

**Village of Tolono Board of Trustees**  
**Regular Meeting**  
**March 19, 2024**

The Village of Tolono Board of Trustees (“Board”) met on March 19, 2024 in the Police Station, located at 205 E. Main St., Tolono, IL. President Rob Murphy called the meeting to order at 6:32pm. Roll call found the following trustees present: Ann Jack Haluzak, Jacob Naas, Jared Robbins, and Terrence Stuber. Trustee Dan Grady was absent. Also present were Clerk Brandy Dalton, Public Works Superintendent Todd Heath and Police Chief Justin Levingston.

All stood for the Pledge of Allegiance. Trustee Stuber gave the invocation.

**REPORTS**

**Engineers** – Larry Johnson discussed the Downtown Improvement Project and some of the lighting options.

**Public Works** – Todd Heath said that they interviewed 6 applicants for the open laborer position, and he would like to hire Andrew Roth, who has 9 ½ years of experience doing this type of work. Heath also said the leaf vac is back from being repaired, and they will do a run with it in April. Jared Robbins asked if the issue has been resolved with the new Chevy 4500 dump truck. Marc Miller said he has not sent the letter to the dealership yet but will get it sent out tomorrow.

**Police Department** – Justin Levingston said that the locker room is complete. He also asked about purchasing some items that he had budgeted for. He was told to go ahead and get them purchased.

**Office** – Brandy Dalton said that she is working on the Fiscal Year 2025 budget and has received the budget items from the department heads. She will put everything together and get it to the Board to look over before the next meeting. She said they set up 5 interviews for the Administrative Secretary position, but only 3 showed up.

**Board Members** – Ann Jack Haluzak said that Barb Rascher passed away last week. She did a lot around the community including flowers in downtown and The Giving Place.

**Park Board** – Michael Ellars and Pam Steele were present and discussed some of the things they are having issues with in the parks and some of the items they would like to see in the agreement with the Village. Trustee Robbins was concerned with the wording in the agreement regarding weed killer and weed prevention. President Murphy would like all requests to go through the office so work orders are written.

**Planning & Zoning Board** – Nate Harden said the Board has been working on the annexations list and have highlighted some of the properties they think would be good properties to annex into the Village. They have written a draft annexation proposal letter to send to property owners. They will also start looking at other properties that could be added to the list.

**CONSENT AGENDA**

Brandy Dalton read the items to be voted on: A. minutes of the March 5&6, 2024 regular session board meeting; B. minutes of the March 5&6, 2024 executive session board meeting; C. bills/warrants as presented; D. March 15, 2024 payroll; E. budget vs actual report; F. February 2024 bank statements and reconciliations.

Motion by Haluzak, second by Naas to approve the Consent Agenda. Roll call: Haluzak, aye; Naas, aye; Robbins, aye; Stuber, aye. Motion passed.

**OLD BUSINESS**

There is no update on the donation of parcels in Linshar Fields.

Chapter 130 of the Tolono Municipal Code is still being worked on.

Motion by Haluzak, second by Naas to approve a TIF grant for Jack's Tavern, Inc in the amount of \$25,000. Roll call: Haluzak, aye; Naas, aye; Robbins, aye; Stuber, aye. Motion passed.

**NEW BUSINESS**

Motion by Robbins, second by Haluzak to approve hiring Misty Moseley as the Administrative Secretary with a starting pay of \$23.50 per hour increasing by \$1 per hour after completion of 6-month probationary period, pending a background check. Roll call: Haluzak, aye; Naas, aye; Robbins, aye; Stuber, aye. Motion passed.

Motion by Robbins, second by Stuber to approve hiring Andrew Roth as a full-time Public Works laborer with a starting pay of \$23.75 per hour increasing by \$1 per hour after completion of 6-month probationary period, pending a background check. Roll call: Haluzak, aye; Naas, aye; Robbins, aye; Stuber, aye. Motion passed.

The Board discussed the Park Agreement. They will make their changes on the form in Sharepoint and discuss it at the next meeting.

Motion by Stuber, second by Haluzak to adjourn the meeting at 7:54pm. Motion passed via voice vote.

Respectfully Submitted,  
Brandy Dalton, RMC, CMC, MMC  
Village Clerk

xc: File  
Village Board