

**Minutes of the regular meeting of  
The Board of Trustees of the Village  
of Hoffman, County of Clinton, and  
State of Illinois, held on Wednesday,  
January 13, 2016 7:00 pm**

Meeting called to order by President Guile. The following trustees answered roll call:

**PRESENT:**

Mark Snyder  
Karen Grawe  
Brian Atchison  
Mitch McClaren

**ABSENT**

Jaime Spittler  
Tammy Travis

The minutes of the previous meeting were read by the Village Clerk and approved as read.

**Visitors recognized:** None

**Bills Presented for Approval** – \$13,964.88 monthly bills \$763.59 payroll. Motion to approve paying the bills made by Trustee Grawe second by Trustee McClaren. No opposition. Motion approved.

**Finance/Economic Development** – None

**Health**– None

**Ordinance/Zoning** – Matt Nolte wants to build on the 50x150 lot on Cherry Street.

**Park Beautification** – None

**Streets** – None

**Utilities** – Direct energy bills direct instead of through Ameren

**President's Updates & Comments** – MFT approved.

IEPA has approved the water system; still have questions about water rates.

Sewer operators were approved by the IEPA.

Christmas Lights are coming down this week-end. Bob is going to check all decorations and outdoor power boxes as they take them down.

The internet is down at the hall. Will be calling Netwitz.

Mideastern is coming out tomorrow to check the furnace for the board room.

The Bone house is an eyesore. Going to check ordinances and talk to Bone about getting it cleaned up.

Going to send another letter to the owner of 100 Lyle Drive about cleaning it up.

**Clerk's Updates & Comments – None**

**Attorney's Updates & Comments – None**

**UNFINISHED BUSINESS**

- a. None

**NEW BUSINESS**

- a. New Street Lights  
There are existing power poles between 200-202 N. Cherry and 202-204 N. Oak. Ameren will put the lights up and we only have to pay for the normal operation of the street lights.
- b. New Tables for Village Hall  
Tabled for more information.

**ADJOURNMENT**

Motion to adjourn made by Trustee Atchison second by Trustee Grawe. Meeting adjourned at 7:50 pm.

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Clerk

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Village President

Minutes of the regular meeting of  
The Board of Trustees of the Village  
of Hoffman, County of Clinton, and  
State of Illinois, held on Wednesday,  
February 10, 2016 7:00 pm

Meeting called to order by President Guile. The following trustees answered roll call:

PRESENT:

Mark Snyder  
Jaime Spittler  
Brian Atchison  
Mitch McClaren  
Tammy Travis

ABSENT

Karen Grawe

The minutes of the previous meeting were read by the Village Clerk and approved as read.

**Visitors recognized:** None

**Bills Presented for Approval** – \$10,379.31 monthly bills \$817.63 payroll. Motion to approve paying the bills made by Trustee Travis second by Trustee Spittler. No opposition. Motion approved.

**Finance/Economic Development** – None

**Health**– None

**Ordinance/Zoning** – None

**Park Beautification** – Been approached by the Rebel girls traveling team to use the ball diamond as their home diamond.

**Streets** – Still researching street signs

**Utilities** – The new street lights on North Oak and North cherry have been installed

**President's Updates & Comments** – Internet is back on at the hall. Netwitz had to change the brain box.

Had to order a new battery for the laptop used for the meter readings.

**Clerk's Updates & Comments** – Delinquent water list.  
Questioning if we had an emergency plan.

**Attorney's Updates & Comments** – None

**UNFINISHED BUSINESS**

- a. New Tables for Village Hall – Motion to purchase 5 8” tables from Office Products Center if they could match the price from Royal Office Products made by Trustee Atchison second by Trustee Travis. Roll call vote taken – 5 ayes 0 nays. Motion approved.

**NEW BUSINESS**

- a. Water Rates – Tabled until we receive new rates from Centralia.
- b. Gaming Ordinance - Tabled

**ADJOURNMENT**

Motion to adjourn made by Trustee Spittler second by Trustee Snyder. Meeting adjourned at 8:09 pm.

  
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Clerk

  
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Village President



Minutes of the regular meeting of  
The Board of Trustees of the Village  
of Hoffman, County of Clinton, and  
State of Illinois, held on Wednesday  
March 9, 2016 7:00 pm

Meeting called to order by President Guile. The following trustees answered roll call:

**PRESENT:**

Karen Grawe  
Jaime Spittler  
Brian Atchison  
Mitch McClaren  
Tammy Travis

**ABSENT**

Mark Snyder

The minutes of the previous meeting were read by the Village Clerk and approved as read.

**Visitors recognized:** None

**Bills Presented for Approval** – Motion to approve paying \$7,904.95 monthly bills \$842.21 payroll made by Trustee Grawe second by Trustee McClaren. No opposition. Motion approved.

**Finance/Economic Development** – None

**Health**– None

**Ordinance/Zoning** – None

**Park** – None

**Streets** – Still looking at signs. Will survey the town and see if we need anything else.

**Utilities** – Would like to know what the rate increases from Centralia have been for the past several years.

Duis will be picking up the zero turn mower for routine maintenance,

**President's Updates & Comments** – Village clean-up will be April 9. Need to get a dumpster from Waste Management.

Have the plans and applications for permits for the sewer project.

**Clerk's Updates & Comments** – Delinquent water list. Door handle on the concession stand needs to be replaced.

**Attorney's Updates & Comments – None**

**UNFINISHED BUSINESS**

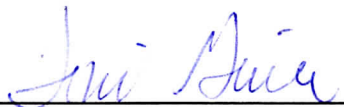
- a. Gaming Ordinance – Motion to authorize Frank Heiligenstein to draft a Gaming Ordinance made by Trustee Spittler second by Trustee Atchison Roll call vote taken. Grawe – yes, Spittler – yes, Atchison – yes, McClaren – present, Travis – yes. Motion approved.

**NEW BUSINESS**

- a. Voting Authority for CCEC Elections – Motion to authorize the Village President to cast votes on behalf of the Village in contested CCEC Trustee elections made by Trustee McClaren second by Trustee Travis. No opposition. Motion approved.
- b. Request from Klover Kids 4-H – Motion to approve donation of \$150 to help with annual egg hunt made by Trustee Spittler second by Trustee Travis. No opposition. Motion approved.
- c. Request form Carlyle High School Parent Boosters – Motion to approve a donation of \$100 for post prom activities made by Trustee Travis second by Trustee Spittler. No opposition. Motion approved.
- d. Request form Rebel Girls Traveling Softball Team – There are two teams, 12 and under and 14 and under, who want to use the Hoffman ball diamond as their home diamond. The use will be co-ordinated with HYSA and Bob Zimmermann. Motion to approve this use made by Trustee Spittler second by Trustee Grawe. Roll Call vote taken – Grawe – yes, Spittler – yes, Atchison – yes, McClaren – yes, Travis – present. Motion approved.

**ADJOURNMENT**

Motion to adjourn made by Trustee Travis second by Trustee Spittler. No opposition. Meeting adjourned at 7:43 pm.

  
Clerk

  
Village President

Minutes of the regular meeting of  
The Board of Trustees of the Village  
of Hoffman, County of Clinton, and  
State of Illinois, held on Wednesday,  
April 13, 2016 7:00 pm

Meeting called to order by President Guile. The following trustees answered roll call:

PRESENT:

Mark Snyder  
Karen Grawe  
Jaime Spittler  
Brian Atchison  
Mitch McClaren  
Tammy Travis

ABSENT

The minutes of the previous meeting were read by the Village Clerk and approved as read.

**Visitors recognized:** None

**Bills Presented for Approval** - \$12,233.62 monthly bills \$4,690.97 payroll

**Finance/Economic Development** – None

**Health** - None

**Ordinance/Zoning** – Two permits were issued. One garage and one driveway expansion

**Park** – Will check with Donco about the bathroom lights

**Streets** – None

**Utilities** – There was a huge mess by the dumpster after the Village clean-up

**President's Updates & Comments** – Street Sweeping by Tidy Town (will check to see if motor fuel funds can be used).

ABATE proclamation for Motorcycle Awareness Month in May.

Been approached about selling the Knolhoff Lot. (will check with the attorney).

There are workshops offered by the IMLRMA

Will be attending a meeting on April 19 on the county wide hazard mitigation.

**Clerk's Updates & Comments** – Delinquent water list – letters have been mailed

**Attorney's Updates & Comments** – None

## UNFINISHED BUSINESS

- a. None


## NEW BUSINESS

- A. Gaming Ordinance  
Motion to approve the gaming ordinance made by Trustee Atchison second by Trustee Spittler. Roll Call vote taken. 6 ayes 0 nays
- B. Motion to accept the trash contract with Waste Management made by Trustee Travis second by Trustee Snyder. No opposition. Motion approved.
- C. HMG Bid letting  
Motion to approve HMG bid letting for the sewer project made by Trustee Spittler second by Trustee Travis. No opposition. Motion approved.
- D. Money Transfer for Park Fund  
Motion to transfer \$10,000 to the Park Fund made by Trustee Travis second by Trustee McClaren. No opposition. Motion approved.
- E. Landscaping in Park  
Tabled for more information.
- F. Mosquito Spraying Contract  
Motion to approve the contract with Egyptian Spraying for \$2700 for 10 sprays made by Trustee Grawe second by Trustee Snyder. No opposition. Motion approved.
- G. Schedule of meetings 2016-2017  
Motion to approve made by Trustee Travis second by Trustee Snyder. No opposition. Motion approved.

## ADJOURNMENT

Motion made by Trustee Travis second by Trustee Spittler. No opposition.  
Motion approved. Meeting adjourned at 8:03 pm

  
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Clerk

  
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Village President



**Minutes of the regular meeting of  
The Board of Trustees of the Village  
of Hoffman, County of Clinton, and  
State of Illinois, held on Wednesday,  
May 11, 2016 7:00 pm**

**Meeting called to order by President Guile. The following trustees answered roll call:**

**PRESENT:**

**Mark Snyder  
Karen Grawe  
Jaime Spittler  
Brian Atchison  
Mitch McClaren  
Tammy Travis**

**ABSENT**

**The minutes of the previous meeting were read by the Village Clerk and approved as read.**

**Visitors recognized:** Sarah Tebbe – HMG, Dennis Haake Jr. – HFPD, Rita Carpenter – HPHP.

Rita talked to the board about the HPHP taking over sponsoring the Village Blood Drive and the Village Wide Yard Sales. Melodie Ainslie will be in charge of the blood drives. Rita shared some promotional ideas that HPHP has for the Village wide yard sales. She also shared that HPHP has some ideas about a Military Memorial in the Village. HPHP was given permission to put a Memorial message in the ball diamond fence.

**Bills Presented for Approval - \$14,699.99 monthly bills \$1,175.21 payroll**

**Finance/Economic Development** – Need to have a committee meeting to work on the Appropriations Ordinance.

**Health** – Ed Meier is complaining about the ditch work that was done in front of his house

**Ordinance/Zoning** – All the ditches need to be looked at for improving the flow of water out of town.

**Park** - None

**Streets** – There is a sign down by the fence on the bike path.

**Utilities** – Water rates

**President's Updates & Comments** – Talked to the owner of the lot that needs to be cleaned up on Lyle Drive.

Sent a letter to the homeowners about an abandoned refrigerator on the porch at a house on Lyle Drive.

Estimated expenses on the old Knolhoff property on Broadway are approx. \$21,000.

**Clerk's Updates & Comments** – Delinquent water list. Letters have been sent.

**Attorney's Updates & Comments** – None

### **UNFINISHED BUSINESS**

a. Park Landscaping – Tom Wernsman looked at the work that needed to be done and gave an estimate of approx. \$7480.00. He recommended that the tree by the big slide be removed at the same time because it is dead. Trustee Travis will obtain some estimates for the tree removal. This agenda item is tabled until we have this information.

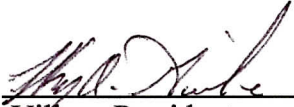
### **NEW BUSINESS**

- A. Fire Hydrants – Dennis Haake Jr. came before the board to report on the Village fire hydrants. There are several fire hydrants in town that need to be repaired or replaced. He will prepare a list of these hydrants. The fire hydrant in front of the fire house need to be replaced, it leaks all the time. Motion to approve replacement of this fire hydrant at a cost not to exceed \$1500.00 was made by Trustee Atchison second by Trustee Spittler. No opposition. Motion approved.
- B. HMG Sewer Bids – Sarah Tebbe presented the bids for the sewer project. Motion to approve the low bid from Haier Plumbing for \$211,845. 00 and authorize the Village President to sign the contract, after funds have been verified, made by Trustee Travis second by Trustee Atchison. Roll Call Vote taken – 6 ayes 0 nays. Motion approved.
- C. Ball Diamond Maintenance – Turfis is needed for the ball diamond. This was tabled for more information on the price and how much is needed.
- D. Park Pavilion/Bathroom Lights – J.F. Electric has some ideas about changing the lights in the bathrooms. Submitted a bid of \$416 for the bathroom lights and \$540 for Dusk to "Dawn lights at the Pavilion. Motion to approve these bids made by Trustee Spittler second by Trustee Snyder. No opposition. Motion approved.
- E. Glass & Shuffett Contract – Contract from Glass and Shuffett for the yearly audit for \$3800. Motion to approve made by Trustee Grawe second by Trustee Spittler. No opposition. Motion approved.

### **ADJOURNMENT**

Motion to adjourn made by Trustee Travis second by Trustee Spittler. No opposition. Motion approved. Meeting adjourned at 9:02 pm

  
Clerk

  
Village President



Minutes of the regular meeting of  
The Board of Trustees of the Village  
Of Hoffman, County of Clinton, and  
State of Illinois, held on  
Wednesday, June 8, 2016

Meeting called to order by President Guile. The following trustees answered roll call:

PRESENT

Mark Snyder  
Karen Grawe  
Jaime Spittler  
Brian Atchison  
Mitch McClaren  
Tammy Travis

ABSENT

The minutes of the previous meeting were read by the Village Clerk and approved as read.

**Visitors recognized:** Monica French – Concerns about not getting times for the use of the ball diamond for 12 and under Rebel Softball team.  
Rita Carpenter – HPHP.

**Bills presented for Approval** – \$10,680.85 monthly bills \$1,368.54 payroll  
Motion to approve made by Trustee Grawe second by Trustee Spittler. No opposition. Motion approved.

**Finance/Economic Development** – Working on appropriations ordinance

**Health** - None

**Ordinance/Zoning** – None

**Park** - None

**Streets** – Mobile home has been removed at 100 Lyle Drive

**Utilities** – Keys for concession stand. Fire hydrant on Short Street and Rt. 161 needs to be replaced – per Ron Carpenter.

**President's Updates & Comments** – Thank you letter from Carlyle Parent Boosters Club.  
Frank Sharp is retiring and selling his business to Robert Risley. Services and costs will remain the same.

Received information from Court Money about setting up an account so that water bills could be paid with credit cards.

**Clerk's Updates & Comments** – Delinquent water list.

**Attorney's Updates & Comments** - None

### **UNFINISHED BUSINESS**


- A. Park Landscaping  
Contacted Rensing Tree Service from Breese, they are too busy to remove the tree. Wedekemper Tree Service submitted a quote for \$775 for the tree by the slide and recommends removal of the Ash Tree at the base of the slide for a price of \$350. This includes grinding the stumps. Motion to approve Wedekemper Tree service to remove both trees for a total cost of \$1125 made by Trustee Atchison second by Trustee McClaren. No opposition. Motion approved.
- B. Fire Hydrants- Tabled
- C. Ball Diamond Maintenance – Tabled
- D. Park Pavilion/Bathroom lights – JF Electric has fixed the lights in the bathroom.

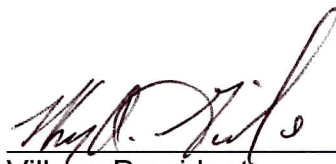
### **NEW BUSINESS**

- A. Village Wide Yard Sales – HPHP will have the bounce house from Kim's Jumps at the lot beside the library. They are having bags made up to give out. Motion to approve \$300 for HPHP to use towards the purchase of the bags and the bounce house, made by Trustee Travis second by Trustee Snyder. No opposition. Motion approved.  
Trustee Snyder will contact Bub's Portable Toilets to provide portable toilets.
- B. Clerk Training – withdrawn
- C. Prevailing Wage Ordinance – Motion to approve the 2016-2017 Prevailing Wage Ordinance made by Trustee Travis second by Trustee McClaren. No opposition. Motion approved.
- D. Water/Sewer/Trash Rates - Tabled

### **ADJOURNMENT**

Motion to adjourn made by Trustee Travis second by Trustee Spittler. No Opposition. Motion approved. Meeting adjourned at 8:40 pm.

  
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Clerk

  
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Village President

Minutes of the regular meeting of  
The Board of Trustees of the Village  
Of Hoffman, County of Clinton, and  
State of Illinois, held on  
Wednesday, July 13, 2016 7:00 pm

Meeting called to order by President Guile. The following trustees answered roll call:

PRESENT

Mark Snyder  
Karen Grawe  
Jaime Spittler  
Brian Atchison  
Mitch McClaren  
Tammy Travis

ABSENT

The minutes of the previous meeting were read by the Village Clerk and approved as read.

**Visitors recognized:** None

**Bills presented for Approval** – \$15,422.71 monthly bills \$1,380.80 payroll  
Motion to approve made by Trustee Grawe second by Trustee Spittler. No opposition. Motion approved.

**Finance/Economic Development** – None

**Health** – Cooler in the concession stand is freezing up

**Ordinance/Zoning** – Contacted Bub's portable toilets. They will be delivering the toilets the day before the Village Wide yard sales.

**Park** – Door was left standing open on the maintenance shed. Trinity Consolidated softball team wants to use the ball diamond for practice. Will have both coaches co-ordinate practice times.  
Still trying to get a written proposal from Wernsman's for the removal of the old mulch on the playground.  
Approximately \$1500 for Kracht to dig out and move the dirt out around the playground equipment.  
Talked to Wedekemper about the trees, he will get to it as soon as the rain stops.

**Streets** – Sink hole on 2<sup>nd</sup> St. looks like it is coming back. Will keep an eye on it.

**Utilities** – Talked to Waste Management. They will fix the billing error.

**President's Updates & Comments – Mosquito report.**

Frank Sharp is retiring

Village and County ordinances were followed in the dog attack incident.

The lot at 100 Lyle Drive is slowly being cleaned up.

**Clerk's Updates & Comments – None**

**Attorney's Updates & Comments - None**

**UNFINISHED BUSINESS**

- a. Fire Hydrants – Waiting on more information.
- b. Ball Diamond Maintenance – Can get turfs for the ball diamond from Hoffman Seed House for \$10.50 a bag. Need about 40 bags. Motion to approve \$420 for 40 bags of Turfis from the Hoffman Seed House made by Trustee McClaren second by Trustee Atchison. No opposition. Motion approved.
- c. Water/Sewer/Trash Rates – Motion to raise water rates to \$11.00 for first 2000 gallons, \$6.00 for the next 1000 gallons, sewer rates to \$9.00 for the first 2000 gallons, \$3.00 for the next 1000 gallons, and raise trash rates to \$13.00 per month, made by Trustee Atchison second by Trustee Grawe. Roll Call vote taken – 6 ayes 0 nays. Motion approved.

**NEW BUSINESS**

- A. Transfer of CD's – Motion to transfer General Fund CD's to General Fund for sewer work made by Trustee Grawe second by Trustee Snyder. No opposition. Motion approved.
- B. Audit Report – Motion to approve the audit report from Glass & Shuffet made by Trustee Travis second by Trustee Spittler. No opposition. Motion approved.
- C. 2016-2017 Budget and Appropriations - Tabled

**ADJOURNMENT**

Motion to adjourn made by Trustee Travis second by Trustee Spittler.

No opposition. Motion approved. Meeting adjourned at 8:24 pm



Clerk



Village President



Minutes of the regular meeting of  
The Board of Trustees of the Village  
of Hoffman, County of Clinton, and  
State of Illinois, held on Wednesday  
August 10, 2016 7:00 pm

Meeting called to order by President Guile. The following trustees answered roll call:

PRESENT:

Mark Snyder  
Karen Grawe  
Jaime Spittler  
Brian Atchison  
Mitch McClaren  
Tammy Travis

ABSENT

The minutes of the previous meeting were read by the Village Clerk and approved as read.

**Visitors recognized:** Dennis Haake, Mike Abernathy from the HFPD – requesting permission to close E. Main St to Oak Street for the Street dance on Sept. 10 and to borrow the picnic tables from the pavilion.

**Bills Presented for Approval** – \$13,907.84 monthly bills and \$1,218.75 payroll 2 bills added for Bub's Portable Toilets and Teklab. Motion to approve made by Trustee Grawe second by Trustee Spittler. No opposition, Motion approved.

**Finance/Economic Development** – None

**Health** - None

**Ordinance/Zoning** – Had an inquiry about golf carts. A village resident is spraying weeds around town, wants to know about compensation from the village. Talked to a resident on 4<sup>th</sup> St. about pool. Post office parking is a problem.

**Park** – Turfis is ordered. James Beaver has some ideas for low maintenance on ball diamond. Mideastern checked the cooler at the pavilion; thermostat is on the top of the cooler. They adjusted the thermostat.

**Streets** – 100 Lyle Drive is better than it was but still has some debris on it. Will have Kracht see about clearing it.

**Utilities** – None

**President's Updates & Comments** – Notified Kracht about pushing up wood pile at the lagoon.

**Clerk's Updates & Comments** – EPA is having a used tire collection for government units only on Wednesday, September 7, in Centralia. Will notify about times, closer to the date.

**Attorney's Updates & Comments** – None

#### **UNFINISHED BUSINESS**

- a. 2016-2017 Village Budget and Appropriations – Information will be posted at the Post Office and on the Website.

#### **NEW BUSINESS**

- a. Repairs on Ford Tractor- Needs new starter and battery at a cost of approx. \$500. Motion to approve repairs made by Trustee Travis Second by Snyder. No opposition. Motion approved.
- b. Park Maintenance – Still waiting on tress to be cut down. Wedekempers will get to it as soon as he can. Talked to Wernsman about digging out the mulch around the playground. Have not received a price from him. Will check with Kracht and Bach Landscaping for prices.
- c. Water/Sewer/Trash Increase Ordinance – received the ordinance from the codifiers. Motion to approve the Ordinance made by Trustee Atchison second by Trustee Snyder. Roll call vote taken. 6 ayes 0 nays. Motion approved.

#### **ADJOURNMENT**

Motion to adjourn made by Trustee Travis second by Trustee Spittler, No Opposition. Motion approved. Meeting adjourned at 7:57 pm

  
Clerk

  
Village President



Minutes of the regular meeting of  
The Board of Trustees of the Village  
of Hoffman, County of Clinton, and  
State of Illinois, held on Wednesday,  
September 14, 2016 7:00 pm

Meeting called to order by President Guile. The following trustees answered roll call:

PRESENT:

Mark Snyder  
Karen Grawe  
Jaime Spittler  
Brian Atchison  
Mitch McClaren  
Tammy Travis

ABSENT

The minutes of the previous meeting were read by the Village Clerk and approved as read.

**Visitors recognized:** None

**Bills Presented for Approval** – \$11,544.96 monthly bills \$1,460.25 payroll

**Finance/Economic Development** – None

**Health** - None

**Ordinance/Zoning** – Orville Boeker thanks the Village for mowing on Pine Street and wants to know if it could be mowed again next year. Recommend that we waive the fees for zoning certificates

**Park** – Trees are down. Kracht Land Improvement gave an estimate of \$80-\$100 per load – Approx. \$1800.00 (This includes hauling away and re-grading when finished) does not include mulch renewal.

**Streets** – None

**Utilities** – Contacted Waste Management about number of trash customers. Made up a flyer about the fall clean-up

**President's Updates & Comments** – There was a fire hydrant knocked down on Broadway and 4<sup>th</sup> St. Ron is getting a price to replace.  
There is a sink hole on the corner of Broadway and 4<sup>th</sup> St. Tom Anderson will fix as soon as he can get to it.  
Thomas Anderson did the mowing on Pine Street.

Had a report of some aggressive solicitors in town. Met with them along with assistance from Clinton County Sheriffs Dept, told them to leave town.

**Clerk's Updates & Comments – None**

**Attorney's Updates & Comments – None**

**UNFINISHED BUSINESS**

- A. 2016-2017 Village Budget and Appropriations – Motion to accept the 2016-2017 Village Budget and Appropriations made by Trustee Grawe second by Trustee Atchison. Roll call vote taken-6 ayes, 0 nays
- B. Park Maintenance – Tabled.

**NEW BUSINESS**

- A. Snow Removal Contract – Motion to accept snow removal contract with Kracht Land Improvement made by Trustee McClaren second by Trustee Snyder. No opposition. Motion approved.
- B. Trick or treat Day/Hours – Motion to set trick or treat day and hours for October 28, 2016 6pm – 8pm for 0-8<sup>th</sup> grade, made by Trustee Travis second by Trustee Spittler. No opposition. Motion approved.

**ADJOURNMENT**

Motion to adjourn made by Trustee Travis second by Trustee Spittler. No opposition. Motion approved. Meeting adjourned at 7:46 pm.

  
Clerk

  
Village President

Minutes of the regular meeting of  
The Board of Trustees of the Village  
of Hoffman, County of Clinton, and  
State of Illinois, held on Wednesday,  
October 12, 2016 7:00 pm

Meeting called to order by President Guile. The following trustees answered roll call:

PRESENT:

Mark Snyder  
Karen Grawe  
Jaime Spittler  
Mitch McClaren  
Tammy Travis

ABSENT

Brian Atchison

The minutes of the previous meeting were read by the Village Clerk and approved as read.

**Visitors recognized:** None

**Bills Presented for Approval** – \$17,725.88 monthly bills \$5,051.05 Payroll  
Motion to approve made by Trustee Grawe second by Trustee Travis No opposition.  
Motion approved.

**Finance/Economic Development** – None

**Health** - None

**Ordinance/Zoning** – None

**Park** – Had a presentation on area ball diamond fees. 4-H is interested in sponsoring the Halloween Parade in Hoffman on Oct. 30.

**Streets** – None

**Utilities** – Checking with Ameren to see if they will pay for the sink hole on Broadway.  
Checked with Executive Business Machines about new copy machine, doesn't think it needs to be replaced at this time.

**President's Updates & Comments** – Waiting on hydrants before we make a claim with the insurance company.

Flyers are out for Trick or Treat day/hours.

**Clerk's Updates & Comments** – None

**Attorney's Updates & Comments – None**

**UNFINISHED BUSINESS**

a. Park Maintenance – Have not received a price for the mulch yet. Pine mulch was recommended. The prices from Wernsmans was for pine mulch - \$1900.00 \$300.00 for truck, \$5,280 for labor – Total of \$7480.00. Tabled until next month.

**NEW BUSINESS**

- a. Tax Levy – Motion to accept the Tax Levy made by Trustee Grawe second by Trustee Spittler. Roll call vote taken – 5 ayes 0 nays. Motion approved.
- b. Fall Clean-up – No good dates were available without rentals so the board decided not to have a fall clean-up this year. Will revisit this in the Spring.

**ADJOURNMENT**

Motion to adjourn made by Trustee Travis second by Trustee Spittler. No opposition. Motion approved. Meeting adjourned at 7:41 pm.

  
Clerk

  
Village President

Minutes of the regular meeting of  
The Board of Trustees of the Village  
of Hoffman, County of Clinton, and  
State of Illinois, held on Wednesday,  
November 9, 2016 7:00 pm

Meeting called to order by President Guile. The following trustees answered roll call:

PRESENT:

Mark Snyder  
Karen Grawe  
Jaime Spittler  
Brian Atchison  
Mitch McClaren  
Tammy Travis

ABSENT

The minutes of the previous meeting were read by the Village Clerk and approved as read.

**Visitors recognized:** Ron Carpenter. Ralph Michael, wants the Village to pay for the water line to his new double wide. He was given a copy of the ordinance and the fee for tapping into the line.

**Bills Presented for Approval** – \$22,512.06 monthly bills \$1,121.26 payroll. Motion to approve made by Trustee Grawe second by Trustee Atchison. No opposition. Motion approved.

**Finance/Economic Development** – None

**Health**– None

**Ordinance/Zoning** – None

**Park** – None

**Streets** – None

**Utilities** – None

**President's Updates & Comments** – Broadway sink hole –  
Anderson's will be starting soon.  
Fire hydrants will be going in soon.  
State has released the CDAP Funds to the Village

**Clerk's Updates & Comments** – Delinquent letters sent out



**Attorney's Updates & Comments – None**

**UNFINISHED BUSINESS**

a. Park Maintenance - Tabled

**NEW BUSINESS**

- A. IML Insurance – Motion to approve the early savings payment made by Trustee Travis second by Trustee Spittler No opposition. Motion approved.
- B. Resolution for 2017 MFT – Motion to submit for approval of \$5000 made by Trustee Travis second by Trustee Grawe. No opposition. Motion approved.
- C. Resolution to use MFT Funds for Snow Removal – Motion to submit for approval to use MFT funds for snow removal made by Trustee Grawe second by Trustee Spittler. No opposition. Motion approved.
- D. Door replacement for Post Office – Trustee Snyder and Mayor Guile will look at the door and see what can be done.

**ADJOURNMENT**

Motion to adjourn made by Trustee Travis second by Trustee Spittler. No opposition. Motion approved. Meeting adjourned at 7:53 pm.



Clerk



Village President