

Village of San Jose
Regular Board Meeting Minutes
April 20, 2015

Regular Board Meeting called to order by President Worlow at 7:00 pm. Meeting was held at Village Hall, 309 S. 2nd Street San Jose, Illinois.

Roll call taken: Present: Smith, Coon, Nolan, Blackstock, Karker and Tibbs

Absent: None

Also in attendance: President Worlow, Clerk Coon, Treasurer Shelley, Chief Cupi, Water Superintendent Albers, Engineer Burris (7:15); Maintenance Supervisor Conrad, Maintenance McCormick and eleven (11) citizens.

Meeting agenda was posted more than forty-eight hours in advance of the meeting on the outside and inside bulletin boards at Village Hall and is attached to and made part of the minutes.

Blackstock made a motion, with 2nd from Coon, to approve the consent agenda consisting of the minutes from the March 16, 2015 Board meeting, minutes from the March 23, 2015 Committee meeting and the treasurer's report. **Roll Call Vote: Smith, Aye; Coon, Aye; Nolan, Aye; Blackstock, Aye; Karker, Aye; Tibbs, Aye; motion carried**

Citizen Concerns:

1. Citizen Chip Wagner was present and asked about obtaining a culvert at his residence located at 207 W. Race Street. This culvert would be needed for a driveway to be created. Conrad reported that each property is allotted one twenty-foot (20') culvert for such a purpose. Mayor Worlow assured Wagner that the matter would be taken into consideration and a final decision would be made.

-Citizen Mavis Simer voiced her concerns regarding a tree that is located in front of her residence at 200 E. Race Street. Simer is concerned about the health of the tree and a bee hive that is potentially living in the tree. Simer asked that these concerns be addressed and expressed her opinions of the tree being removed. Mayor Worlow assured Simer that the tree would be inspected and a determination would be made.

Mayor:

2. Mayor Worlow explained that there was nothing new to report in regards to the property owned by the village to the west of Casey's on Main Street.

3. The board reviewed the paperwork provided in their packets regarding the Joint Purchase Agreement with the Central Management Services of the State of Illinois. There was discussion about the advantages of this program. Smith made a motion with 2nd from Nolan to accept and adopt Resolution #15-495R: Joint Purchasing Program Participation Resolution with the Central Management Services of the State of Illinois. **Roll Call Vote: Smith, Aye; Coon, Aye; Nolan, Aye; Blackstock, Aye; Karker, Aye; Tibbs, Aye; motion carried**

Clerk:

4. The board reviewed Ordinance #15-495: Cable Television Franchise Fee which would institute a collection of service fees from Mediacom. There was a discussion about getting another cable television provider to service the village to allow for competitive pricing. Smith made a motion, with 2nd from Coon, to adopt and approve Ordinance #15-495: Cable Television Franchise Fee. **Roll Call Vote: Smith, Aye; Coon, Aye; Nolan, Aye; Blackstock, Aye; Karker, Aye; Tibbs, Aye; motion carried**

Engineer report was placed on hold until Engineer Burris could arrive.

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Maintenance Personnel:

8. Maintenance Supervisor Conrad reported concerns with a tree located in front of 300 S. 1st Street due to the instability of the tree. Conrad asked permission to have the tree removed. Smith asked that when the tree removal company was in town, the tree located at 200 E. Race also be evaluated. Nolan asked that the tree at 214 W. Walnut be evaluated due to resident concerns of the safety with the tree. Coon expressed his concerns over cutting down so many trees without replacement of any. Potential beautification project for future years and proper placement was discussed.

9. Conrad reported to the board that the owners of the property at 108 ½ S Logan Street have requested that a culvert be placed in the ditch to allow for a parking area for the motorcycle groups' clubhouse located at this address. There were questions regarding what the building was actually being used for. Conrad explained that maintenance would be cleaning out the existing culvert but if a new culvert was installed it would be up to maintenance to tie the two culverts together and install them. Nolan voiced questions in regards to this project interfering with the existing MFT Program that is being compiled; it was decided these two matters will not conflict with one another. There was further discussion about the actual use of the building with Chief Cupi explaining the layout of the building and what she had witnessed when she responded to the location for official business. There was further clarification heard about the installation of the culvert with Burris explaining that more information with a sketch of the proposed plans was suggested.

Engineer:

5. Engineer Burris unveiled a breakdown of the Phase II Water Main Project that breaks the project into three sections. Burris explained possible avenues in which saving could be found in the project. Burris discussed his concerns over rising cost associated with the project and what projects should take top priority. Burris suggested that the first two projects be completed in FYE 16 & FYE 17. Burris will get cost breakdowns completed and submitted to the board within the next month.

6. Burris passed out the updated MFT 2015 program showing a total cost of \$28,575.00. Some of the changes that were made were cutting items #6 (spray patch) & #12 (salt/cinders) in half. There was a discussion about the total amount of MFT funds that will be received by the village in the upcoming fiscal year. Smith explained possible ways to cover any shortfalls that may result in the budget. Smith made motion to approve the 2015 MFT Program as revised and submitted by Engineer Burris with 2nd from Blackstock. **Roll Call Vote: Smith, Aye; Coon, Aye; Nolan, Aye; Blackstock, Aye; Karker, Aye; Tibbs, Aye; motion carried**

7. Burris inquired as to the cost for the 100 E Race Street storm sewer replacement versus the budget. Burris will talk with the maintenance personnel in regards to execution of this project and report back to the board.

Zoning Board:

10. Clerk Coon explained to the board that Inspector Albers felt the matter of a storage shed for Casey's would need a variance, therefore; sending the matter directly to the council for movement. The managers of Casey's were present and explained to the board the need for a storage shed and the placement of said shed. It was determined that the shed would be moveable. Nolan made motion to grant the variance to Casey's to allow for a storage shed to be placed per the diagram submitted with the permit. Tibbs 2nd. **Roll Call Vote: Smith, Aye; Coon, Aye; Nolan, Aye; Blackstock, Aye; Karker, Aye; Tibbs, Aye; motion carried**

-The owner of 108 ½ S. Logan Street, Paul McC Carson, was addressed to answer questions earlier posed in the meeting. McC Carson explained their establishment was a motorcycle group clubhouse and assured the board there was no form of alcohol sales inside. McC Carson informed the board there are memberships dues paid. He explained the culvert was needed to allow for parking on an adjacent lot to the clubhouse. McC Carson explained the group would be looking into erecting a privacy fence to allow members to lounge outside during warm weather. There was then further discussion about where they were proposing to place the culvert. Mayor Worlow explained that their request would be researched and a decision would be made at the May general board meeting. Maintenance will be working on clearing the existing culvert to determine the extent of damage, if any. Worlow explained to McC Carson that the maintenance personnel would be in charge of installation of any culverts regardless of who purchases them. Albers inquired about the entrance to the parking area coming off of the alley instead of the street but there were blockages keeping this from being able to happen.

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-COMMITTEE REPORTS-

Water & Sewer:

11. The board reviewed the report as submitted by Water Superintendent Albers. Albers reported that the water in the lagoon was “turning over” which is a natural occurrence but this will have to be reported to the IL Environmental Protection Agency (IEPA) as it is a recorded event, however; Albers did not feel this would cause any problems for our village or system.
12. The board reviewed the report as submitted by Clerk Coon. There was a discussion about the percentage of water loss per month and a review of the current payment plan with a citizen.
13. There were discussions about the reasons a water rate increase was needed, rising costs of chemicals, testing equipment, etc. Ways in which to raise the funds needed was explored. An approximate \$16.00 per household increase in water revenue is needed based on the IEPA requirements. Blackstock made a motion to have an ordinance written to allow for a capital improvement charge to be implemented at \$5.00 per household charge be billed per month for one year with the rate increasing to \$10.00 per household billed per month the second year and to \$15.00 per household billed per month by the third and final year. Nolan seconded this motion. **Roll Call Vote: Smith, Aye; Coon, Aye; Nolan, Aye; Blackstock, Aye; Karker, Aye; Tibbs, Aye; motion carried**
14. Mayor Worlow and the board reviewed the contract as submitted by Pittsburg Tank & Tower Maintenance showing a cost of \$950.00 to inspect the water tower by mean of remote controlled device. Burris reported that the company named would be willing to consider a reduction in cost if the inspection was done in conjunction with the Village of Carlock. Blackstock made a motion, 2nd by Smith, to accept the contract with Pittsburg Tank & Tower Maintenance Company for a cost of \$950.00 and to coordinate inspection with the Village of Carlock. **Roll Call Vote: Smith, Aye; Coon, Aye; Nolan, Aye; Blackstock, Aye; Karker, Aye; Tibbs, Aye; motion carried**

Finance:

15. There was a break taken to allow the board to review all outstanding and paid bills.
16. Upon completion of reviewing the bills, Smith made a motion to pay all outstanding bills and to approve all paid bill with 2nd from Karker. **Roll Call Vote: Smith, Aye; Coon, Aye; Nolan, Aye; Blackstock, Aye; Karker, Aye; Tibbs, Aye; motion carried**
17. The board reviewed the final draft of the 2015-2016 Budget as submitted by Treasurer Shelley and Chairman Smith. Smith made motion to approve the budget as submitted with 2nd from Coon. **Roll Call Vote: Smith, Aye; Coon, Aye; Nolan, Aye; Blackstock, Aye; Karker, Aye; Tibbs, Aye; motion carried**

Police:

18. Chief Cupi reviewed the report submitted which showed a total of twenty-four (24) calls for the month of March. There were no felony arrests to date but charges were pending. There were nineteen (19) traffic tickets issued with a total of thirty-nine (39) total traffic stops made. Cupi reported several cases had been resolved including a residential burglary, criminal damage to property and an internet fraud case that spanned to Amarillo, TX. There was \$225.05 used in gas and sixty-eight (68) hours worked per week. Cupi was commended by the board for a job well done.

Buildings & Grounds:

19. Mayor Worlow opened two bids for the contractual mowing one being from Hancock Mowing at a bid of \$3000.00 for a dry year and \$4000.00 for a wet year and \$175.00 per mowing for the lagoon area; second bid from Chip Wagner at \$275.00 per mowing with no bid for the lagoon area. The quotes for purchasing a new riding lawn mower were reviewed. There was a discussion about the maintenance personnel mowing versus contracting the mowing to one of the bidders. Conrad reported that there were no programs in place for the leasing of a new machine. There were various opinions voiced and concerns listed. Coon made a motion to purchase the John Deere riding lawn mower as per the quote from Cross Brothers Implement at a cost of no more than \$6500.00 with 2nd from Smith. **Roll Call Vote: Smith, Aye; Coon, Aye; Nolan, Nay; Blackstock, Aye; Karker, Abstain; Tibbs, Nay; motion carried**

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Streets & Alleys:

20. Conrad questioned if there was funding available for culvert replacement work to commence. Conrad explained that culverts would only be replaced if they were found to be in disrepair upon completion of cleaning. Smith cautioned the cost and asked Conrad to devise a list of suspected culverts that would potentially need replacing. This matter was tabled until said list can be comprised and monies are available.

Health:

21. Clerk Coon reported on the outcome of the town-wide clean-up day that was held on April 18. Coon reported that many household brought items for collection. There were three dumpsters filled, hundreds of tires and paint cans plus a garage full of electronics all collected. The maintenance personnel were commended for a job well done and thanked for their hard work.

Old Business:

-Mosquito bug spraying was discussed and PRN employee Severns will be directed to begin spraying on May 6th and to continue spraying one time per week on Wednesdays until a need arises for change.

New Business:

-Nolan announced that tentative plans were being made to have a town-wide garage sale on May 16th from 8:00-2:00.

Coon made motion to enter into executive session at 9:15 pm per 5ILCS 120/2 (c) (5) to review salaries and wages for the 2015-2016 fiscal year and to discuss employment matters with 2nd from Smith. **Roll Call Vote: Smith, Aye; Coon, Aye; Nolan, Aye; Blackstock, Aye; Karker, Aye; Tibbs, Aye; motion carried**

Returned from executive session at 10:40 pm

Smith made a motion to accept and approve the employee wages and salaries as recommended during executive session with 2nd from Coon. **Roll Call Vote: Smith, Aye; Coon, Aye; Nolan, Aye; Blackstock, Aye; Karker, Aye; Tibbs, Aye; motion carried**

Coon made motion to hire Adam Anderson at \$15.50/hour and hire a part-time officer at a later date as proposed and recommended during executive session. Blackstock 2nd the motion. **Roll Call Vote: Smith, Aye; Coon, Aye; Nolan, Aye; Blackstock, Aye; Karker, Aye; Tibbs, Nay; motion carried**

-There was a discussion about the motorcycle clubhouse and concerns were raised by several board members about the activities of said club. There have been citizen complaints lodged and future regulating will need to be monitored.

-Worlow reminded the board that the May board meeting will be held on May 11.

Meeting adjourned at 10:51 pm by motion from Smith and 2nd from Coon.