

Village of San Jose
Regular Board Meeting Minutes
June 15, 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, Allen, Nolan, Skelton and Tibbs Absent: None

Also in attendance: President Worlow, Clerk Coon, Treasurer Shelley, Chief Cupi, Engineer Burris (7:31 pm); Water Superintendent Albers and five (5) 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.

Smith made a motion to approve the consent agenda consisting of the minutes from the May 11, 2015 board meeting; minutes of the May 27, 2015 special board meeting; minutes of the May 26, 2015 committee meeting; minutes of the May 31, 2015 committee meeting and the Treasurer's Report with 2nd from Nolan. **Roll Call: Allen, Aye; Coon, Aye; Smith, Aye; Tibbs, Aye; Skelton, Aye; Nolan, Aye Motion Carried**

Citizen Concerns:

1. Citizen K. Lebron allowed for this item to be struck due to previous settlement of the mowing of her ditch in front of her house being satisfied by Trustee Coon.

Mayor:

2. Mayor Worlow announced that there would not be any fireworks allowed to be discharged inside the village at any time with no exceptions being allowed.

Worlow instructed Chief Cupi to alert the police department of this direction.

3. Worlow deferred discussion about the property beside Casey's to Engineer Burris who reported that the plans look good. There were a few questions from Scott DeSplinter of CMT about the property that will get answered within the following week.

Clerk:

4. Clerk Coon reminded all board members of the online Open Meetings Act training that is required of all board members annually.

5. Clerk Coon produced Ordinance 15-496: Prevailing Wage for consideration of the board. Nolan made motion to accept Ordinance 15-496: Prevailing Wage with 2nd from Smith. **Roll Call: Allen, Aye; Coon, Aye; Smith, Aye; Tibbs, Aye; Skelton, Aye; Nolan, Aye Motion Carried**

Engineer: (this report was given after Burris arrived at 7:30 pm)

6. Burris reported that he is waiting on Illinois Rural Development (IRD) for final approval but that the plans are for the work to commence in the fall of 2015.

Smith questioned the funding from IRD to which Burris explained that there is a possibility that two of the three phases could be possible due to the close proximity of the ending of the fiscal year. Burris is anticipating good bids to be received which would also aid in the project moving along faster.

7. Burris asked for quotes of piping needed for the storm sewer replacement project at 100 E. Race Street but reported that no one has responded to his request yet. This subject is postponed until the July 2015 board meeting for final approval.

-Burris announced that the seal coat work should commence around the end of July to first of August 2015. He will talk with village maintenance personnel about spray coating and getting the materials needed, and the area prepared, at the old township area.

-Burris reported on the work that is to be done on Towerline Road, North of the village, and that this work is slated to be done in July 2015.

Maintenance Personnel:

8. There were no maintenance personnel at the meeting so no report was given. It was noticed that there were no time sheets in the packets either.

9. This matter was postponed to July board meeting when maintenance personnel can be available for questions and comments.

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Zoning Board:

10. There was nothing for or from the zoning board.

Water & Sewer:

11. The board reviewed the report submitted by Water Superintendent Albers. There were no questions or comments nor was there anything further reported by Albers.

12. The board reviewed the report submitted by Clerk Coon. It was pointed out that the water loss percentage continues to be lower. There were no other questions or comments.

13. Clerk Coon explained that the Illinois Rural Water Association (IRWA) renewal fee of \$287.70 was due. There was a discussion pertaining to what the benefits of membership were. Albers reported that this organization was used in an advisory capacity and helping to locate leaks. Nolan made a motion to pay the renewal fee of \$287.70 with 2nd from Smith. **Roll Call: Allen, Aye; Coon, Aye; Smith, Aye; Tibbs, Aye; Skelton, Aye; Nolan, Aye Motion Carried**

14. Clerk Coon read the following recommendation from the May 26, 2015 committee meeting: "Ask the codification company to provide samples of other village ordinances and to gather nearby municipalities' ordinances on how they base their rates and what their ordinances reflect regarding these matters". Clerk Coon reported that other municipalities and the codification group had already been contacted. Allen made motion to accept the recommendation as read from the May 26, 2015 committee meeting with 2nd from Tibbs. **Viva Voce: 6-0 Motion Carried**

Finance:

15. There was a break taken for the board to review the outstanding and paid bills to consider payment and approval.

16. After review of the outstanding and paid bill Nolan made a motion to pay all outstanding bill and approve all bill paid prior with 2nd from Allen. **Roll Call: Allen, Aye; Coon, Aye; Smith, Aye; Tibbs, Aye; Skelton, Aye; Nolan, Aye Motion Carried**

17. and 18. Both of these matters were struck from the agenda due to non-receipt of the audit report to date. Both matters will be placed on the July 2015 board meeting agenda.

19. Smith explained the reason for this agenda entry as being that the Clerk currently works on both water and general matters. Smith expressed his opinion that the payroll should be paid for from both funds versus how it is currently being paid from the water fund only. Smith offered the solution of paying the payroll from water for hours worked during the mornings from 8:00am to noon, Monday through Friday, and then pay the payroll from the general fund for any hours accrued after noon.

Police:

20. Chief Cupi gave the monthly police report which showed thirty-nine (39) total calls for the month of May. Twenty-six (26) traffic citations with forty-one (41) total traffics stops made in the month with Cupi as the only officer on duty. Cupi reported that Besimi currently has thirty-nine (39) traffic citations already written for the month of June. There was \$189.64 used in gas in May and 205 hours worked. Cupi reported that Besimi will be gone on military leave from July 17 through August 2. Skelton questioned hiring another officer for part-time. Cupi explained that with the addition of Alex Hill in November the roster would be full.

21. Coon reported that the insurance adjuster and fire engineer had been in the village the morning of this meeting. Coon explained what the process would be moving forward for the burnt Explorer and that the whole process would take upwards of six (6) months but that it was definitely determined that the vehicle will be totaled. Coon reported that Landmark Ford in Springfield, IL had an exact duplicate vehicle, to the one that burnt, sitting on their lot. Coon reported that Cupi was able to secure a loaner vehicle from Pekin Police Department, at no expense to the village, until a new police vehicle could be obtained. Coon reported that the 2007 Charger was not safe to drive and will be taken to Roland Rich Ford in Delavan to obtain an estimate for repairs. Worlow asked the board to consider purchasing the 2015 Explorer from Landmark Ford. Cupi explained the need for such a decision to be made promptly and covered all the ruined equipment that would need replacement ASAP. Smith reported that there was money in the sales tax fund to cover purchase approved by the board.

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There were discussions pertaining to purchasing another vehicle from Ford, the installation of the equipment from E & S Communications, Charger repairs and safety of the officers. The repeater system in the Charger was discussed and the changes made to get the radio in the Pekin Police Tahoe were listed. Skelton questioned placing some of the refunded funds into “reserves” with Shelley explaining the proper process to allow for such a transfer to occur. Clerk Coon was asked to place the disbursement of funds on the agenda once the funds are received. Skelton made motion to purchase the 2015 Ford Explorer from Landmark Ford in Springfield, IL and equip it identical to the current vehicle using Ragan Communications from Washington, IL with 2nd from Nolan. **Roll Call: Allen, Aye; Coon, Aye; Smith, Aye; Tibbs, Aye; Skelton, Aye; Nolan, Aye Motion Carried**

22. Coon explained the problem with the current curfew hours, which are that curfew, is 10 PM Sunday through Thursday and midnight on Friday and Saturday nights, and that there were three ordinance violations written incorrectly, but in good faith because of miscommunication, that would be disregarded. There was discussion about backing the curfew to 11 pm on Friday and Saturday nights due to vandalism and complaints throughout the village. Cupi recited the state laws pertaining to curfew and examples were discussed. Skelton questioned the possibility of giving offenders of the curfew ordinance community service hours in lieu of a citation to which Cupi explained the circumstances in which she would be willing to make such an offer. There were discussions about a “contract” with parents to ensure completion of any community service hours invoked on a juvenile with the understanding that repeat offenders would not be allowed this offer. The age of curfew was discussed. This matter was sent to committee for further discussion and forming of a recommendation to be brought back before the board.

-COMMITTEE REPORTS-

Buildings & Grounds:

23. Skelton expressed his thought and reasoning behind offering the village owned property at 316 W. Walnut to be placed up for bid. The past considerations of previous board for this property were discussed. This matter was sent to committee meeting for further discussion and forming of a recommendation to be brought back before the board.

24. Clerk Coon read the following recommendations from the May 31, 2015 committee meeting: “1) No permit is needed for a tree house as it is not on the ground and cannot be taxed; 2) Change the working of the building permit to include “building or structure on the ground” and from “cost” to “assessed value””. Skelton explained the reasoning for the changes. Smith expressed concerns because of safety and liability with further concerns discussed among the all board members. Nolan made motion to accept the recommendations as read with 2nd from Coon. **Viva Voce: 6-0 Motion Carried**

Streets & Alleys:

25. Nolan explained that Worlow had asked to be allowed and remove the curb located in front of his residence at 609 S. 3rd Street at no expense to the village. Skelton made the motion to allow Worlow to remove the curb in front of his residence at 609 S. 3rd street to no expense to the village with 2nd from Smith.

Viva Voce: 6-0 Motion Carried

26. Worlow explained that it has been requested to remove the three-way stop sign at the intersection of Logan and West Vine Streets. Smith expressed his thought of making 1st & Vine Street a four-way intersection. Nolan voiced concerns of taking three-way out. This matter was sent to committee for further discussion and forming of a recommendation to be brought back before the board.

27. The replacement of the sidewalk in front of 214 W. Walnut was discussed. Smith voiced concerns over the replacement not taking place during the prior year and announced that funds could be pulled from the emergency fund if needed. Nolan presented a quote obtained from Bruce Eads (\$3102.50) and assured the board that said quote included everything needed for the replacement from start to finish with the exception of the three (3) handicap mats (approximately \$125.00 each), concrete (approximately \$1500.00), sand for fill and dirt for backfilling and that the maintenance personnel would not be expected to help execute the project in any fashion. Total cost of the project is expected to be approximately \$5300.00. Smith made a motion to remove and replace the sidewalk in front of 214 W. Walnut from 2nd street to 3rd street on the north side of the road with 2nd from Skelton.

Roll Call: Allen, Aye; Coon, Aye; Smith, Aye; Tibbs, Aye; Skelton, Aye; Nolan, Aye Motion Carried

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Health:

28. Clerk Coon explained that McCormick has agreed to take the testing for mosquito abatement licensing. Clerk Coon asked about having someone else do the spraying in the interim. Clerk Coon was asked to contact surrounding municipalities about the village hiring the worker in for this task. All board members agreed that the village would pay for McCormick to take the tests required for said license.

-There was a question about the cistern at the grade school. Worlow reported that the owners have been contacted and the cistern will be filled in within thirty (30) days.

Old Business:

-There was no old business brought up or discussed at this point.

New Business:

29. Clerk Coon explained about the removal of the one way sign on Payne street at Route 136 as this was not an IDOT mandated one way street. The general consensus of the board was to not charge the turn on fee or deposit to the Prairie Creek Township for water service at their building on Payne Street.

-Skelton handed out a list of complaints and concerns that he had compiled in regards to tasks for the maintenance personnel to execute. Smith voiced concerns of some of the entries on said list being the homeowner responsibility (i.e. weed removal at the curb) and stated that maintenance currently are executing some of the entries on the list. There was a discussion about the weed growth on the corner of Route 136 and N 1st street. Skelton volunteered to speak with the owners, Pomrenke, about this matter.

Nolan made motion to enter into closed session at 9:00 pm per 5ILCS 120/2 (c) (5) (14) to discuss closed session minutes and a personnel payroll matter with 2nd from Smith. **Roll Call: Allen, Aye; Coon, Aye; Smith, Aye; Tibbs, Aye; Skelton, Aye; Nolan, Aye Motion Carried**

Returned from closed session at 9:45 pm

30. Smith made motion to approve closed session minutes dated: 2-16-15; 4-20-15; 5-11-15; 5-27-15 with 2nd from Allen. **Roll Call: Allen, Aye; Coon, Aye; Smith, Aye; Tibbs, Aye; Skelton, Aye; Nolan, Aye Motion Carried**

31. Motion by Nolan to leave closed session minutes dated 8-28-14 closed due to the need for privacy in said minutes with 2nd from Smith. **Roll Call: Allen, Aye; Coon, Aye; Smith, Aye; Tibbs, Aye; Skelton, Aye; Nolan, Aye Motion Carried**

Nolan made motion to open closed session minutes dated 10-27-14; 7-21-14; 9-25-12; 4-12-12; 2-21-12 due to the no longer need of privacy with 2nd from Smith. **Roll Call: Allen, Aye; Coon, Aye; Smith, Aye; Tibbs, Aye; Skelton, Aye; Nolan, Aye Motion Carried**

32. Nolan made motion to accept the recommendation as set forth during closed session pertaining to the wage adjustment to be afforded Chief Cupi for insurance premium purposes with 2nd from Smith. **Roll Call: Allen, Aye; Coon, Aye; Smith, Aye; Tibbs, Aye; Skelton, Aye; Nolan, Aye Motion Carried**

Smith made motion to adjourn the meeting at 9:50pm with 2nd from Nolan.

Meeting adjourned

