayor White called for a motion to adjourn.
Motion to Adjourn, Moved by Bell, Seconded by Kukla.
Vote: Motion carried by unanimous roll call vote (summary: Yes = 5).
Yes: Vallino, Bell, Clark, Gulledge, Kukla.

6:33 PM Meeting adjourned

Respectfully submitted,

Tammy Warner
Deputy Clerk