

January 21, 2013

An appreciation plaque and road sign "Zimmerman Parkway" was given to Joy Zimmerman for 24 years of service as Village Clerk from Mayor McCormick.

Meeting called to order by Mayor McCormick at 7:05pm.

Roll call taken: Blackstock, Evans, Skelton, Albers, Thomas, and Nolan.

Absent: None

Opening prayer given by Mayor McCormick

There was discussion about the appointment of Dianna Nolan as Trustee. There was a short recess taken to check on the proper procedure for such appointment. After the recess, Blackstock made motion to approve the appointment of Dianna Nolan to the chair formally occupied by Chad Abner as Village Trustee. Thomas seconded motion. Call of roll: Blackstock: Aye, Evans: Aye, Skelton: Aye, Albers: Aye, Thomas: Aye Motion carried
-Motion by Evans and seconded by Skelton to approve the minutes from the December 10, 2012 board meeting as issued in print. Vote: 6-0 Motion carried
-Motion by Skelton and seconded by Thomas to approve the minutes from the January 8, 2013 committee meeting as issued in print. Vote: 6-0 Motion carried
-Motion by Blackstock and seconded by Nolan to approve the treasurer's report, subject to audit. Vote: 6-0 Motion carried

Citizen Concerns: None

Maintenance personnel report: Conrad reported that there wasn't much going on.

-Locator update: Albers has no knowledge of any locators for sale at this time. Albers explained that contracting the work to outside contractors would not be an option due to cost and size of job needed. There was discussion about possibly obtaining a used locator or trading the existing one towards a newer model. -
Conrad reported that Hydro-Kinetics came and worked on the lift stations per their contract.
-Conrad reported that the trucks were ready for winter with blades and salt mixture in place.

Mayor: McCormick explained that the FYE 2011 audit needed to be voted on for completion. Motion to accept FYE 2011 audit as issued by Myers & Myers CPA was made by Skelton and seconded by Albers. Call of Roll: Blackstock: Aye, Evans: Aye, Skelton: Aye, Albers: Aye, Thomas: Aye, Nolan: Abstain (prior to becoming a Trustee) Motion carried

-Audit FYE 2012 was reviewed by all Trustees. Motion to accept FYE 2012 audit as issued by Myers & Myers CPA was made by Albers and seconded by Thomas. Call of Roll: Blackstock: Aye, Evans: Aye, Skelton: Aye, Albers: Aye, Thomas: Aye, Nolan: Aye Motion carried
-Proposal from Myers & Myers CPA was reviewed by all Trustees. Motion to accept Myers & Myers CPA proposal for preparing the FYE 2013 audit not to exceed \$8,200.00 was made by Albers with second from Blackstock. Call of Roll: Blackstock: Aye, Evans: Aye, Skelton: Aye, Albers: Aye, Thomas: Aye, Nolan: Aye Motion carried

Clerk: Discussion about sending the ordinance book to Sterling Codifiers for possible updated was had as well as a possibility of a village website. Nolan made motion to send the ordinance book to Sterling Codifiers for review and a quote for updating with second by Evans. There was discussion that no updating will be done prior to receiving a final bid. Roll Call: Blackstock; Aye, Evans; Aye, Skelton; Aye, Albers; Aye, Thomas; Aye, Nolan; Aye Motion carried

-There was discussion about changes to the employee handbook. Blackstock talked about changing the wording in the over-time section to include more exact explanation. This discussion was sent to committee for further discussion with inclusion of maintenance personnel at said committee meeting.
Coon reported that there were grant writing classes being offered from two different places, a law office in St. Louis and the IL municipal league. There was discussion about the need for Coon to attend one of these classes. Burris suggested that Coon talk with Nancy Proehl from Manito to decide which class would

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be better. Blackstock made motion for Coon to register with IML workshop after speaking with Nancy Proehl to verify this workshop would be the better of the two with second from Skelton. Vote: 6-0 Motion carried.

Engineer: Burris reported that he is working on getting the grant finalized. The "poverty" designation is yet to be determined but it is getting closer to finalization. Burris also suggested that if the ordinance book gets codified, the board will have to review all changes carefully.

-COMMITTEE REPORTS-

Water & Sewer: Albers' report was reviewed. Albers reported that the EPA evaluation was non-eventful; the water tower needs inspected every five (5) years and it was last done in 2009.

-Coon's report was reviewed. Coon reported that the water loss percentage was down.

Finance: There was a break taken to review the current outstanding bills.

-There was discussion about the police insurance bill. This issue was sent to committee for further discussion. McCormick is to contact Blue Cross/Blue Shield to clarify billing monthly versus quarterly billing. Motion made by Blackstock to pay the outstanding bills with second from Thomas. Vote 6-0 Motion carried

-There was discussion about the need to gather estimates for vehicle repairs; this subject was sent to committee for further discussion.

-Coon explained the need for transferring \$15,000.00 from the sales tax fund to the emergency fund per the audit finding that this amount was deposited into the wrong account per Craig Myers of Myers & Myers CPA. A motion was made by Skelton and seconded by Evans to transfer \$15,000.00 from sales tax fund to the emergency fund. Roll Call: Blackstock; Aye, Evans; Aye, Skelton; Aye, Albers; Aye, Thomas; Aye, Nolan; Aye Motion Carried

Police: Police report was reviewed with Hodgson making corrections of six (6) thefts and four (4) vandalism incidents. Hodgson reported on the burglaries at the storage units and that the suspect had been apprehended. Hodgson and the part time officers have all attended training on vehicle and criminal code updates.

-Hodgson handed out information on in-car video systems which was reviewed by all Trustees. The old system is broken and not able to be fixed. Price range involved is between \$1800.00 and \$5000.00 for said system. In-car video system discussion was sent to committee for further analysis and discussion.

McCormick stated that more stops needed to take place and the he had received reports that the radar was not working which means no revenue for the village. Hodgson was told that if normal operating equipment breaks down then it needs to be repaired in a timely fashion.

-A quote was reviewed from Bastein Communications in Havana for the purchase and use of cell phones for the police officers and maintenance personnel. A motion was made by Evans and seconded by Thomas to accept the plan for the police cell phone and also to add a line for maintenance without insurance. Vote 6-0 Motion carried

-The discussion on ordinance follow-up was moved to committee.

Buildings & Grounds: A motion was made by Skelton and seconded by Evans to accept the recommendations from the committee meeting as listed in the minutes from January 3, 2013. Vote 6-0 Motion carried

Streets & Alleys: Burris handed out oil & chip worksheet for 2013 MFT projects. There was discussion about Arch Street, between 1st & Logan, Burris reported for sealcoat only (general vehicle use) a cost of approximately \$2200.00 and for oil & chip (truck route) a cost of approximately \$13,000.00. Blackstock made a motion to A1 sealcoat 1st Street from Main to south limits, A2 sealcoat Vine Street from 4th to west limits and grind & aggregate only on Vine from 1st to 2nd streets. Motion was seconded by Skelton. Vote 6-0 Motion Carried

-There was no need for a motion to accept recommendations from committee meeting seeing previous discussions superseded said recommendations.

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Health: Nothing to report

Blackstock made motion to enter into executive session per 5ILCS 120/2.06(g) to discuss closed session minutes with second from Nolan. Vote 6-0 Motion carried. Entered into executive session at 9:35pm

Returned from executive session at 9:45 pm by motion from Albers and second from Skelton with a vote of 6-0 so motion carried

Skelton made motion to open and approve closed session minutes from January 16, 2012 due to no further need for confidential treatment with second from Albers. Vote 6-0 Motion carried

Blackstock made motion to open and approve closed session minutes from February 20, 2012 due to no further need for confidential treatment with second from Thomas. Vote 6-0 Motion carried

Blackstock made motion to approve but leave the closed session minutes from February 21, 2012 closed due to sensitive information still requiring confidential treatment with second from Evans. Vote 6-0 Motion carried

Thomas made motion to approve but leave the closed session minutes from April 12, 2012 closed due to sensitive information still requiring confidential treatment with second from Blackstock. Vote 6-0 Motion carried

Blackstock made motion to open and approve closed session minutes from April 16, 2012 due to no further need for confidential treatment with second from Skelton. Vote 6-0 Motion carried

Albers made motion to approve but leave the closed session minutes from May 21, 2012 closed due to sensitive information still requiring confidential treatment with second from Thomas. Vote 6-0 Motion carried

Thomas made motion to open and approve closed session minutes from August 20, 2012 due to no further need for confidential treatment with second from Nolan. Vote 6-0 Motion carried

Meeting adjourned at 9:55pm

Recorded by: Stacy Coon, Village Clerk