

**THE ACTIVITY CENTER
108 N. Douglas
PRESIDENT AND BOARD OF TRUSTEES
THURSDAY, May 18, 2017
REGULAR MEETING MINUTES #17-10**

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Present	Mayor Richard Schiefer	Trustee George Gavlick
	Village Clerk Kathy Becker	Trustee Guideon Richeson
	Chief Steve Howe	Trustee Chris Tolbert
		Trustee Bobby Ross
		Trustee Mark Eilers

Absent: Trustee Pattie Beil

Quorum present
Meeting called to order at 7:00 pm.

I. APPROVAL OF MINUTES AND AGENDA

1. Trustee Richeson made a motion to approve the minute's 17-09 for May 4, 2017. Trustee
2. Eilers seconds the motion. Roll call vote, all in favor, motion passed.
3. Trustee Richeson made a motion to approve agenda 17-10 for May 18, 2017. Trustee Tolbert amended the agenda adding buying additional electronic read meters under the Water & Sewer Committee. Trustee Eilers seconds. Roll call vote, all in favor, motion passed.

II. COMMUNICATIONS:

1. Mayor Schiefer appointed the Committees and the Chair's
Appointment of Committees:
COMMUNITY DEVELOPMENT/HEALTH: Pattie Beil (Chair), Christopher Tolbert, Mark Eilers
WATER & SEWER: Christopher Tolbert (Chair), Pattie Beil, Bobby Ross
POLICE: Mark Eilers (Chair), Guideon Richeson, Bobby Ross
ORDINANCE & FINANCE: George Gavlick (Chair), Guideon Richeson, Mark Eilers
PUBLIC GROUNDS & BUILDINGS: Bobby Ross (Chair), George Gavlick, Guideon Richeson
STREETS & LANES/MFT: Guideon Richeson (Chair), Pattie Beil, Christopher Tolbert
Trustee Richeson made a motion to approve the appointment of the committee's. Trustee Gavlick seconds. Roll call vote, all in favor, motion passed.

III. OPEN TO PUBLIC:

1. Jim Lockaby addressed the board and stated that he received a letter about derelict cars and wanted the board to know that they are gone but wants anyone else that has them to have to do the same thing. Also wants to know about what's going to be done about the speeding on Main St and Douglas St. and about the pot holes in town.

IV. HOMECOMING REPORT-

1. Mayor Schiefer stated that the homecoming had a meeting last Monday and things are coming along. They will be having family night on Thursday July 13th and there will also be a little Miss/Mister Pageant. Trustee Eilers stated that they are having a Couch to 5K program.

V. TREASURER REPORT:

The budget worksheet gives the results of operations and the budget for FYE 3/31/17. The treasurer's report also includes the variances between the results and budget. One other difference is that the budget worksheet has more detail. Items like salaries, overtime, holiday pay, etc. are consolidated into one account on the Treasurer's report

General fund revenues were budgeted accurately. The variance was less than \$2 thousand. Expenditures came in under budget. This is largely due to the entire anticipated cost of the new village hall being budgeted at \$700K and spent only \$49K. There was also \$22K in interest budgeted and there were no expenditures there. A sufficient amount was budgeted to cover almost all the expenditures. The only thing over budget was utilities and that was by less than \$5K. Everything else that was over budget was over by less than \$900.

The revenues in the audit fund were significantly under budget: \$10K. Expenditures were significantly under budget: almost \$20K.

The Social Security fund was accurate.

In the MFT fund the revenues missed the budget by more than \$56K. Expenditures were under budget by \$83K.

The IMRF fund's revenue and expenditure budgets were accurate.

The revenue budget in the Insurance fund was accurate. But the expenditures were not. There were line items for both general liability insurance and worker comp insurance. But there were no worker comp insurance expenditures. Almost \$9K more than was budgeted for general liability insurance was spent.

We received more in water revenues than we anticipated. This relates to all the tap on fees in FY 2016. As such, there was an increase in water usage because of the increase in the number of households during the year that ended March 2016. We fell short of the budgeted amount on this year's tap on fees. The only two categories of expenditures that were over budget were water purchases (which relates directly to the increase in water revenues) and professional services. In the sewer fund tap on fees fell short of the budget. The only significant area of expenditures over budget was in other contractual services which was discussed in a previous meeting.

In the trash fund the revenue budget was extremely accurate. There were several expenditures that had no line item in the budget for them. However, they were small.

The results of the year's operations is that an overall surplus of \$238K. All funds had a surplus except sewer.

The Village has over \$912 thousand in cash. There was \$580 in the general account, \$153K in the HI FI account, \$26K in the homecoming account, and \$142K in the Illinois money market account.

VI. COMMITTEES:

A. COMMUNITY DEVELOPMENT/HEALTH:

1. Trustee Beil not present. Trustee Richeson reported that the Methodist Church will be conducting the Twig Program this summer. Twig program provides lunch for children.

B. WATER AND SEWER:

1. Trustee Tolbert stated that the guys want to buy an additional 20 meters to replace some in town that are located inside some of the residents houses.

C. POLICE:

1. Trustee Eilers had nothing to report.
2. Leo Aldrich addressed the board and stated that he received a letter about being in violation of an ordinance stating that he cannot have geese. He said that before he moved here 15 years ago he went to the Village Hall and ask if he could have geese and was told yes. He has had these geese for 20 years and no one has ever complained, they are like his family. Leo presented pictures of the geese and information regarding geese feces. He also stated that the geese do not fly and has never gotten out of his yard. The life expectancy is 20-24 years and would like to keep them until they pass. They board stated that he could keep them and they will work on the ordinance.
1. Chief Howe reported that the weeks of May 4, 2017-May 18, 2017.

11 traffic stop	3 citations
3 assist other agencies	1 assist fire department

Chief Howe stated that for police week Mrs. Bradshaw's kindergarten class made a book thanking the Police department. The class came to the Village Hall and Officer Souders let them view the police car. Chief Howe wanted to thank Mrs., Bradshaw and the kindergarten class for the book.

D. ORDINANCE AND FINANCE

1. Trustee Gavlick had nothing to report.

E. PUBLIC GROUNDS & BUILDINGS:

1. Trustee Ross stated that he had 2 contractors look at the Activity Center's roof and stated that there looks like wind and hail damage. The Clerk filed a claim with the insurance carrier and a claim adjuster will be out to look at the roof on Friday May 19, 2017. Tabled to next meeting.
2. Discussion ensued regarding the remodel of the Activity Center bathroom's and kitchen. Bob Siergiej has presented Trustee Richeson with the proposed St Jacob Activity Center Alterations. Trustee Richeson said the work would be done after July 15th and September 29th. Trustee Eilers made a motion to proceed with the proposed bid. Trustee Gavlick seconds. Roll call vote, all in favor, motion passed.
3. Jarod Willis addressed the board stating that he is working on his Eagle Scout Project and would like permission to redo the flagpole at the Activity Center. His proposal was to locate 2 flagpoles on

the west side of the building with pavers, rock and plants. Trustee Ross made a motion give Jarod Willis permission for his project. Trustee Richeson seconds. Roll call vote, all in favor, motion passed. Trustee Richeson made a motion to pay for 2 flagpoles, 1 30' pole and 1 25' pole not to exceed \$2500.00 for the project. Trustee Tolbert seconds. Roll call vote, all in favor, motion passed.

F. STREETS AND LANES/MOTOR FUEL TAX:

1. Bob Massa present to the board an East-West Gateway grant, Transportation Alteration Program. He did a quick ballpark estimate and I estimate the removal and replacement of sidewalks on both sides of Douglas from Main St to 6th would have a total project cost of \$400,000. With this grant program, the Village would be responsible for a 20% share. We estimate our cost to prepare the application to be \$1,500. There is also an application fee to EW Gateway of 0.5%, or \$1,075. Typically you are refunded the application fee if you are not awarded grant funds. Trustee Richeson made a motion for Bob Massa with Juneau to write the grant. Trustee Eilers seconds. Roll call vote, all in favor, motion passed.
2. Discussion ensued regarding the ordinance 17-583 to relocate the north & south stops signs at 3rd St & Douglas to 4th St. & Douglas St. Trustee Tolbert made a motion to approve ordinance 17-583. Trustee Richeson seconds. Roll call vote, all in favor, motion passed.
3. Douglas Street resurfacing moved to closed session.

IV. REPORTS:

- A. Engineer Report-Nothing to report.
- B. Village Attorney-Nothing to report.
- C. FOIA request-Nothing to report.
- D. Planning Commission-Nothing to report.
- E. Zoning Officer-Nothing to report.
- F. Building Inspector-Nothing to report

VII. OLD BUSINESS:

VIII. NEW BUSINESS:

IX. CLAIMS:

- A. Trustee Richeson made a motion to approve the claims in the amount of \$15,587.57 Trustee Eilers seconds. Roll call vote, all in favor, motion passed.

X. OPEN TO THE PUBLIC:

- XI. CLOSED SESSION:** Trustee Richeson moved to go from open to closed session for the purpose of discussion the appointment, employment, compensation, discipline, performance or dismissal of specific employees. (5 ILCS 120/2© 1) and pending litigation. Trustee Eilers seconds, voice call vote, 4 ayes, 1 nay Trustee Gavlick motion passed.

XII. OPEN SESSION:


1. Trustee Richeson made a motion to give Bob Massa with Juneau to proceed with the bid process for resurfacing Douglas St. Trustee Tolbert seconds. Roll call vote, all in favor, motion passed.
2. Trustee Richeson made a motion to approve the interview process to hire another full time person. Trustee Ross seconds. Roll call vote, all in favor, motion passed.

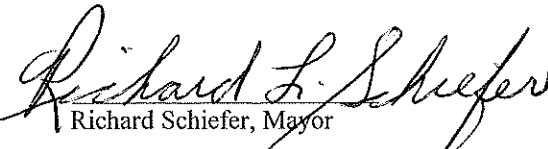
XIII. ADJOURNMENT:

- A. Trustee Richeson made motion to adjourn. Trustee Eilers seconds. Voice call vote, all in favor, motion passed.

Meeting was adjourned 9:33 p.m.

The next meeting will be June 1, 2017 at 7:00 pm


Kathy Becker, Village Clerk


Richard Schiefer, Mayor