

**VILLAGE OF YATES CITY REGULAR BOARD MEETING MINUTES**  
**WEDNESDAY, NOVEMBER 12, 2025 6:00 P.M. 102 WEST MAIN STREET, YATES CITY, ILLINOIS**

**AGENDA:**

**1. Call to Order**

Hostetler called the meeting to order at 6:00pm

**2. Roll Call:**

Present: Tom Kinzer, Dave Mahr, Seth Lekies, Ron Smith, Matt Ehens, Vonda Brinker, Mark Hostetler  
Also Present: Kevan Cooper, James Record, Neely Carr, Joy Mahr, Molly Richeson from *The Weekly Post*  
Scott Brunton entered at 6:04pm

**3. Pledge of Allegiance**

All present stood and pledged to the flag

**4. Citizens to Address the Board**

No citizens present

**5. Approve Amendment to Minutes from September 10<sup>th</sup> Special Board Meeting**

Ehens moved to approve the roll call amendment for the September 10<sup>th</sup> Special Meeting Minutes. Brinker seconded the motion. Roll call unanimous.

**6. Approve Minutes for October 8<sup>th</sup> Board Meeting, October 22<sup>nd</sup> Special Board Meeting and November 5<sup>th</sup> Committee Meeting**

Ehens moved to approve the October 8<sup>th</sup> Board Meeting, October 22<sup>nd</sup> Special Board Meeting and November 5<sup>th</sup> Committee Meeting. Brinker seconded the motion. Roll call unanimous.

**7. Approve Monthly Bills, Payroll and Financial Statements**

Kinzer made a motion to approve monthly bills, payroll, and financial statements. Ehens seconded the motion. Roll call unanimous.

**8. Discuss/Approve Adoption of Annual Tax Levy Ordinance**

Scott Brunton explained that the tax levy reflects an approximate 3% increase from last year, for a total of \$83,450. Kinzer moved to adopt the annual Tax Levy Ordinance. Ehens seconded the motion. Roll call unanimous.

**9. Police Report – Chief Randy Benson/ Sergeant James Record**

James Record introduced himself to the Board, providing an overview of his background and law-enforcement experience. He will be sworn in as Chief of Police effective December 17, 2025. Record stated that one of his priorities will be recruiting additional officers for the Village.

**OLD BUSINESS:****10. Update on Well/Reservoir Project**

Kevan Cooper reported that the well pump will take approximately two to three weeks to ship. Installation will occur after the pump arrives. Once installation is complete, Albrecht or the subcontractor will clean up the site and plant grass.

**11. Discuss/Update Purchase of Shaft for South Oxidation Ditch Paddle Wheel at the Treatment Plant**

Lakeside submitted a quote of \$13,543.00 for the parts. Kinsel will complete the installation using the Village's equipment.

**12. Update on Water Building Amperage Increase from 200AMP Service to 320AMP Service and Moving Electric Boxes to the Car Port Area**

Hostetler reported an overlap in the project after discussions with AMP and Cooper. Cooper noted that a change of plans would create a 30-day delay. Hostetler and Lekies met with Jason, from AMP, who stated there was \$2,125.00 in parts that were purchased as part of the overlap. The Board will cancel the current contract with AMP and then rehire AMP to install a 320-amp service in the approximate amount of \$9,934.00, which was the first stage of their original bid. The cost will be reduced by the parts that can be used for the 320-amp service. The remaining unused parts will be credited toward the upcoming change of plans that Cooper will complete for the reservoir project regarding the electrical box and panel placement.

**13. Discuss/Approve New Three (3) Year Contract with TEST**

Kinzer moved to approve the new three-year contract with TEST. Lekies seconded the motion. Roll call unanimous.

**14. Update on Document Destruction with Confidential Security Corp**

Brian moved the totes from the shed into the old library. Joy has been sorting the water documents. Neely will remove and sort documents from the office file cabinets. All documents will be individually measured, and the application will be completed and submitted.

**15. Update on Water Shut-Off Valve Exercising and Hydrant Flushing**

Hostetler reported that Mason from Kinsel created a map showing the locations of the shutoff valves and hydrants. Forty-six shutoff valves have been located, with six remaining from the last Google Earth review. Cooper, Mahr, and Hostetler will continue locating additional valves, with a meeting scheduled for 9:30am tomorrow. The goal is to prioritize valves to allow shutting off a quarter of the town at a time, eventually reducing to an eighth. Thirty-seven hydrants have been located, old flushing records and maps indicate the end-of-line count would be thirty-nine, with a possibility of up to forty-two.

**16. Update on Holiday Main Street Decorations**

Brinker reported that three of the decorations were being repaired by an individual Bruce knows. They are expected to be returned tomorrow. Brian and Bruce will place the lights on them. Barry Brashers will install the decorations and coordinate timing with Bruce and Brian.

**NEW BUSINESS:****17. Acceptance of Two Bids for Review from Laverdiere Construction – \$1,476,980.00 and Leander Construction- \$1,478,000.00 for Reservoir Project**

The Board discussed Agenda items 17 and 18 together due to related subject matter.

**18. Discussion/Approve Bids and Award of Contract for Reservoir Project**

Cooper noted that the bid amounts given for the agenda had been reported incorrectly and were in fact reversed. Cooper presented the Board with a bid tabulation sheet, including the estimated amounts, and reported that the EPA loan includes \$506,000.00 in forgiveness with a 30-year loan term. Ehens moved to issue a notice of intent to award Leander Construction Inc. of Canton for their bid of \$1,476,980.00. Smith seconded the motion. Roll call unanimous.

**19. Discuss/Approve Repair of Gate Valve at Treatment Plant in an amount not to Exceed \$1,400.00 to Kinsel**

Hostetler reported Kinsel provided an estimate of \$600.00 for labor and \$600.00 for materials to repair the fare valve. Kinsel will use Village equipment for the work. Kinzer moved to approve Kinsel's repairs in an amount not to exceed \$1,400.00. Lekies seconded the motion. Roll call unanimous.

**20. Discuss/Approve Commemoration Sign for David Maxwell**

The Board revisited the prior request submitted by Robin Tompkins for a commemorative sign recognizing David Maxwell's bench press achievements. During discussion, Joy Mahr informed the Board that Maxwell's residence has not had an active water account for several years. Records indicate the last meter read was in 2016, and a past-due balance was paid in 2022. No subsequent request to restore water service has been made. The property did not receive a radio-read meter during the system upgrade due to the assumption that the house was vacant. Public Works will inspect the property to determine meter status, curb stop functionality, and whether a radio-read meter needs installed. Maxwell will also be required to complete the Village's cross connection control survey. The Board noted concerns regarding the condition of the property, including visual debris and fallen branches on the garage.

**21. Discuss/Approve Santa's Breakfast Donation in the Amount of \$400.00**

Kinzer moved to approve a donation in the amount of \$400.00 to the Santa's Breakfast. Smith seconded the motion. Roll call unanimous.

**22. Discuss/Approve Purchase of Employee Gifts in the Amount of \$580.00**

Ehens moved to approve the purchase of employee gifts in the amount of \$580.00. Smith seconded the motion. Roll call unanimous.

**23. Discuss/Approve Purchase of New Public Works Computer in the Amount of \$439.99 to CK Computers**

Hostetler reported the Public Works computer has been replaced with a used all-in-one unit running Windows 11. The computer is operating properly with no issues reported. Kinzer moved to approve the bill in the amount of \$439.99 to CK Computers. Ehens seconded the motion. Roll call unanimous.

**24. Motion to Authorize Village President to Receive, Review, and Approve New Energy Contract with Constellation Energy for Electrical Energy without Further Village Board Action Due to Time Constraints Required by Bidding Process**

Hostetler reported that the Village's existing four-year contract with Constellation energy, approved in May, includes the old library account, which is offset by the dates of the other accounts. The contract is due for renewal, and the updated rate has not yet been received. Ehens suggested that Hostetler attempt to arrange for all accounts to renew on the same date. Kinzer moved to authorize the village president to receive, renew, and approve the new electrical energy contract with constellation energy without further Board action due to time constraints in the bidding process. Lekies seconded the motion. Roll call unanimous.

**25. Discuss/Approve Village President and Board Trustees to Operate Snowplow Equipment During the 2025-2026 Winter Season**

Kinzer moved to approve the Village President and Board Trustees to operate snowplow equipment during the 2025-2026 winter season. Ehens seconded the motion. Roll call unanimous.

**26. Discuss/Approve Hiring Ken Vallas for Emergency Snowplowing for 2025-2026 Winter Season**

Kinzer moved to approve hiring Ken Vallas at an hourly rate of \$15.00 for emergency snowplowing during the 2025-2026 winter season. Lekies seconded the motion. Roll call unanimous.

**27. Discuss/Approve Hiring Levi Carr for Emergency Snowplowing for 2025-2026 Winter Season**

Kinzer moved to approve hiring Levi Carr at an hourly rate of \$15.00 for emergency snowplowing during the 2025-2026 winter season. Lekies seconded the motion. Roll call unanimous.

**28. Discuss/Approve Hiring Jason Waugh for Emergency Snowplowing for 2025-2026 Winter Season**

Kinzer moved to approve hiring Jason Waugh at an hourly rate of \$15.00 for emergency snowplowing during the 2025-2026 winter season. Lekies seconded the motion. Roll call unanimous.

**29. Discuss Retirement of Police Sergeant Jeff Pemberton**

Hostetler read a letter from Police Sergeant Jeff Pemberton announcing his retirement from the Yates City Police Department. The Board expressed its appreciation for his years of service and dedication to the community and extended its best wishes for his retirement.

**OTHER BUSINESS:**

**30. Committee Reports**

No reports given.

**31. Discussion of Such Other Business as may Properly Come before the Board and Action, if any, to be Taken as Result of Discussions**

No other business.

**ADJOURNMENT:** Kinzer moved to adjourn the meeting. Ehens seconded the motion. Roll call unanimous. Meeting adjourned at 7:08 p.m.

Respectfully submitted, Neely Carr, Village Clerk