

City of Litchfield

TIFA Regular Meeting Minutes

June 9, 2021

Call to order

Chairman Ed Smith called to order the regular meeting of the Litchfield TIFA at 7:00 p.m. on June 9, 2021 in Litchfield through conference call and at the Litchfield Regional Training Center in person.

Members Present: Ed Smith, Bill Nobles, O.R. Smith, Don Failing, and Mike Warren

Absent: Matt Wolfinger and Brendan Sanger

Others Present: Charles Carter and Doug Terry, TIFA Administrator

- I. Minutes: A motion was made by O.R. Smith and seconded by Don Failing to approve the minutes of the Regular TIFA Meeting held on May 12, 2021. Motion passed unanimously.
- II. Balance Sheet and Revenue & Expenditure Statements: After board review, a motion was made by Mike Warren and seconded by O.R. Smith to accept and place on file for audit the May Balance Sheet & Revenue Report. Motion passed unanimously.
- III. Charles Carter Land Purchase: Mr. Charles Carter who resides at 117 Chestnut in Hawthorn Heights had readdressed the TIFA Board seeking to buy a portion of lot 10, contiguous to his lot 9. Specifically, Mr. Carter is seeking to acquire 80' x 40' of lot 10. Mr. Carter stated that he has plans to construct an accessory building. Because of the caul-de-sac placed in front of lot 10 it creates a physical difficulty in building a house that will be located facing the back of Mr. Carter's house. Chairman Ed Smith felt that a sale of 50' x 20' would be adequate to maintain a buildable lot 10 and 11. Mike Warren also echoed Ed Smith's concern with a reduced lot 10. After much discussion from the TIFA Board including the creation of a policy that would split lots already recorded. Mike Warren made a motion to sell Mr. Carter Lots 10 and 11 at \$2,500 per lot. Don Failing seconded the motion. Motion passed unanimously.

Mr. Carter thanked the board and stated he would have to discuss with his wife.

- IV. **Golf Course Property:** TIFA Administrator Doug Terry informed the TIFA Board members that Mr. Harold Spencer was interested in farming the golf course property at half the cost of last year's lease price. The original lease was \$4,160 for 30 acres. After brief discussion the TIFA Board, a motion was made by Mike Warren and seconded by O.R. Smith to request that Doug Terry immediately contact area farmers to seek their interest in farming the 30 acres and to negotiate the best price. Motion passed unanimously.

- V. **Tractor Purchase:** TIFA Administrator Doug Terry presented the TIFA Board with a purchase request for a new International Diesel Tractor for the purpose of mowing and utility at Litchfield Greens and to replace an early 60's Ford. Doug Terry was informed by DPW Superintendent Tony Langhann that he can't find parts for the tractor and it has been in disrepair for a long time. The cost of the new tractor was \$27,900 from Wells Equipment. Don Failing felt that there were plenty of used tractors out in the open market. A motion was made by O.R. Smith to search for a good used tractor if available within a month, if not, permission to buy the new International Diesel Tractor from Wells Equipment. The motion was seconded by Bill Nobles. Motion passed four to one with Don Failing voting no on the motion. Motion approved.

- VI. **Web Site Development:** TIFA Administrator Doug Terry presented a written proposal from STG (Shumaker Technology Group) to provide the City of Litchfield, TIFA and the DDA with a custom website for the internet. After reviewing the proposal, a motion was made by Don Failing and seconded by Bill Nobles to pay the \$2,495.00 for the initial set-up and design with the City of Litchfield being responsible for the annual maintenance upkeep. Motion passed unanimously.

- VII. **EOS Illumination:** Bill Nobles presented the TIFA Board with a proposal to replace the incandescent lighting system at the Litchfield Regional Training Center for \$8,567.00 from EOS Illumination Inc. Bill Nobles stated that this would save the LRTC a deal of money in electric use over the long run. A motion was made by Mike Warren and seconded by O.R. Smith. Motion passed unanimously.

VIII. **City Manager Report:** Doug Terry asked the TIFA Board if TIFA had ever thought about placing a sidewalk near and in the industrial park. After short discussion, it was the consensus of the TIFA Board that they did not see the necessity in financially participating in a sidewalk at this time.

IX. **Bills:** A motion was made by Don Failing and seconded by O.R. Smith to approve the June bills in the amount of \$28,024.26. Motion passed unanimously.

X. **Manual Checks:** Mike Warren made a motion to approve the Manual Checks in an amount of \$335.42. O.R. Smith seconded the motion. Motion passed unanimously.

Adjournment: A motion was made by O.R. Smith and seconded by Don Failing to adjourn the June 9, 2021 meeting at 8:50 p.m. Motion passed unanimously.

Attested: Douglas K. Terry, TIFA Administrator, June 9, 2021