

Minutes of  
Board of Trustees  
Village of Atkinson

July 21st 2025

The regular meeting of the Board of Trustees, Village of Atkinson, was called to order at 6:00 p.m. by Mayor Taber, who led the Pledge of Allegiance to the Flag.

Members Present

Kenneth Taber, Mayor  
Ryan Rahn, Trustee  
Richard De Smith, Trustee  
Bobby Burton, Trustee  
Dawn Stage, Trustee  
Jeana Jagers, Trustee  
Robert Westfall, Trustee

Others Present

Krystle Thomas, Dan Pepin, Matt Wagner  
Andy Carton, Lauren Downing, Richard McMahon  
Rory Van Opdorp, Frank Verstraete  
Jordan Newell-Via Teams, Nicole Rubitski

Moved by DeSmith and seconded by Stage to approve minutes of the July 7th Meeting of the Board of Trustees. Motion carried: Burton, Rahn, Stage, Jagers, Westfall, DeSmith, 6– AYE; 0 – NAY;

CITIZENS’/GUEST OPPORTUNITY TO ADDRESS THE VILLAGE

- i. David Silver-International Pure Water-No Show
- ii. Laren Downing from ARC Design & Richard McMahon Site development, both for Caseys
  - Lauren has been working on different projects throughout the Midwest since 2012
    - Here tonight to listen to the discussion about the text amendment
    - Once the text amendment is adopted
    - Site plan approval, special use, sign variance
- iii. Dan Pepin
  - Handed out project funding options
  - Board has done an Oslad grant before
    - Projects: pickleball court
    - Splash pad
    - School bus pickup
    - Flex court for basketball court
  - Oslad50/50

- Our portion is 50% total amount
  - Once have the exact scope of what you want
  - Then will reach out to DNR
  - Do a phase approach
  - DNR does not like changing
  - Reimbursement project
- Rahn, park designer or architect eligible?
- Dan, spend the money first
  - DNR requires holding a public information meeting
  - Recommend two
  - First meeting est: Aug: inform what the board is thinking, cost, ideas
  - Second meeting Est: Sept: for finalization
  - Grant due end of September
  - Must be set in stone
  - Keep donations and grants separate
  - If you want to accept donations for other items, keep them separate
- Rahn, what are the odds for us to get this grant?
- Dan, hard to say
  - Score sheet to fill out fully to get more
  - Very comfortable putting the Oslad application
  - ADA complaint is huge
  - If not rewarded, I do ask why; they are very open and honest
  - Let me know what you want to do.
  - Grant money IDOT Safe Routes to Schools
  - Quicker
  - Opens Aug. 1<sup>st</sup> closes Oct 13
  - In more detail
  - Will have to work with the school for the number of kids
  - Every other year grant, available this year, then again in fall 2027
  - Any updates from Zach from Shive about downtown?
- Mayor, we have not heard from in quite some time
- DeSmith, having issues with stormwater sewerage
  - Is there a grant to help pay for that
  - north of town by water tower
  - plugged tiles
  - we've been jetting, and cameras and fixing
  - questioning if there is a grant available for any of it
- Dan, Illinois overflow and sewer grant
  - Been talking with Matt Wagner about issues
  - Those items could possibly go towards this grant
  - Will talk to Matt tomorrow and find out precisely what you need done
  - Reach out to the agency
  - Must know the cost before you apply

## OLD BUSINESS

### i. Grocery Tax

- Jordan, on January 1, 2026, the grocery tax expires
  - Pass a referendum by up to 1%
  - Replacement: What grocery tax will be lost
  - Must be filed with the Department of Revenue by Oct 1.

Motioned: Westfall and Burton seconded to Ordinance No. 831 Grocery Tax. Burton, Westfall, Rahn, DeSmith-N, Stage, Jagers. Motion carried: 5 – AYES; 1 – NAYS

### ii. Wetland Report

- Worked with Terry & Scott
  - Good condition
  - Smaller things to look at
  - Valves
  - The open valve could not be operated
  - Valve replaced
  - Minor hardware
  - Upgrade
  - Herbicide treatment, Public Works is willing to do that
  - Burn down
  - Scott from WCG is pushing hard to us treatment system
  - Not sure if EPA will go for it
  - Cell #1 great
  - Fix the extra water from going to the plant
  - Hesitant to commit to anything without talking to EPA
- Rahn, over savings
  - How do we use it?
  - Questioned how our sludge content is?
- Matt, 2-5 ft
  - Not exceeding limits
  - Not concerned on build-up
  - Never been emptied
  - No matter what you want to run, the wetlands gets up and running
  - Getting samples
  - No EPA permit
  - Get fixed get water running
  - Pump station needs to be addressed
  - Terry has been in contact
- Westfall likes to see the cost of items needed to do
  - Valves, rock, ect

- Matt, send to Millers
  - To ask for numbers
  - Wetland group would like to do this fall or next spring
- Mayor, questioned funding?
- Dan, yes, need to do the legwork first
  - Know the prices
  - What is wrong
  - What needs to be fixed
  - Then look to funding at IEPA

iii. Proposal for the design of wastewater treatment plan improvements

### COMMITTEE CHAIRMEN REPORTS

#### FINANCE/PROPERTIES

##### i. Proposed Zoning Text Amendment-Jordan Newell

- Jordan Caseys asked for a rezoning to B2
  - ZBA/planning commission
  - Hold a hearing on matters
  - Amend the text of the existing ordinance and find the definition
  - Simple text to add use a special automobile service station
  - Public notice newspaper
  - 15-30 days for hearing
  - Thomas needs to coordinate with ZBA 40 days from today to get a date
  - Moving forward, a common thread from Casey's, DG, and future developers
  - Type of application in hand to fill out to request variance items
    - More formal rather than in an email to Krystle and Myself
    - Items: Who owns the property?
    - Who the developers are
    - Who to contact
    - What is zoned
    - What do you want to do with the property
    - Reasons why
  - Request from Caseys
    - Currently, the signage section does not allow very tall signs
    - B2 parcels or seek variances for tall signage
    - Electrical
  - Spoke with Ryan Swanson from Arc designed
  - Rezone parcels along the interstate that require special use
  - Limited just around the interstate
  - Recommend text amendment
  - Once the ZBA meets, it has a hearing
  - Casey's presents the site design, explaining why they need all the variations

- ZBA will then vote to recommend approval and disapproval to the village board
  - Then approved or denied at the next Board meeting
- Lauren, the text amendment, and the agenda can be together
- Jordan, we can do it concurrently
- Rahn questioned the timeline
- Lauren, Casey gets all approvals.
  - State, village, county
  - Once approved, then buy from the seller
  - Then construction
- Mayor questioned what Casey's plan is for the old building?
- Richard, they will take up tanks and pumps
  - Demolished the building, the older store
  - Sell at a clean lot
- Mayor, would Casey's want to deed over to the city?
- Richard, you can ask
  - Seen it in the past.
- Jordan, zoning matters for DG
  - Map amendment
  - Rezone parcel to B2
  - Similar text amendment
  - Special use
  - ZBA takes necessary action to the board
  - DG has asked for the template to commit
  - Will purchase the property after rezoned
  - Moved more east next to Fulton
- Jordan, Leases
  - Tenants' standard lease form
  - Roll over
  - Pick our favorite lease from all of them
  - ROE is the most formal
  - Changes made increase the cost for utilities
  - Tipple net:
    - Utilities, property taxes, common area
    - Straight rent increase for non-utility paying tenants
    - Base the utility bill on square footage
    - Amending that just increased the rent
    - As we move to standard form
    - Couple leases are past due for renewal term
    - Goes month to month
    - ROE needs to know what the rent will be to do their budget
    - Encouraged a decision and calculation

- Westfall, Tenants should all pay their fair share
- Jordan, uniform lease to assist in passing costs along
  - A round number is relative to each tenant
  - Increase everyone's rent
- Westfall, 10% increase, bring up slowly
  - Classroom rate \$100 quarterly increase
  - Currently 1050 to 1150 quarterly
- Mayor, have the property and finance committee
  - come up with a solution
  - Bring back to the board
- Jagers, we need to get this figured out.
- Jordan, will talk to Kathy Marshall at ROE

ii. Preliminary review of stormwater-Caseys

PUBLIC WORKS

- DeSmith, the white truck is having transmission issues
  - Took to Fritz Geneseo
  - Title plugged out by Car Michaels
  - Waiting on two estimates
  - 100ft long 12-inch tile
  - Brody has 2 weeks left, goes back to school
  - He did a real good job
  - Before he is done, make sure he gets shelter stained.

PARKS & RECREATION

- Jagers, who to talk to for an estimate for the splash pad
  - Sewer and water
  - Estimate will go into the OSLAD grant
  - Thomas will email Matt Wagner the design
  - Thomas will send Matt an email about the splash pad
- Westfall, the fountain needs a bigger head

• PUBLIC HEALTH & SAFETY

- Stage, Chief is on vacation this week.
  - Meeting with another officer on Wednesday and going over the schedule

TIF

- i. Bake it that way, business plan, or next steps

- Nicole, want on the record that my building is not for sale
  - Have a new business plan, and have already been in contact with contractors
  - Will have everything ready for Aug. 18<sup>th</sup> meeting
  - If I have questions, concerns, or need help, I will come to the board
- ii. 503 N State St Agreement update
  - Burton, Gwen, Jacob, and Klein questioned the agreement with no requirements
    - Spoke with Gus, and we both came up with a 3-year forgivable loan
    - With a 3-month grace period if the current business leaves to get another one in

Motioned: DeSmith and Stage seconded to add to the agreement a 3-year forgivable loan with a 3-month grace period to be added to the agreement for the 503 N. St Agreement. Burton, Rahn, DeSmith, Stage, Motion carried: 4 – AYES; 0 – NAYS.

- Burton talked to Andy about a new business plan
  - Talked to Eric and let him know how great the front of the building is looking

#### FARM REFUSE & RECYCLING

- i. Westfall, Nothing currently

#### BILLS

Motioned: Burton and Westfall seconded that all bills be paid as presented, \$81,644.22. Burton, Westfall, Rahn, DeSmith, Stage, Jagers. Motion carried: 6 – AYES; 0 – NAYS.

#### OTHER ITEMS

- DeSmith, Lots for Sale
  - Talked to a contractor, they might be interested
  - Cannot do anything with them till the November contract with the realtor
  - Give the lots away, they build
  - Buy the lots and they build
  - Lots cannot have multi-dwelling
- Mayor, Lot right downtown here
  - Sell for \$1, or give away
  - build within a year
  - 2 resident condo/town home
  - close to church, downtown, post office

Motioned: DeSmith and Burton seconded to go into Executive Session at 8:19 p.m., Burton, Westfall, Rahn, DeSmith, Stage, Jagers. Motion carried: 6 – AYES; 0 – NAYS.

Motioned: Rahn and Westfall seconded to go into Open Session at 8:29 p.m., Burton, Westfall, Rahn, DeSmith, Stage, Jagers. Motion carried: 6 – AYES; 0 – NAYS.

#### EXECUTIVE SESSION

Leases Review- All Tenants

Review Executive Sessions

Motion made by Rahn, seconded by Westfall, to adjourn the meeting at 8:29 pm. Motion carried: 6 – AYES, 0 – NAYS.

Respectfully submitted, Krystle Thomas, Village Clerk