Village of South Jacksonville

Mayor Richard Samples	*Trustee Tom Jordan*	*Trustee Paula Belobrajdic-Stewart*
Deputy Village Clerk Mindy Olson	*Trustee Steve Retzer*	*Trustee Michael Preston*
Attorney Roland Cross	*Trustee Vacant*	*Trustee Vacant*

BOARD MEETING MINUTES

Thursday September 3, 2026 @ 7:00p.m.

Call to Order: The meeting was called to order by President Samples.

Pledge of Allegiance: The Pledge of Allegiance led by Roger Strange and recited by all in attendance.

Roll Call: Roll call was taken with all Trustees in attendance. Also in attendance were President Richard Samples, Attorney Rob Cross, Police Chief Eric Hansell, Fire Chief Rich Evans, Code Enforcement Officer Cindy Beddingfield, and Treasurer and Deputy Village Clerk Mindy Olson. Not in attendance was Public Works Superintendent Brian English.

Approval of Agenda: President Samples asked for a motion to approve the agenda. Motion to approve by Trustee Retzer, second by Trustee Preston. Roll call was taken approving the agenda as presented unanimously.

Comments from the Floor: None

Mayor's Report

- *Fire Department Update:* Chief Evans reported they had 51 calls for the month of August. The new hires are still doing good and a couple are enrolled in paramedic classes. There are a few looking into taking EMR/EMT classes as well. Chief Evans applied for a small grant from the Cass Morgan Farm Bureau.

- *Police Department Update:* Chief Hansell reported 1,067 calls for the month of August including 297 traffic stops, 592 community orientated policing and 8 arrests.
- *Public Works Update:* Superintendent English was not at the meeting, but Treasurer Olson said the intersection at Diamond and Michigan will be closed soon to start the S. Diamond construction project.
- *Code Compliance/Enforcement Reports:* Mrs. Beddingfield reported that she sent out 8 ordinance violation letters for trash, grass and vehicles. The occupants at 1504 S. Clay are moving out so that property should be cleaned up soon.
- *Treasurer's Report*: Treasurer Olson reported that she is getting farther along with the QB process with beginning balances and reconciliations. She is waiting to make final updates once the audit is received. The audit is typically presented to the Board in October

Action Items

1. *Approval of Payables in the Amount of $175,595.47:* President Samples asked for a motion to approve the payables in the amount of $175,595.47. Motion to approve was made by Trustee Stewart, seconded by Trustee Jordan. Roll call was taken with all approving the payables unanimously.

2. *Approval of Board of Trustees meeting minutes for April 2, 2026, April 16, 2026, May 7, 2026, May 21, 2026, June 4, 2026 (including executive session minutes) July 9, 2026, July 23, 2026, August 6, 2026:* President Samples asked for a motion to approve the minutes as presented. Motion to approve the report was made by Trustee Stewart, seconded by Trustee Preston. Roll call was taken with all approving the minutes as presented.

3. *Approval of Tourism Grant Application for Rotary Club - Oktoberfest in the amount of $7,500.00:* President Samples asked for a motion to approve the grant as presented. Trustee Retzer asked again if we could ask Rotary Club to present one grant next year for all activities. Motion to approve the grant was made by Trustee Retzer, seconded by Trustee Preston. Roll call was taken with all approving the grant as presented.

Discussion Items

1. *Committee of the Whole Meeting September 17, 2026:* President Samples suggested the date for the Committee of the Whole meeting as September 17, 2026. All Trustees were in agreement.

Old Business

1. *Election Packets:* Treasurer Olson reminded those in attendance the packets for the 3 trustee positions during upcoming April 2027 Consolidated Election are available at Village Hall.
2. *Social Media:* Treasurer Olson advised the Board that she plans to bring information about social media archiving to the Board during the Committee of the Whole meeting.

New Business

None

Executive Session: There is no need for an executive session.

Adjournment: President Samples asked for a motion to adjourn the meeting. Motion to approve by Trustee Retzer, second by Trustee Preston. All in favor of adjourning the meeting.

Approval of Minutes

Richard Samples, Village President

Attest:

Mindy Olson, Deputy Village Clerk

Ayes: 4
Nays: 0
Absent: 0

(SEAL)