

**Village of Tolono Board of Trustees  
Regular Meeting  
February 18, 2025**

The Village of Tolono Board of Trustees ("Board") met on February 18, 2025 in the Police Station, located at 205 E. Main St., Tolono, IL. President Rob Murphy called the meeting to order at 6:30pm. Roll call found the following trustees present Vicki Buffo, Dan Grady, Ann Jack Haluzak, Jared Robbins, and Terrence Stuber. Also present was 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**

**Public Works** – Heath said that he would like to see a 4-way stop instead of 2-way stop at Marshall and Elizabeth Streets because the electrical box sticks out too far for the new lift station IL American Water is putting. Clerk Dalton will write up the ordinance for approval at the next meeting.

Heath also asked for approval to advertise hiring a laborer. Motion by Stuber, second by Grady to advertise hiring a Public Works Laborer. Motion carried unanimously via voice vote.

There was discussion regarding the need for a burner box instead of the air burner due to safety concerns. The cost of \$208,000 will be added to Heath's budget proposal for Fiscal Year 2026.

**Engineering** – Larry Johnson talked about the Right of Way on Route 45 and Watson Street from Reynolds Street to Holden Street. Johnson supplied the Board with a map and correspondence from IDOT. Trustee Grady will talk to property owners in that block.

**Police Department** – Levingston said that he will be picking up the 2 new squad cars this Friday. A new part-time officer has been hired and will start next week.

**Office** – Dalton said that her main focus is getting the budget done.

**Fun Day Committee** – Brian Booher said there is a meeting Thursday at 6:30pm, and the circus is coming back this year.

**Planning and Zoning Board** – Nate Harden said the P&Z Board held a Public Hearing February 12, 2025 regarding 403 E Larmon Street. The property owner would like to subdivide the lot into 2 separate lots and build a single-family home on each lot. The current lot is 120-foot wide, and the current ordinance states that lots must be at least 65-foot wide, so the variance is needed because each of the new subdivided lots would be 5-foot short of the current requirements. Harden said the 60-foot lots conform to the neighborhood, and the homes built would have to follow all of the building codes for setbacks. The P&Z Board voted unanimously to recommend the variance and forwarded the Findings of Facts to the Village Board.

Motion by Buffo, second by Robbins to approve the variance for 403 E Larmon Street to allow Mark Panno to subdivide the lot into 2 – 60-foot-wide lots. Roll call: Buffo, aye; Grady, aye; Haluzak, aye; Robbins, aye; Stuber, aye. Motion passed.

## **CONSENT AGENDA**

Clerk Dalton read the items to be voted on: A. minutes of the February 4, 2025 regular session board meeting; B. minutes of the January 21 and February 4, 2025 executive session board meetings C. bills/warrants as presented; D. February 14, 2025 payroll; E. budget vs actual report; F. January 2025 bank statements and reconciliations; G. Ordinance 2025-O-3, Disposal of Surplus Property; H. Ordinance 2025-O-4, Employee Policy Manual.

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

## **OLD BUSINESS**

Trustee Grady said that Building Official job description, Chapters 91 and 93 of the Village of Tolono Code of Ordinances, and changes to Chapters 150.36-150.64 of the Code of Ordinances can be taken off of the agenda for now. They all mesh together, and he needs time to put it all together properly. He needs to come up with numbers for the budget for the salary, training and codes.

## **NEW BUSINESS**

Motion by Robbins, second by Stuber to approve a TIF Grant for Absolute Style in the amount of \$30,000. Roll call: Buffo, aye; Grady, aye; Haluzak, aye; Robbins, aye; Stuber, aye. Motion passed.

Motion by Stuber, second by Buffo to enter into Executive Session at 7:04pm for the limited purpose of discussing the hiring, performance, compensation and/or employment of one or more specific Village employees (5 ILCS 120/2(c)(1)), and acquisition of land (5 ILCS 120/2 (c)(5). Roll call: Buffo, aye; Grady, aye; Haluzak, aye; Robbins, aye; Stuber, aye. Motion passed.

The Board returned to regular session at 7:27pm.

Attorney Marc Miller discussed information he found on the property owner of a property south of town that the Board had discussed.

Motion by Grady, second by Buffo to adjourn the meeting at 7:29pm. Motion passed via voice vote.

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

xc: File  
Village Board