

Village of San Jose
Regular Board Meeting Minutes
November 16, 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: Tibbs, Skelton, Nolan, Allen, Coon and Smith

Also in attendance: President Worlow, Clerk Coon, Treasurer Shelley, Attorney Bosich, Chief Cupi, Engineer Burris (9:00 pm); Maintenance McCormick and twenty-one (21) 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 motion to approve the consent agenda consisting of the minutes from the October 19, 2015 board meeting and the treasurer's report with 2nd from Smith. **Roll Call Vote: Tibbs: Aye; Skelton: Aye; Nolan: Aye; Allen: Aye; Coon: Aye; Smith: Aye Motion Carried**

CITIZEN CONCERNS:

1. Citizen L. Mortlock read a prepared statement outlining concerns with the generalized low opinion of the police department with some fellow residents. Mortlock attempted to play a recording of a conversation that was had between herself and Chief Cupi before the beginning of the most recent Neighborhood Watch Program meeting. Attorney Bosich stopped this recording from being played on the basis of Mortlock's concerns being based around an employee of the village and such discussions needing to be done during closed session only. Mortlock submitted a "Police Complaint Form" to President Worlow for review and consideration. B. Mortlock attempted to explain further their concerns as they pertained to the above mentioned discussion with Chief Cupi to which Attorney Bosich explained to him that this would not be allowed either due to it being a personnel matter. There was a brief discussion about the procedures which are in place for filing a complaint and how the complaint that had been submitted would be handled.

-Citizen Chris Thomas was given the opportunity to be heard on the subject matter which he had placed on the agenda. Thomas decided not to speak to his concerns due to the fact that it regarded an employee of the village and his assumption that he would not be allowed to explain his complaint.

PRESIDENT:

2. President Worlow referred the update on the property to the west of Casey's to Clerk Coon who reported that the village and the village's attorney were working on a closing date with Casey's.

3. President Worlow asked the board about allowing the Lutheran Church to have a live nativity parade through San Jose again this year. After polling all of the trustees, it was decided to allow the Lutheran Church to do their live nativity parade on Sunday December 20, 2015. Clerk Coon was asked to post the parade route on the village's Facebook page to allow for all citizens to enjoy the parade.

4. Skelton asked to shuffle the committee assignments to which Worlow explained why this was not a good idea at this time.

CLERK:

5. Clerk Coon had nothing to report.

Engineer report was moved to later in the meeting to allow for Burris to arrive.

Village of San Jose
Regular Board Meeting Minutes
November 16, 2015

MAINTENANCE PERSONNEL REPORT:

9. McCormick reported that everything was running well at this time.

10. McCormick explained about a tree that is leaning over a garage. The tree was examined by Richardson's Tree Service due to a citizen complaint. McCormick reported that Richardson's had quoted \$750.00 to take the tree down but Richardson does not feel that the tree is in danger of falling and does not need to be removed at this time.

11. McCormick had presented Nolan with photos and descriptions of possible dump trucks for purchase. Nolan passed the information sheets as provided by McCormick for the board to review. McCormick explained each of the options and answered questions pertaining to the options.

Skelton made a motion to allow maintenance to purchase a 2001 International 4900 from a dealership by Chicago only after a professional service center inspection and a return option of some sort to be included in the sale with 2nd from Tibbs. **Roll Call Vote: Tibbs, Aye; Skelton , Aye; Nolan, Aye; Allen, Aye; Coon, Aye; Smith, Aye** **Motion Carried**

ZONING BOARD:

12. Worlow announced that he is working on a replacement on the zoning board for the seat left empty by the passing of Bob Jones.

-COMMITTEE REPORTS-

WATER & SEWER:

13. The board reviewed the report as submitted by Water Superintendent Albers. Albers reported that the wastewater results are back and that all levels appear to be fine.

14. The board reviewed the report as submitted by Clerk Coon. Coon explained the water report and the various accounts that were outstanding. There was also an explanation to the change in the water loss percentage drop that was reported.

FINANCE:

-Citizen Chris Thomas requested to view what Chief Cupi was doing on her "tablet". Cupi showed Thomas the Illinois Statute that she was researching.

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

16. After the completion of reviewing the bills there was a discussion pertaining to the manner in which the annual insurance would be paid. The trustees agreed that "option 1, paying the total amount due all in one installment (saving a small percentage)" would be the option to use.

Nolan made motion to pay all outstanding bills and approve all bills already paid with 2nd from Allen. **Roll Call Vote: Tibbs, Aye; Skelton , Aye; Nolan, Aye; Allen, Aye; Coon, Aye; Smith, Aye** **Motion Carried**

17. Treasurer Shelley reported that there is \$61,000.00 in the sales tax fund. Shelley explained that this money could be utilized to purchase the new dump truck/spreader and plow that is being considered or some of the money should be transferred into a CD. Allen made a motion to utilize the sales tax fund for the purchase of the 2001 dump truck, spreader and plow with 2nd from Smith. **Roll Call Vote: Tibbs, Aye; Skelton , Aye; Nolan, Aye; Allen, Aye; Coon, Aye; Smith, Aye** **Motion Carried**

There was a discussion if the remaining amount should be placed in a CD to which no decision on this matter was made.

Village of San Jose
Regular Board Meeting Minutes
November 16, 2015

POLICE:

18. Chief Cupi presented her monthly report which showed thirty-nine (39) total calls for the month; Twenty-four (24) traffic citations with a total of forty (40) total traffic stops made. There was \$239.81 spent on gasoline for the month.

-There was a discussion pertaining to the number of vacation hours allotted to Water Superintendent Albers which was tabled to be discussed at a later time.

19. Chief Cupi did not have an update on the neighborhood watch program.

BUILDINGS & GROUNDS:

20. There were no matters, comments or concerns brought before the board from this committee.

STREETS & ALLEYS:

21. There were no matters, comments or concerns brought before the board from this committee.

HEALTH:

22. There were no matters, comments or concerns brought before the board from this committee.

OLD BUSINESS:

-There were no matters, comments or concerns brought before the board at this time.

NEW BUSINESS:

-Skelton requested that the matter of police hiring procedures be added to the next available police committee meeting.

-There was a question/concern voiced pertaining to hiring an employee and allowing them to work and then the board voting to not retain the new hired employee. This matter will also be placed on an upcoming agenda for discussion and consideration.

-There was a question about the 2016 MFT program but this discussion was postponed until Burris could arrive.

Allen made motion to enter into closed session, with 2nd from Coon, at 8:10 pm per 5ILCS 120/2 (c) (2) (14). **Roll Call Vote: Tibbs, Aye; Skelton , Aye; Nolan, Aye; Allen, Aye; Coon, Aye; Smith, Aye** **Motion Carried**

Returned from closed session at 9:13 pm

ENGINEER:

6. Burris reported that he is working with Rural Development who is waiting on the underwriters to respond back before the village will know if the Phase II project can be broken into two sections. Burris stated that all documentation should be received by the December 2015 board meeting. A formal letter will be sent sometime after that. Burris questioned the board on moving forward with the surveying that would need to be done in conjunction with this project. It was the opinion of the board to proceed with the surveying now instead of waiting until spring.

7. Burris reported that there were two areas of the 2015 MFT program that had not been completed which could be added to the 2016 program. The lack of monies being received by the village from the state, due to the state budget, was discussed. It is uncertain if the village will receive any retrospective money once the state budget is approved.

Village of San Jose
Regular Board Meeting Minutes
November 16, 2015

8. There were discussions about the options with the 2016 MFT program. Options discussed were: allowing the monies to accumulate (assuming the village receives monies from the state) through 2016, planning a smaller program for 2016 or proceeding as usual with a normal program for 2016, assuming that the state budget will get approved and money will become available. Burris made suggestions on what kind of things to possibly include in a 2016 program. This subject will be included on the agenda for a special board meeting that will be called.

23. Nolan made a motion to approve closed session minutes dated August 25, 2015 & October 19, 2015 with 2nd from Allen. **Viva Voce: 6-0 Motion Carried**

24. Nolan made a motion, with 2nd from Tibbs, to terminate Elwood Conrad based on four consecutive no call/no shows and to deny any unemployment. **Roll Call Vote: Tibbs, Aye; Skelton , Aye; Nolan, Aye; Allen, Aye; Coon, Aye; Smith, Aye Motion Carried**

There was a special meeting of the board called for November 23, 2015 beginning at 7:00 pm at the village hall to discuss the maintenance employee handbook, the police hiring process and any other matter that might need addressing at that time. A closed session will be held at this same time to review the complaint as submitted by L. Mortlock and to consider opening of closed session minutes, time allowing.

Nolan made motion to adjourn with 2nd from Allen.
Meeting adjourned at 9:31 pm.