

SAN JOSE VILLAGE BOARD MEETING

APRIL 21, 2014

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

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

Absent: None

Also in attendance: Acting President Worlow, Clerk Coon, Treasurer Shelley, Chief Cupi, Water Supervisor Albers, Maintenance Supervisor Conrad.

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.

Consent agenda: Coon made motion to approve the minutes from the March 17, 2014 regular board meeting, as issued in print, the minutes from the March 21, 2014 committee meeting, as issued in print, the minutes from the April 1, 2014 committee meeting, as issued in print, and the treasurer's report, subject to audit with 2nd from Nolan. **Roll Call Vote:** Karker; Aye, Tibbs; Aye, Smith; Aye, Coon; Aye, Nolan; Aye, Blackstock; Aye. Motion carried

Citizen Concerns:

1. There were no citizen concerns brought to the board.

Maintenance Report:

2. Maintenance Supervisor Conrad reported that one water line has been changed on Walnut Street due to installation of a meter pit.

3. Conrad asked the board permission to hire an outside contractor for the digging that would be necessary on the 3rd & Linden water main replacement project as the existing tractor is possibly not large enough to handle the work. There was a discussion about possibly renting the needed piece of equipment. Conrad is to gather quotes for both possible avenues. Nolan questioned the bill from Hunter Hydrovac so Conrad explained that the lift station at the lagoon had to be cleaned out and is now working correctly. Trustee Coon asked if a drill press had been purchased to which Conrad expressed that one had not. Conrad is to gather quotes on a drill press for purchase.

Mayor:

4. Worlow had no updated report at this time on the Richard's property. This item will be taken off of the agenda until which time there is an update. Further discussion included Nolan questioning the time frame that Richard's was given to verify that the sewer system was attached to the village sewer system. Clerk Coon was instructed to contact Attorney Taylor to have a letter drafted to Mr. Richards pertaining to this matter.

5. Worlow explained the confusion pertaining to when overtime hours were to get paid. After discussion it was decided that any hours worked over forty (40) in one week time would be paid at the rate of one and one half normal pay per hour worked.

-There was discussion pertaining to a letter received from Woods & Bates, attorney, which discussed the status of the trailers thought to be owned by George & Terrie Davis. The letter explained the potential for the village to buy the two lots in question for the sum of \$625.00 per lot. It was decided to allow the properties to be sold at auction for the back taxes owned on such and that the board had no interest in purchasing said lots of property.

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Clerk:

6. The matter of a village website was postponed until May of 2014 to allow for the new fiscal year to begin.

7. Clerk Coon explained the agreement with Midland Davis for continued recycling. Upon review, the board did not identify any concerns with signing the agreement as proposed by Midland Davis.

8. Treasurer Shelley explained the current phone bill with AT&T as costing approximately \$220.00 per month. Shelley reported that phone service could be received through Mediacom at a monthly rate of approximately \$150.00 per month for three lines and \$179.80 for four lines. There was discussion about changing service providers with Shelley conveying that Mediacom will not expect a contract and that this is not special pricing. Tibbs voiced a concern over quality of sound during a phone call if large downloads were being done. Nolan made motion to allow Mediacom to install four phone lines and continue internet service after Treasurer Shelley gets all questions answered satisfactorily with 2nd from Smith. **Viva Voce:** 6-0 Motion Carried

Engineer:

9. Burris reported that the demolition process on 105 W. Walnut should commence within 2-4 weeks and the removal process should take approximately 2 weeks.

10. Burris showed blueprints and explained the modifications that would be done at 100 E. Race Street. The proposed alignment will be sent to the property owners for final approval. Burris reported that the materials for the project should have an approximate cost of \$1573.00 which includes delivery. Maintenance could pick the materials up for a savings of \$250.00. Burris gave an approximate quote for the entire project of \$6500.00.

-Burris reported that the MFT work will be done in late July to early August of 2014.

-Trustee Coon informed Burris that the fire department was ready for the front concrete slabs to be replaced at the fire house. Karker will attend the next Fire Department Trustee's meeting and report back at the May 2014 regular board meeting. Karker will also contact Tim Carter to obtain a quote for said work.

Water & Sewer:

11. The report submitted by Water Superintendent K. Albers was reviewed by the board with no questions or comments heard.

12. The report submitted by Village Clerk Coon pertaining to water billing was reviewed by the board. The loss percentage was discussed. Clerk Coon was asked about the repayments received from Citizen C. Parent. Clerk Coon is to send a letter to Parent pertaining to monthly payments being made monthly.

13. The board reviewed the water adjustment policy as written in the April 1, 2014 committee meeting. Upon review, Smith made a motion to approve the policy as written with 2nd from Coon. **Viva voce:** 6-0 Motion carried

14. Water adjustment was discussed and decided on as follows:

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a. The account at 101 S. 4th Street has already been given 50% water forgiveness which left a remaining balance of \$573.41. Since the forgiveness was granted there has been \$100.00 (\$75.00 from the water deposit and \$25.00 from the homeowner) paid on the account. There was discussion about putting the homeowner on a payment plan but due to the reconstruction variance expiring in June it was decided to wait until the expiration date to move forward with any payment plans.

b. It was decided to allow account 110B to make monthly payments, to be no less than \$20.00 per month, above the normal monthly water bill until which time the outstanding balance is paid off.

c. It was decided to allow account 0412 to make monthly payments, to be no less than \$20.00 per month, above the normal monthly water bill until which time the outstanding balance is paid off.

15. There was discussion about the water adjustments that were requested due to the frozen water line on Payne Street inside the village. Burris was questioned about burying the line deeper to avoid this situation from occurring in the future. The fact that an above ground water hose was used as means for water supply was reviewed with explanation given as to why this method was chosen. Upon completion of this discussion Smith made a motion to forgive \$631.00 which is the amount of the water used during the pipe freezing event with 2nd from Tibbs. **Viva Voce:** 4-2 (Nay: Nolan, Blackstock) Motion carried

16. There was a break taken for the trustees to review the packets with the outstanding bills.

17. Upon completion of the break, Nolan made motion with 2nd from Blackstock to pay all outstanding bills. **Roll Call Vote:** Karker; Aye, Tibbs; Aye, Smith; Aye, Coon; Aye, Nolan; Aye, Blackstock; Aye. Motion carried

18. The annual budget was reviewed with adjustments made as needed. There was discussion about the need for bullet proof vests for the police officers with Maria reporting that it was not the village's responsibility to supply the vests due to them being personally sized per officer. Treasurer Shelley is to check with the auditor about using the funds from Sales Tax to purchase a new police vehicle. Nolan clarified the increase in the current income. Nolan made a motion to accept the budget as prepared and submitted with 2nd from Smith. **Roll Call Vote:** Karker; Aye, Tibbs; Aye, Smith; Aye, Coon; Aye, Nolan; Aye, Blackstock; Aye. Motion carried

Economic Development:

There was nothing to report at this time for this subject matter.

Police:

19. Chief Cupi gave the monthly report showing that approximately 110 hours of police coverage per week was seen. Cupi reported that a new police manual is being made.

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21. Cupi explained that the issue of visibility at the corner of N. 2nd & walnut streets was not a police matter nor was it a village ordinance matter but that in fact it would be a civil matter if an accident would occur. Sgt. Spickard sent a letter to the property owner of that corner requesting that they voluntarily move the obstructions to which the property owner was complying at this time. There was discussion about moving the yield signs from north and south to east and west.

20. The trustees reviewed Ordinance #14-486: Seizure and Impound Ordinance. The definition of “drug paraphernalia” was removed. Nolan made motion to approve and implement Ordinance #14-486: Seizure and Impound Ordinance with the one removed definition with 2nd from Coon. **Roll Call Vote:** Karker; Aye, Tibbs; Aye, Smith; Aye, Coon; Aye, Nolan; Aye, Blackstock; Nay. Motion carried

-Cupi reported on dates of upcoming trainings that will be attended. Blackstock made motion to pay Chief Cupi her normal wage for hours involved in attending a new chief training being held May 19-23, 2014 and to pay mileage incurred and to allow extra work hours to cover Cupi’s absence with 2nd from Smith. **Roll Call Vote:** Karker; Aye, Tibbs; Aye, Smith; Aye, Coon; Aye, Nolan; Aye, Blackstock; Aye. Motion carried

-There was discussion about the open door log and the relocking of entrance doors by all employees and an IDOT campaign that the San Jose Police Department will be participating in during various holiday seasons throughout the year in hopes of winning new equipment through IDOT.

22. Police Chairman Coon explained Resolution #14-487R: A Resolution Authorizing the Execution of a Law Enforcement Mutual Aid Agreement and the Existence and Formation of the Illinois Law Enforcement Alarm System by Intergovernmental Cooperation. This resolution would make it possible for the San Jose Police Department to be involved with a statewide mutual aid agreement. Nolan made motion to accept Resolution #14-487R: A Resolution Authorizing the Execution of a Law Enforcement Mutual Aid Agreement and the Existence and Formation of the Illinois Law Enforcement Alarm System by Intergovernmental Cooperation with 2nd from Smith. **Roll Call Vote:** Karker; Aye, Tibbs; Aye, Smith; Aye, Coon; Aye, Nolan; Aye, Blackstock; Aye. Motion carried

Buildings & Grounds:

23. Buildings & Grounds Chairman Smith reviewed the proposal for the five (5) additional cameras pointing out that new conduit would need to be laid to the police station. The new cameras would be mounted in the following locations: outside the entrance to the police station, inside the “squad room” of the police station (not to record the computer screen), outside the entrance to village hall, outside the entrance to the man-door and East facing overhead door of the garage attached to village hall and outside the North facing overhead door. There was discussion about camera angles and small problems with the existing cameras. Coon made motion to purchase the additional five (5) cameras and have them installed by Christopher Sales, Inc as per the proposal with 2nd from Nolan. **Roll Call Vote:** Karker; Aye, Tibbs; Nay, Smith; Abstain, Coon; Aye, Nolan; Aye, Blackstock; Aye. Motion carried

24. Burriss reported that he had not gotten a quote from Chicago Title Company so the subject was postponed until the May 2014 regular board meeting.

25. There was discussion pertaining to the building inspector title and duties. The subject was sent to a committee meeting, time and date to be set, for further discussion.

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Streets & Alleys:

26. Streets & Alleys Chairman Karker reported that she had not received any bids to date for sidewalk work in the village. There were names of possible contractors for Karker to contact for possible bids. This subject was sent to a committee, time and date to be set, for further discussion.

Health:

27. Health Chairman Blackstock expressed the need to set the schedule for mosquito abatement. After discussion, it was decided for the abatement to begin the first week of May and have the spraying done weekly on Wednesday until further notice.

Old Business:

There was no old business brought forward for discussion or review.

New Business:

-Clerk Coon asked the board if a building permit was needed for placement of a "POD" that would remain on property for an extended period. After discussion it was decided that a building permit would be needed due to encroachment and set back issues.

-Chief Cupi explained a possible problem with registration stickers being available for golf carts through the Secretary of State. Clerk Coon was instructed to get a new ordinance drafted for consideration by the May 2014 regular board meeting pertaining to the use of golf carts on village streets.

Nolan made motion, 2nd by Karker, to enter into closed session per 5ILCS 120/2 (C) (1) (2) (6) (21) at 10:00 pm. **Viva voce:** 6-0 Motion carried

Returned from closed session by a motion from Nolan and a 2nd from Karker at 11:35 pm

28. Smith made a motion to accept the 2015-2015 employee salary rates with the one change made during closed session with 2nd from Karker. **Roll Call Vote:** Karker; Aye, Tibbs; Aye, Smith; Aye, Coon; Aye, Nolan; Aye, Blackstock; Aye. Motion carried

29. Smith made motion to accept the minutes from the March 17, 2014 closed session with 2nd from Nolan. **Viva voce:** 6-0 Motion carried

30. Nolan made motion, with 2nd from Smith to leave closed session minutes dated: 2-21-12; 4-12-12; 5-21-12; 9-25-12; 5-20-13; 6-17-13; 9-24-13 closed due to the need for continued privacy. **Viva voce:** 6-0 Motion carried

31. Blackstock made motion, with 2nd from Nolan, to open closed session minutes dated: 6-24-13, 10-10-13 and 10-21-13 due to no longer needing privacy. **Viva voce:** 6-0 motion carried

Nolan made motion to adjourn at 11:40 pm with 2nd from Smith. Meeting adjourned