

VILLAGE OF SAN JOSE  
COMMITTEE MEETING AGENDA  
APRIL 30, 2014

STREETS & ALLEYS

1. Street light in alley between Rt. 136 & Arch Streets and 1<sup>st</sup> & 2<sup>nd</sup> Streets
2. Consider sidewalk work
3. Movement of yield signs on corner of N. 2<sup>nd</sup> & Walnut streets

BUILDINGS & GROUNDS

4. Raccoon issue on Mulberry
  5. Building Inspector duties and title
  6. Building & Grounds Codification
  7. Telephone service provider change
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Meeting was called to order at 6:30 pm by Chairman Smith. Coon, Smith, Tibbs, Karker and Blackstock were in attendance. Nolan was absent. Mayor Worlow, Clerk Coon and Engineer Burris were also present.

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.

Streets & Alleys

1. Clerk Coon explained the situation with a citizen requesting a street light be placed on the light pole that is beside their garage in the alley due to a recent act of vandalism to their house and adjoining garage. After discussion it was decided that the homeowner would be responsible for such an expense.

2. Chairman Karker discussed a bid that had been received from Bruce Eads for sidewalk work to be considered in the village. The committee considered creating a list of sidewalks that need repaired and rating them on the level of deterioration then opening a time for submission of bids for the entire list to be repaired over the course of the next several years as funding is available. The concrete pads in front of the fire department were also discussed.

Recommendation:

Create a list of sidewalks, with rating on severity of condition, that need repaired and clarify with Bruce Eads if sidewalk repairs of less than one hundred feet (100') per problem area would be acceptable.

3. There was general discussion about the intersection of N. 2<sup>nd</sup> and Walnut streets. This discussion included the consideration of moving the existing yield signs that face north and south to the east and west. The committee also considered removing the existing yield signs and replacing them with stop signs making said intersection a four-way stop intersection.

Recommendation:

Clerk Coon was asked to prepare an ordinance changing the intersection of N. 2<sup>nd</sup> and Walnut Streets from a two-way yield sign intersection to a four-way stop sign intersection.

Buildings & Grounds

4. Clerk Coon explained the situation with a citizen requesting that the village pay for the removal of a family of raccoons residing in their neighbor's yard. There was discussion pertaining to this subject and it was decided that it would be the responsibility of the homeowners involved to pay for such a capture and removal.

5. Chairman Smith asked Engineer Burris to report on his findings regarding the use of the term "building inspector" in relation to the title and responsibilities. Burris explained the differences between a zoning administrator, building inspector and engineer consultant. Burris suggested that an IL licensed contractor be asked to consider reviewing any new construction in the village. The committee considered the need for adopting the International Codes to include building, electrical, plumbing, etc.

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Recommendations:

- a. Smith to contact the local contractors and inquire about their willingness to participate
- b. Adopt the International Codes needed to get current ordinances into compliance
- c. Construct a new building permit application to include more information regarding materials to be used, purpose for structure to be constructed, more detailed drawings (blueprints in possible), etc.
- d. Consider shortening the length of time that permit will be valid for
- e. Adjust the price of permit to include any additional costs created by use of contractors

6. Chairman Smith questioned Burris on utilizing the village's engineer firm if problems or concerns arose after the adoption of the International Codes. Burris explained that Crawford, Murphy & Tilly would be able to provide an engineer needed to answer any questions, problems or concerns that may arise. There was discussion about giving the title of "zoning officer" to Bob Albers whose only responsibility moving forward would be to approve fence permits and possibly offer opinions on placement questions involved in a building permit.

-Clerk Coon handed out copies of 4-2-2 (H) from the codification workbook as a proposed question on fencing requirements for businesses inside village limits for the board to consider and discuss further at the May 2014 general board meeting.

7. Clerk Coon explained the outcome of the meeting that was held with Treasurer Shelley, Maintenance Conrad and McCormick, Clerk Coon and Mediacom pertaining to the phone service provider change. Clerk Coon reported the need for five (5) lines to be installed instead of the previously thought four (4). The trustees in attendance were polled for their support of a change in the agreement with all trustees present expressing their support for the change.

-Burris expressed a concern over the lack of identification cards currently available to all village employees, trustees and officers. After discussion Clerk Coon was asked to obtain a quote on purchasing the necessary printers for making such cards.

Meeting adjourned at 8:00 pm by Chairman Smith.