

Village of San Jose  
Board Meeting Minutes  
June 19, 2017

Board Meeting called to order by President Worlow at 7:04 pm. Meeting was held at Village Hall, 309 S 2<sup>nd</sup> Street San Jose, Illinois.

Roll call taken: Present: Tillquist, Allen, Nolan, Blackstock, Skelton, Thomas - six (6) present.

Also in attendance: President Worlow, Clerk Custodio, Treasurer Shelley, Superintendent Albers, Engineer Burris, Chief Marlo, Maintenance Joey Larmore, and five (5) citizens.

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

Mayor Worlow asked for approval of the Consent Agenda and the Treasurer's report, Trustee Allen made motion to approve Consent Agenda and Treasurer's report, 2<sup>nd</sup> by Trustee Nolan, roll call vote: Tillquist yea; Allen yea; Nolan yea; Blackstock yea; Skelton yea; Thomas yea; motion passed 6 yea, 0 nay.

**Citizen's Concerns:** neither citizen on the agenda was present at board meeting and no other citizen asked to speak.

**President:**

3. Liquor License, serving alcohol: Mel's Variety Store wanting to put in gaming machines, needing a pouring license. The Village would receive \$0.05 on the dollar from gaming; gaming machines shut off when liquor license goes off – presently 2am; not like a tavern, as there is a limit as to how many drinks a patron can purchase; Village can grant a license and revoke said license at any time if issues arise; Chief Marlo recommends that Village Attorney write the ordinance. Trustee Nolan made motion to have attorney draw up ordinance for board to review, 2<sup>nd</sup> by Trustee Allen, roll call vote: Tillquist yea; Allen yea; Nolan yea; Blackstock yea; Skelton yea; Thomas yea; motion carried 6 yea, 0 nay. Mayor Worlow will contact Village Attorney to have ordinance drawn up for board review.

4. Ordinance changes: When Village Code was codified there were ordinances left out; committee chairman need to call meeting of their committee to review and make recommendations as to ordinances that need to be adopted into current code book.

**Clerk:**

5. Adopt Ordinance #17-508: AN ORDINANCE AMENDING THE PROVISIONS OF VILLAGE CODE BOOK 11-2-9: AUTHORIZING STOP SIGNS AND SIGNAL LIGHTS. Two-way stop on 3<sup>rd</sup> Street at Vine Street. Stop signs will be flagged for 1 month. Trustee Nolan made motion to adopt Ordinance #17-508, 2<sup>nd</sup> by Trustee Skelton, roll call vote: Tillquist yea; Allen yea; Nolan yea; Blackstock yea; Skelton yea; Thomas yea; motion carried 6 yea, 0 nay.
6. Adopt Ordinance #17-509: AN ORDINANCE OF THE VILLAGE OF SAN JOSE, ILLINOIS, ASCERTAINING THE PREVAILING RATE OF WAGES FOR LABORERS, WORKMAN AND MECHANICS EMPLOYED ON PUBLIC WORKS OF SAID VILLAGE OF SAN JOSE. Trustee Skelton made motion to adopt Ordinance #17-509, 2<sup>nd</sup> by Trustee Nolan, roll call vote: Tillquist yea; Allen yea; Nolan yea; Blackstock yea; Skelton yea; Thomas yea; motion carried 6 yea, 0 nay.
7. Copy machine: Clerk Custodio was in contact with Jeff Redmon, RK Dixon representative regarding information pertaining to the copier. Current agreement goes until 11/1/17, buyout of agreement and purchase copier would be \$2,213.85. No action taken at this time.
8. Electricity Supply Agreement: Trustee Blackstock reported that the board needs to take action tonight to sign an energy agreement, as current agreement runs until the end of June, at which time the Village will be charged market prices each month after agreement expires. Trustee Nolan made motion to sign a 4-year contract with Constellation/An Excelon Company, 2<sup>nd</sup> by Trustee Skelton, roll call vote: Tillquist yea; Allen yea; Nolan yea; Blackstock yea; Skelton yea; Thomas yea; motion carried 6 yea, 0 nay.

**Engineer:**

9. Engineer Burris reported that Logan County Highway Department will be coming in July to do sealcoat; Rural Development will be wrapping up at the end of June.

**Maintenance:**

10. Maintenance Lead Larmore reported that 7 trees need trimmed and 1 taken down, bid of \$1,925.00 - 4 trees dropping limbs on house of C. Christopher, 4<sup>th</sup> and Arch branches on house, tree on Mulberry struck by lightning coming down. Trustee Skelton made motion to accept bid, 2<sup>nd</sup> Trustee Allen, roll call vote: Tillquist yea; Allen yea; Nolan yea; Blackstock yea; Skelton yea; Thomas yea; motion carried 6 yea, 0 nay.
11. John Deere 110 tractor needing repair as leaking oil. Larmore contacted New Holland Dealership in Havana, IL - \$40.00 to pick up tractor, \$67.00 per hour to repair; John Deere Dealership in New Holland, IL \$150.00 to pick up tractor, \$110.00 per hour to repair. Trustee Nolan made motion to send 110 tractor to New Holland Dealership in Havana, IL for repair, if cost is over \$2,000.00 needs board approval to do repair, 2<sup>nd</sup> Trustee Allen, roll call vote: Tillquist yea; Allen yea; Nolan yea; Blackstock yea; Skelton yea; Thomas yea; motion carried 6 yea, 0 nay.
12. TV's collected at the town wide clean-up to be taken to Springfield on Tuesday, tires disposed of on Wednesday.

**Zoning:** no report

**Water & Sewer:**

13. Water Superintendent Albers: report in folders for review. Resident complained water had smell of chlorine, he talked to resident and it's taken care of.
14. Water Clerk report: letters sent to those who are not paying agreed amount on arrears.
15. Water Billing Program: Mayor Worlow reported that current water billing program needs updating, possibly get new program. Trustee Skelton reported that Water Clerk Karker has found a contact number to get cost of updating the current program.

**Finance:**

16. Payment of Bills: Trustee Nolan made motion that bills be paid, 2<sup>nd</sup> Trustee Allen, roll call vote: Tillquist yea; Allen yea; Nolan yea; Blackstock yea; Skelton yea; Thomas yea; motion carried 6 yea, 0 nay.
17. Treasurer Shelley reported that a \$5,000.00 Sales Tax CD matured on June 15, 2017; currently \$48,000.00 in Sales Tax

fund, before town wide clean-up bills are paid. Trustee Skelton made motion to have Treasurer Shelley cash in the \$5,000.00 CD and put \$20,000.00 from Sales Tax fund into a CD, 2<sup>nd</sup> by Trustee Tillquist, roll call vote: Tillquist yea; Allen yea; Nolan yea; Blackstock yea; Skelton yea; Thomas yea; motion carried 6 yea, 0 nay.

18. Treasurer Shelley reported that the audit is complete, final report hasn't been received. One suggestion from Auditor Craig Myers regarding our internal control, tracking of cash money received for lodge rental, permits. Auditor recommends that a receipt book be kept and audited on quarterly basis, Finance chair Skelton will do quarterly audit. Treasurer Shelley will talk with Water Clerk Karker regarding keeping a receipt book for these funds.

#### **Police:**

19. Chief Marlo reported that in the past month 87 citations and 31 written warnings have been written, 1 accident. Fines totaling \$3,296.00.
20. Chevy Squad car: doesn't get driven much – battery runs down; no camera in squad car, so Chief Marlo is the only one who drives it; Trustee Blackstock made motion to all Chief Marlo to drive the white Chevy squad car back and forth to work, 2<sup>nd</sup> by Trustee Nolan, roll call vote: Tillquist yea; Allen yea; Nolan yea; Blackstock yea; Skelton yea; Thomas yea; motion carried 6 yea, 0 nay. Pre-arrangements must be made if someone else needs to drive the car for village use.

#### **Building & Grounds:**

21. High School Update: Court on Monday, June 26<sup>th</sup> at 1:15pm.
22. Masonic Building Refrigerator: No longer working; Trustee Nolan took care of it.
23. Brick Project: Clerk Custodio reported that there is a need for a brick to be engraved and placed in Memorial Park; money has been received for the brick; suggested that A. Albers be contacted to see if he has any information as to how we go about getting a brick. Clerk Custodio will make contact with A. Albers.

#### **Streets & Alleys:**

24. No report

**Health & Safety:**

25. Trustee Nolan mentioned that Broadwell, IL had contacted Ben McCormick and discussed paying Ben to come spray for mosquitoes with the village's truck and sprayer, they would purchase chemicals for the spraying. The village hasn't received anything from Broadwell regarding this matter, so no action taken.

**Old Business:** none

**New Business:** none

Trustee Thomas made motion to go into Closed Session regarding employee compensation, 2<sup>nd</sup> by Trustee Allen, roll call vote: Tillquist yea; Allen yea; Nolan yea; Blackstock yea; Skelton yea; Thomas yea; motion carried 6 yea, 0 nay.

Entered Closed Session at 8:08 p.m. per 5ILCS 120/2 (c)(2)(5)

Returned to Open Session at 8:11 p.m.

Trustee Nolan made motion to adjourn, 2<sup>nd</sup> Trustee Allen, all voted yea, no nays.

Respectfully submitted,

Jayne Custodio  
Village Clerk  
Village of San Jose