

Village of San Jose  
Board Meeting Minutes  
November 14, 2016

Board Meeting called to order by President Worlow at 7:00 pm. Meeting was held at Village Hall, 309 S. 2<sup>nd</sup> Street San Jose, Illinois.

Roll call taken: Present: Nolan, Skelton, Tibbs, Smith, McCormick and Allen                      Absent: None

Also in attendance: President Worlow, Clerk Coon, Treasurer Shelley, Attorney Bosich, Engineer Burris, Water Superintendent Albers and twelve (12) 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.

Nolan made motion to approve the consent agenda consisting of the minutes of the June 20, 2016 board meeting and the treasurer's report with 2<sup>nd</sup> from Allen.

**Roll call vote: Nolan, Aye; Skelton, Aye; Tibbs, Aye; Smith, Aye; McCormick, Aye; Allen, Aye      Motion carried**

Citizen concerns:

1. Citizen Melissa Lowe approached the board regarding the re-opening of a packaged liquor store. Lowe stated that at this time, it would be packaged liquor sales only with possible consideration for expansion in the future. The process of application and inspection was explained to Lowe. Nolan made a motion, with 2<sup>nd</sup> from Allen to allow a liquor license to be issued to M. Lowe upon successful completion of an application and inspection. **Roll call vote: Nolan, Aye; Skelton, Aye; Tibbs, Aye; Smith, Aye; McCormick, Abstain; Allen, Aye      Motion carried**

-Citizen Chris Thomas stated his concerns regarding the board members and mayor not listening to citizen concerns in the past and taking the complaints seriously. Thomas stated his concerns of potential public safety and asked for the mayor to resign. Worlow replied that his resignation would not be happening.

President:

2. There was nothing brought before the board at this time for discussion or consideration.

Clerk:

3. Clerk Coon presented the board with the renewal information for continued membership with the Illinois Municipal League at a cost of \$150.00. Skelton made a motion, with 2<sup>nd</sup> from McCormick to renew the membership with the Illinois Municipal League at a cost of \$150.00. **Roll call vote: Nolan, Aye; Skelton, Aye; Tibbs, Aye; Smith, Aye; McCormick, Aye; Allen, Aye      Motion carried**

Engineer:

4. Burris reported that he had met with maintenance worker McCormick in regards to laying out the existing mains for the Phase II Water main project. Burris expressed his expectations of receiving a commitment letter within December to lock in the grant and loan monies for the project.

-Nolan inquired about the leak on South 4<sup>th</sup> street and the replacement of the problem lines within the above mentioned project to which Burris replied that replacement of this area of piping is included in the project specifications.

5. The RD agreement had been discussed at the October 2016 board meeting and there was nothing new to report.

Maintenance Report:

6. The maintenance personnel were not in attendance due to a fire department emergency call.

7. McCormick explained the situation with the East Vine street water meter replacement project that has been ongoing for several weeks. McCormick stated that a letter would potentially need to be sent to citizen D. Benscoter for compliance with moving forward with the project.

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- It was explained that the downspout issue directly outside the main door at village hall still needs to be tended to as soon as possible.
8. The matter of tree removal was discussed. The tree at 106 S. 2<sup>nd</sup> street is questionable about the location of the tree and the village's responsibility in paying for the removal of said tree. McCormick made a motion, 2<sup>nd</sup> by Nolan, to remove the tree in question at 512 S. 3<sup>rd</sup> street and have the tree service contractor look at the tree in question at 106 S. 2<sup>nd</sup> to determine the need for removal. **Roll call vote: Nolan, Aye; Skelton, Aye; Tibbs, Aye; Smith, Aye; McCormick, Aye; Allen, Aye Motion carried**
- McCormick stated that the tree in front of W. Griffin's house was ready to have the removal completed.

Zoning Board:

- There was nothing brought before the board at this time for consideration or discussion.

-COMMITTEE REPORTS-

Water & Sewer:

10. The board reviewed the report as submitted by Water Superintendent K. Albers showing that the feed pump had been purchased and all other systems appeared to be in good running order.
11. The board reviewed the report as submitted by Water Clerk Karker with concerns of the water loss percentage being higher. Clerk Coon explained that a big water leak had been identified and repaired so this should allow for the percentage to come back down some.

Finance:

12. The board took a short break to allow for the review of the paid and outstanding bills.
15. The board reviewed the options for paying for the municipal insurance as submitted. Nolan made a motion, with 2<sup>nd</sup> from Smith, to choose payment option 1 to pay for the municipal insurance premiums for the year. **Roll call vote: Nolan, Aye; Skelton, Aye; Tibbs, Aye; Smith, Aye; McCormick, Aye; Allen, Aye Motion carried**
13. Upon completion of the break, Nolan made a motion, with 2<sup>nd</sup> from Tibbs, to approve all paid bills and pay all outstanding bills as submitted by Treasurer Shelley. **Roll call vote: Nolan, Aye; Skelton, Aye; Tibbs, Aye; Smith, Aye; McCormick, Aye; Allen, Aye Motion carried**
14. Treasurer Shelley reported that there was an excess of \$26,000.00 left over in the Insurance fund after payment of this year's premium and asked to place some or all of this amount into a Certificate of Deposit (CD). Skelton made a motion, 2<sup>nd</sup> by Nolan, to place \$25,000.00 from the insurance fund into a CD. **Roll call vote: Nolan, Aye; Skelton, Aye; Tibbs, Aye; Smith, Aye; McCormick, Aye; Allen, Aye Motion carried**

Police:

16. There was no monthly report for the board to review. McCormick explained that all further conversation about the state of the police department would be held during the closed session portion of the meeting.
17. McCormick stated that the conversation pertaining to the uniform policy would also be done during the closed session portion of the meeting.

Buildings & Grounds:

18. Bosich reported to the board that an updated legal description of the old high school building would be needed before anything further could be done toward the demolition of the building could be done. Clerk Coon and Engineer Burriss will see to it that Bosich is provided with this information again.
19. Nolan reported that she contacted the owners of the residence at 201 S. 2<sup>nd</sup> street and she was assured that the residence will be torn down in the Spring, 2017.

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Streets & Alleys:

20. There was nothing brought before the board for consideration or discussion during this time.

Health:

21. Bosich questioned the board as to the desires for the energy drink sales. After explanation by the board of the concerns of the citizen, Bosich will report at the December 2016 board meeting with her findings of the legal options for this matter.

Old Business:

There was nothing brought before the board for consideration or discussion during this time.

New Business:

There was nothing brought before the board for consideration or discussion during this time.

Nolan made a motion, with 2<sup>nd</sup> from Tibbs, to enter into closed session per 5ILCS 120/2 (c) (4) (5) to discuss personnel matters and review closed session minutes.

**Roll call vote: Nolan, Aye; Skelton, Aye; Tibbs, Aye; Smith, Aye; McCormick, Aye; Allen, Aye      Motion carried**

Entered into closed session at 7:30 pm.

Returned from closed session at 8:38 pm.

22. Allen made a motion, with 2<sup>nd</sup> from Nolan, to approve closed session minutes dated 9-19-16; 10-17-16; 10-25-16; and 11-7-16.

**Roll call vote: Nolan, Aye; Skelton, Aye; Tibbs, Aye; Smith, Aye; McCormick, Aye; Allen, Aye      Motion carried**

23. Worlow announced the Gesling litigation is current and up-to-date.

24. Worlow announced that the EEOC complaint is current and up-to-date.

25. Allen made a motion, with 2<sup>nd</sup> from Smith to dismiss Lori Erwin as the “hired” clerk and not hire another clerk until election 2017 and to retain Clerk Coon until the same election. **Roll call vote: Nolan, Nay; Skelton, Abstain; Tibbs, Nay; Smith, Aye; McCormick, Aye; Allen, Aye      Motion carried**

26. McCormick made a motion, with 2<sup>nd</sup> by Nolan, to place Chief Maria Cupi on paid administrative leave of absence effective 11-7-16 until further notice per legal advice. **Roll call vote: Nolan, Aye; Skelton, Aye; Tibbs, Aye; Smith, Aye; McCormick, Aye; Allen, Aye      Motion carried**

Due to the maintenance personnel return the issue of the tree removal as recorded above was discussed with nothing new being brought forward.

Allen made a motion, with 2<sup>nd</sup> by Skelton, to adjourn.

Meeting adjourned at 8:46 pm