

Village of San Jose
Regular Board Meeting
November 17, 2014

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: Nolan, Coon, Tibbs and Smith Absent: Karker and Blackstock
Also in attendance: President Worlow, Clerk Coon, Treasurer Shelley, Chief Cupi, Engineer Burris (at 7:08), and three village 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.

Coon made the motion to accept the consent agenda consisting of the minutes from the October 20, 2014 regular board meeting; October 27, 2014 special board meeting; October 30, 2014 committee meeting and the Treasurer's report with 2nd from Smith. **Roll Call: Tibbs; Aye, Nolan; Aye, Coon; Aye, Smith; Aye, 2 Absent Motion Carried**

Citizen Concerns:

1. There were no matters brought before the board during this portion.

Maintenance Report:

2. Supervisor Conrad reported that all plow are up and running. The slag has been purchased and is ready for distribution during winter weather events. Conrad explained that there is no road salt available at the usual distribution sites. It was decided to have Conrad contact Mason City to see if road salt could be purchased from their stock pile. Conrad will tend to this matter.

Mayor:

3. Worlow announced the appointment of Chuck Stuff to fill the empty seat on the Zoning Board of Appeals which was vacated by the recently deceased Gerald Taylor. Nolan made a motion to approve the appointment with 2nd from Smith. **Viva Voce: 4-0 2 absent Motion Carried**

4. Worlow explained his thoughts and opinions on rewriting the ordinance pertaining to the sale of packaged liquor to include open liquor sales with the intentions to eventually incorporate video gambling machines in locations that obtain the proper licensing for open liquor sales and video gambling machine use. The potential revenue that this change and incorporation would generate was discussed. Worlow is going to pursue this possibility and see what the legalities of such a change would entail.

Clerk:

5. Clerk Coon pointed out the renewal information that was in the packets pertaining to the Village insurance. There was a discussion about the time frame for payment of this bill. Nolan made a motion to pay the entire amount of \$22,593.93 before the November 30, 2014 deadline with 2nd from Smith. **Roll Call: Tibbs; Aye, Nolan; Aye, Coon; Aye, Smith; Aye, 2 Absent Motion Carried**

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6. Clerk Coon reported that Attorney Taylor is currently in the process of writing the 2015 Tax Levy ordinance and will have it ready for approval at the December regular board meeting.

Engineer:

7. Engineer Burris reported that there has been no response from the owners of the property at 100 E. Race Street to date. Burris explained that he would continue to attempt contact until Thanksgiving 2014. If no response is received then Attorney Taylor will be contacted to obtain the necessary permission to proceed with changing of the storm sewer drain replacement that needs to take place across said property.

8. Burris reported that the report and pre-application will be completed and submitted by Thanksgiving 2014 for the Phase II Water Main Project then it will be a wait until the underwriters of the program can approve the paperwork. Burris is hopeful that there will be an answer to the loan application by the end of the year 2014.

Zoning Board:

9. Clerk Coon explained of the need for the Zoning Board of Appeals to meet and the subsequent letter that was sent by President Worlow in that regard. The purpose for such a meeting is to discuss the variance that has been requested by Citizen Joann Bree who resides at 309 W. Mulberry Street for a fence installation. This matter was postponed until the Zoning Board of Appeals can meet.

-COMMITTEE REPORTS-

Water & Sewer:

10. The board reviewed the water system report as submitted by Superintendent Albers. Smith questioned what happened that caused a bill to be generated for a lift station pump. Albers explained that the NW lift station pump had water get into it through an unknown fashion which caused the pump to fail. Conrad reported that the pump was taken to Decatur pumps for possible overhaul.

11. The board reviewed the water report as submitted by Clerk Coon. There was only one question asked about the repayment by customers that was answered by Clerk Coon.

12. Nolan made a motion to accept the recommendations from the Water & Sewer committee meeting that was held on October 30, 2014. Those recommendations are as follows:

1. Begin collecting social security and driver's license numbers beginning immediately with any new water service or water service that has been interrupted due to lack of payment shut offs before reconnection of service would be allowed;
2. Increase the amount of the initial deposit to \$125.00 per new customer service;
3. Change the date for reading of the meters to the 5th of every month versus the 1st which is currently the practice, making necessary adjustments for weekends or holidays;

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4. Allow five (5) days for any past due water amount to be paid. This date should be calculated based on delivery time for water bills showing the late amount due. Late payment due date should be hand written on the bill which shows a late payment owed, next to the late payment amount.

Coon 2nd the motion **Viva Voce:** 4-0 Motion Carried

12.5. Clerk Coon pointed out the draft of Ordinance 14-494: Amendment of the Combined Waterworks and Sewerage Systems that was in the board packets. This ordinance is for review before final consideration and possible adoption at the December 2014 regular board meeting.

Finance:

14. Treasurer Shelley asked that this item be moved up on the agenda. Shelley then explained the problem she had with the bill received from Contractor Eads. There was a discussion pertaining to the expectation when hiring an outside contractor to work for the village in any capacity. Shelley is to draw up a list of expectations and requirements to be adhered to by all outside contractors in the future.

13. There was a break taken to allow for the board members to review the outstanding and already paid bills.

15. Upon return from the break Nolan made a motion to pay all outstanding bills and approve all bills already paid with 2nd from Coon. **Roll Call: Tibbs; Aye, Nolan; Aye, Coon; Aye, Smith; Aye, 2 Absent Motion Carried**

Economic Development:

16. There was nothing to report on this committee.

Police:

17. Chief Cupi reviewed her report with the board. The report showed thirty-nine (39) total calls for the month. Forty-eight (48) traffic tickets with sixty (60) total traffic stops made. Cupi reported that she would be cutting back on the number of hours to be worked for the winter months.

18. Coon reported that the new Explorer is currently at E & S Communications in Pekin awaiting the final bracket to be delivered and installed.

19. Cupi asked the board to consider allowing her to his a part-time as needed police officer to help fill in the schedule. There was a discussion about this matter that also included what possible expectation of benefits could be asked if an officer is hired full-time. Coon made a motion to place a help-wanted ad in the Banner Times publication and to contact the applicants that were previously interested in the position to determine continued interest with 2nd from Smith. There was discussion about the coverage in surrounding communities and the costs involved. **Viva Voce: 4-0 Motion Carried.**

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Buildings & Grounds:

20. Burris explained the plan for plotting on the village map the current incorporated areas of the village. There is nothing further that can be done with this subject until a later date therefore, Clerk Coon requested that this agenda item be removed from the agenda This was approved.

21. Clerk coon pointed out the draft of Ordinance 14-492: An Ordinance Amending the Building Code Regulations that was in the board packets. This ordinance is for review before final consideration and possible adoption at the December 2014 regular board meeting.

22. Nolan reported that as of November 15, 2014 the trailer at 500 W. Walnut had been without water service for sixty (60) days. There was discussion pertaining to this matter. Tibbs made a motion to send all the information pertinent to this mater to Attorney Taylor for possible removal as outlined in the ordinance. Nolan seconded the motion. Viva Voce: 4-0 Motion carried.

Streets & Alleys:

23. The drainage issues were discussed as part of the next item on the agenda.

24. Nolan made motion to accept the recommendations from the committee meeting that was held on October 30, 2014 which were as follows:

1. Route 136 & 4th Street: It was discussed to use curb and guttering around the corner in question to alleviate the problem with the planning and execution to take place in the spring of 2015.
2. 200 block of East Arch Street:
 - a. have the village maintenance personnel cut a swale style ditch back into the south side of Arch street in front of 209 E. Arch Street to allow run-off water to channel properly. This portion of the project should be completed during the fall of 2014;
 - b. if the swale ditch does not alleviate the problem then look at costs involved in removing the current culvert and installing one constant culver with a catch basin between driveways on the north side of Arch Street in front of 206 E. Arch with a depressed curb installed;
 - c. if the curb and gutter project is needed then the moving of the sidewalk in question would have to be determined and cost of the sidewalk project has not been decided. This project could possibly be added to the Mason County mitigation list for future consideration;
 - d. request that the homeowner remove the small section of culvert currently located on private property that is causing issues as well;
 - e. consider requiring any new building to have the elevation inspected prior to the commencement of construction to assure it is being built above grade.
3. 105 S. 2nd Street:
 - a. have the maintenance personnel run the camera through the storm sewer, find the inlet and dig it up to place a new “tub” on it which would cost approximately \$400-\$500. The remainder of the project would need to be discussed further by the board for potential resolutions in the spring of 2015;
 - b. monitor the current driveway at 201 W. Main to assess possible sinking concerns

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Tibbs seconded this motion. **Roll Call: Tibbs; Aye, Nolan; Aye, Coon; Aye, Smith; Aye, 2 Absent Motion Carried**

Health:

25. The matter of a town-wide clean-up will be removed from the agenda until February 2015.

26. Worlow suggested that the bug spraying be discontinued due to frost. Conrad reported that Mr. Reiners has already stopped spraying for the year.

There was no old or new business brought before the board.

Meeting was adjourned at 8:15 pm by motion from Coon and 2nd from Smith. Meeting adjourned