

**VILLAGE OF MARYVILLE  
WEDNESDAY, DECEMBER 10, 2025  
CAUCUS MEETING MINUTES**

**6:00 PM Call to Order**

Mayor White called the Caucus meeting of Wednesday, December 10, 2025 to order.

**6:00 PM Prayer / Pledge of Allegiance -**

Mayor White opened the meeting with prayer and led the Pledge of Allegiance.

**6:01 PM Roll Call.**

**Trustees Present:** Vallino, Schmidt, Bell, Clark, Kukla.

**Trustees Absent:** Gullledge.

**6:01 PM Public Comments**

There were none

**6:01 PM Minutes – November 25, 2025**

Mayor White called for a motion to approve the minutes of the November 25, 2025 Caucus meeting.

Motion to Approve, Moved by Vallino, Seconded by Bell.

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

**Yes:** Vallino, Schmidt, Bell, Clark, Kukla.

**6:02 PM FGM Presentation**

FGM presented three proposed conceptual designs and site options for a new Police Station and Village Hall to the Board. The presentation was delivered by Josh Mandell, Matt Niemeyer, and Paul Luzeky. The presenters discussed mine remediation at the existing property where the current Police Station and Village Hall are located. This would involve verifying the location of the mine and grouting existing mine conditions to allow the facilities to remain centrally located. FGM indicated that the most economical option appears to be construction on the existing site. In a worst-case scenario, preparing the ground for construction through drilling and grouting was estimated to cost approximately \$3 million.

Zoning Administrator Fulton spoke regarding bids for exploratory drilling related to mine conditions at Village Hall and the Police Station. The mine is estimated to be approximately 237 feet deep. The bid received was from Durbin Geothermal for exploratory drilling, including fifteen (15) bore holes, camera inspections, and engineering services, at an estimated cost of approximately \$363,000. The purpose of the exploratory drilling is to prepare the site and determine existing ground conditions. Following completion of the drilling, four-to six-inch steel casings will be left in place and capped. Once the exploratory drilling is completed and results are received, the Village will be able to proceed with bidding for the grouting work.

**6:51 PM 2025 Levy – Henry**

Treasurer Henry presented the draft of the proposed 2025 Tax Levy. The proposed tax rate is 1.0398, compared to 1.0321 requested in the prior year, resulting in a relatively even rate.

Treasurer Henry stated she does not anticipate an increase to taxpayers. A public hearing is required because the total extension exceeds 105% of the previous year, which is attributable to a

substantial increase in the EAV. The estimated property valuation of \$306 million is based on preliminary figures provided by the county. These figures will be reevaluated and recalculated over the next several months. Treasurer Henry also acknowledged and thanked Melissa Loftus, her designated replacement, for her extensive assistance in preparing the tax levy. Trustee Schmidt concurred with Treasurer Henry's comments and thanked her for her excellent work. A public hearing and levy ordinance will be placed on the agenda for the next Board meeting. All were ok to place on agenda for next Board meeting.

#### **6:57 PM December 15<sup>th</sup> Planning Commission – Fulton**

Zoning Administrator Fulton addressed the Board regarding two items scheduled to be presented at the Planning Commission meeting on Monday, December 15. The first item involves the proposed rezoning of four (4) parcels located north of Illinois Route 162, directly behind Walgreens. The property owners are requesting a rezoning from SR-1 to B-1. The second item is a request for a parking variance related to the demolition of the car wash and the proposed redevelopment of the site for retail space.

All were ok to place on agenda for next Board meeting.

#### **7:01 PM Ordinance 2025-XX Amending Title XV Land Uses – Fulton**

Zoning Administrator Fulton addressed the Board regarding proposed revisions to Appendix B. He stated that the language referencing "10 feet" would be revised to indicate a minimum. The revisions are intended to clarify confusing language by removing the fixed "10 feet" referenced and replacing it with clearer standards.

All were ok to make changes and add to agenda.

#### **6:33 PM Exploratory Drilling Bid – Fulton/Flannery**

Zoning Administrator Fulton asked the Board if there were any questions regarding the proposed exploratory drilling. Mayor White stated that the project is estimated at approximately \$350,000, with a \$54,000 contingency. Trustee Vallino inquired about how other businesses address mine subsidence issues and whether there are construction techniques used other than mine grouting. Administrator Fulton responded that some properties take no action and may never experience issues. He noted that the hospital property is not located over a mine. Trustee Bell asked whether grouting is the only solution. Administrator Fulton responded that there are alternative options; however, exploratory drilling would still need to be completed first to determine site conditions. Mayor White commented that the proposed facility, which will house the Administration and Police Department, is intended to serve the Village of Maryville for decades. Once constructed, the facility will be in long-term use, and therefore it is important to ensure all necessary steps are taken. Mayor White emphasized that exploratory drilling is the first stage of this process and asked whether the Board was agreeable to proceeding with the exploratory drilling contract.

All were ok to place on agenda for next Board meeting.

#### **7:11 PM Short Term Rental Discussion – Fulton/Legal Counsel**

Trustee Clark asked for clarification regarding the \$250 fee from January 1<sup>st</sup> through December 31<sup>st</sup>. Administrator Fulton responded that the \$250 fee includes the rental license and covers inspections and licensing through the Village of Maryville for the calendar year. He clarified that it is an annual fee. Trustee Schmidt asked for clarification regarding ADA requirements. Attorney Genovese responded that if a homeowner resides in the home and chooses to rent it, ADA standards do not apply. However, if the property is a rental house in which the homeowner does not reside, ADA standards are required.

All were ok to place on agenda for next Board meeting.

**7:15 PM Request to Outfit the 2023 F250 Truck with a Snow Plow & Salt Spreader – Keplar**  
Superintendent Keplar addressed the Board regarding the addition of a snow plow to a Street Department truck. He explained that he or his lead typically monitors plowing routes during snow events and believes it would be beneficial to equip this truck with a plow so they can also assist with plowing operations. Superintendent Keplar requested approval to purchase an 8-foot plow blade and a 2.0 cubic yard salt box for the Street Department's 2016 Ford F-250 pickup truck. He stated that the Village already owns the truck and the request is solely for the equipment. The additional equipment would allow staff to assist with parking lots, widen lanes, and service cul-de-sacs. He further noted that the equipment would be non-hydraulic, making installation easier. Trustee Vallino asked about the impact of the equipment on the truck. Superintendent Keplar responded that all equipment is specifically designed for that size vehicle. Trustee Kukla asked whether the plow equipment would be removable so the truck could be used for everyday fleet operations. Superintendent Keplar confirmed that once removed, the truck would return to normal daily use. Trustee Bell asked for an update on the status of trucks that had mechanical issues. Superintendent Keplar responded that the F-750 is back and that parts for the 2010 International have been ordered and the truck is in the process of being reassembled and returned to service. Trustees commended the Street Department for its performance during recent snow events. Trustee Bell asked how being down a truck impacted operations. Superintendent Keplar responded that it added several hours of work time for each employee due to the loss of a vehicle. All trustees were in agreement to order the equipment and place on agenda for next Board meeting.

Superintendent Keplar also updated the Board on the Village's salt supply. He stated that after speaking with the supplier, Compass Minerals, there is no guarantee on delivery timelines due to supply-and-demand conditions. The Village currently has approximately 500 tons of salt available, and he stated he will be diligent in managing usage.

**7:25 PM Glen Carbon Dispatch Intergovernmental Agreement – Dankenbring/Manley/Flannery**

Chief Manley addressed the Board regarding an intergovernmental agreement for police dispatch services. He advised that the Village of Maryville utilizes dispatch services through Glen Carbon and is billed annually for those services. Chief Manley explained that Glen Carbon has added Mitchell and another community to its dispatch system, necessitating an update to the intergovernmental agreement. He noted that there will be a slight increase in cost, attributable to increased call volume. Mayor White added that the Village of Maryville has had substantial cost savings over the years by utilizing Glen Carbon's dispatch services. Chief Manley further stated that the Village partners well with Glen Carbon and is very satisfied with the level of service provided.

All were ok to place on agenda for next Board meeting.

**7:32 PM Employee Insurance Renewal Plans – Flannery**

Administrator Flannery addressed the Board and reported that the Insurance Committee met to review employee health benefits. She noted that the information included in the meeting packet reflects that Blue Cross Blue Shield was the only vendor that submitted a bid. Administrator Flannery stated that the committee's recommendation is to remain with the current health plan, which will have a new plan number, and to transition the dental, vision, and life insurance coverage to Blue Cross Blue Shield/Dearborne. She further noted that the proposed changes would result in an 11 percent increase in cost to the Village.

All were ok to move forward and add to agenda for next Board meeting.

**7:37 PM Henderson Associates Proposal for the Museum Grant Project – Flannery**

Administrator Flannery advised the Board that meetings were held with the Museum Committee, the Friends of the Museum, and Henderson Associates to develop a scope of work. The Village will contract with Henderson Associates to provide design services for ADA-related projects. Mayor White noted that Administrator Flannery will serve as the point person for obtaining State funding. Once the funds are released to the Friends of the Museum, discussions can begin regarding the bidding process and related matters. The Village will enter into a lease agreement with the Friends of the Museum, as the Village owns the building. Trustee Schmidt asked whether there had been any discussion about selling the building to the Friends of the Museum to allow them to assume ownership. Mayor White responded that he did not believe that would be advisable. All were ok to add to agenda for next Board meeting.

**7:41 PM Discussion of No Parking Signs on Renee Drive – Mayor**

Mayor White informed the Board that, upon the advice of Legal Counsel, he contacted the Village's engineering firm. Based on the initial work completed for the Safe Routes Grant, Renee Drive was not included. The engineering firm will conduct a study and present their findings to the Board so a recommendation can be made and a decision reached regarding no-parking signage. This is on hold pending receipt of the study.

**7:42 PM Calendar Updates**

12/15 Museum Committee meeting; 12/15 Planning Commission meeting; 12/16 Holiday Lighting Judging; 12/17 Board meeting; 12/23 Caucus meeting; 12/24 Christmas Eve Holiday – Village Hall and Public Works Closed; 12/25 Christmas Day Holiday – Village Hall and Public Works Closed

**7:44 PM Trustee Comments**

**7:44 PM** Trustee Vallino asked if there was an estimate for the construction cost of the new Police Station and Village Hall. Mayor White responded that the projected cost is in line with the Village of Roxana's project, approximately \$25 million. He noted that they are exploring various funding options, including potential bond financing. Trustee Vallino also asked if there was any update regarding the Keller property. Administrator Flannery responded that a meeting is scheduled to discuss a redevelopment agreement and review the proposed land use concept. She anticipates to bring this back to the Board by the second meeting in January and stated that she will be sending requests to Board members to meet individually.

**7:47 PM** Trustee Kukla commended the Fire and Police Departments on the Shop with a Cop event, noting that there were many happy faces and expressing appreciation for a job well done

**7:48 PM Mayor Comments**

Mayor White shared his notes and asked to please reach out to Administrator Flannery or himself with any questions. He also mentioned that he hopes everyone can attend the Christmas party and noted that the Village has received many nice Christmas cards from various businesses.

**7:48 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, Schmidt, Bell, Clark, Kukla.

**7:49 PM Meeting adjourned**

Respectfully submitted,

Tammy Warner  
Deputy Clerk