

MINUTES
Meeting of the Board of Trustees
Village of Steward, Illinois
402 Main Street
Monday, September 8, 2025 at 7:00pm

1. **Call to Order/Pledge of Allegiance** - 7:00pm
2. **Roll Call** - Zach (y), Bill (y), Erik (y), Jamie (y), Rylee (y)
3. **Approval of the Agenda** – Revisions noted. Rylee motions to approve as revised, Erik seconds. All in favor.
4. **Minutes of August 11, 2025 Meeting** – Erik motions to approve, Rylee seconds. All in favor.
5. **Treasurer's Report** – Matt reviewed treasurer's report. Rylee motions to approve, Erik seconds. All in favor.
6. **Steward Investment Policy** – The village is required to have an investment policy in place. Matt provided a plan utilizing that of Steward Elementary. Trustees received an email outlining this. Hugh requests everyone review it so it can be discussed and approved. Bill motions to table until the October Board Meeting, Rylee seconds. All in favor.
7. **Accounts Payable** - Zach motions to approve as presented, Rylee seconds.
Roll Call: Zach (y), Bill (y), Erik (y), Jamie (y), Rylee (y). All in favor.
8. **Visitor Recognition** – Karen Bonnell and DJ Hecox were present. DJ is interested in the open trustee position and introduced himself to the Board. The Board will make a decision next month.

9. **Committee Reports**

A. Water Department

1. **Report on Well 2** – Parts for repairs should be in early October.

2. **Engineers** – Hugh Met with engineers @ Willett Hoffmann:

New aerial maps of the completed water project as well as other existing lines were provided.

Discussed street re-pavement as part of water project. Willett Hoffmann was supposed to handle, will now submit to IDOT for approval. Lead/surveys were discussed as well. Recommend hiring Martin to pothole residencies to determine what is at each home. Grant is available for this - Willett Hoffmann will proceed with grant application.

3. **Violation** – Lead/Copper Survey was late according to Illinois Environmental Protection Agency. Fine was assessed and paid.

4. **Hydrant Flushing:** Date set for last flushing of the year. Saturday, October 18th, 10:00am.

B. Park/Village Property

1. **Report on Property Maintenance**

A. Village Hall – Extra Cost of Village Hall Renovations –

Rager Renovations has submitted additional required work due to building condition. Façade at front of building was not secured as well as several other extenuating circumstances. Additional amount of \$5200.00 is needed. Bill motions to approve payment for additional fees, Rylee seconds. Roll Call: Zach (y), Bill (y), Erik (y), Jamie (y), Rylee (y). All in favor.

B. Banners & Flag Stands – New bunting for outside of Village Hall is needed, as well as new flag poles and stands for inside Village Hall. Laura will research and a decision will be made next month.

2. Publicity/Items for Newsletter/Technology/Website/Facebook –

Trick-Or-Treating date and hours will be posted to village Facebook. See below.

10. Old Business

A. FOIA/OMA - Laura reminded trustees that this is a state requirement. Zach needs to complete. Jamie will be completing.

B. Return to Work Policy – Hugh recommended a form and Laura forwarded to trustees with agenda. Zach motions to have Hugh proceed with recommendation, Rylee seconds. All in favor.

C. Village Phone – Hugh discussed with Leaf River Communications. They can offer a plan within a \$40-\$50 range, plus installation fees with a total expense of under \$500.00. Currently, we are paying Frontier \$165.00 per month. Zach motions to proceed with Leaf River, Rylee seconds. Roll Call: Zach (y), Bill (y), Erik (y), Jamie (y), Rylee (y). All in favor.

D. Open Trustee position/Intro to Candidate – See above.

11. New Business

A. General Checking Fund Investment – village still needs access to funds, especially with current projects. Hugh presented Operational Revenue and Investment Policy, Laura distributed with agenda. He recommends an Investment Policy be designed and in place as we begin budget planning for the next fiscal year. Zach motions to table until next month, Rylee seconds. All in favor.

B. Halloween day/hours – Halloween will be observed on the actual date, Friday, October 31, 2025. Hours for trick-or-treating will be 5pm-7pm. All in favor.

C. Snowplowing – Hugh will contact Brandon to continue snowplowing services for the village. Zach motions to retain Brandon at last year's rate, Rylee seconds. Roll Call: Zach (y), Bill (y), Erik (y), Jamie (y), Rylee (y). All in favor.

D. Meeting with Blackhawk Hills - Hugh attended the meeting with Blackhawk Hills regarding the Steward/Rochelle Corridor along Steward Road. The revised Steward bypass and exit from I-39 were discussed. The exit would be north of the existing, and the existing exit would be eliminated. These plans will be sent for federal and state approval. Plans for completion are 8 years.

E. Hexagon Solar – Re: Steward Creek Project. Hugh has been in correspondence with Hexagon and the project is still in play. He will update as he gets information.

12. Next Meeting – October 13, 2025

13. Adjournment of Meeting – Bill motions to adjourn, Rylee seconds. All in favor.