

6:30PM**Buildings & Grounds**

Review Ordinance # 10-4-1-5 for consideration of chickens  
 105 W. Walnut Property  
 Safe Room

Smith

**Police**

Business Concern  
 Citizen Concern  
 Citizen Concern  
 Background checks of the board members  
 Ordinance Issues  
 Change of Police Locks  
 Police Chief  
 Chief Salary/Benefits

Havana National Bank Reps  
 R. Thomas  
 C. Thomas  
 Blackstock  
 Smith  
 Smith

Meeting called to order by Chairman R. Coon at 6:31 pm.

BUILDINGS & GROUNDS

Review ordinance # 10-4-1-5: There was discussion about previous citizens having chickens inside the village limits. The board reviewed and discussed current ordinances that are being used in other towns throughout Illinois. Smith reported that after speaking with some residents in town regarding this issue, there were concerns about smell, health issues and housing. R. Coon asked to be given more time to look into the subject. The citizens will be canvassed to gather any thoughts or concerns regarding this issue. Smith is to look into writing a new or changing the existing ordinance to reflect any possible changes that may be agreed upon.

Recommendation:

Review and get a better idea of citizen support through canvassing the village. Nolan to speak with the Otey's in regards to gathering signatures with addresses on a petition and report back at the June and/or July regular monthly board meeting.

105 W. Walnut Property: Nolan reported that she had gone to the Mason County courthouse to obtain tax information and current ownership status. It was found that the Property Management company that had bought the prior two year's taxes had no intentions of buying the third year, nor were they interested in obtaining a deed to said property. Said company wishes to get their money back for taxes purchased to date at approximately \$7000.00. Nolan gave a brief explanation on how the property at 316 W. Walnut was obtained previously by the village.

Recommendation:

Allow CMT to proceed with the process to have said property at 105 W. Walnut street be condemned as presented through the proposal handed out at the May 20, 2013 regular board meeting.

Safe Room: Smith questioned what the protocol was in the event of a severe storm/tornado for anyone occupying village hall. There is no standing protocol in place for such an occasion. There was a discussion about possible reinforcement of a room currently in village hall or in the water works building.

Recommendation: Postpone this issue until more money is available for a safe room project.

POLICE

Business Concern: Erin Parsley, Manager of the Havana National Bank (HNB) in San Jose, explained the concerns of the bank due to a newspaper article that was written. Mrs. Parsley was concerned because the article suggested that there would no longer be police coverage during daytime hours after the resignation of

the prior police chief. Mrs. Parsley was concerned by this considering any potential “bad guys” would read about this and know that San Jose was wide open for crime, not only at the bank but private citizens as well. There was discussion by the board about the police schedule being changed around so that no one would have knowledge of when there would be an officer on duty. Chairman Tibbs asked Melton to pass out a sheet showing calculations that he had done pertaining to the cost for police coverage. Melton explained his idea of having a part-time police force consisting of a chief and three officers with no benefits (i.e. insurance, vacation days or paid holidays) to be offered. Tibbs explained that there was a possible retired state police officer that would be willing to work for the village covering a six hour shift during daytime hours. There were several scenarios discussed concerning the number of officers needed on the force and the number of total hours worked per week. Mr. Armburst, (HNB, Havana, spoke in regards to the safety of his personnel. The use of the old squad car to be parked in the bank parking lot for deterrence purposes was discussed during daytime hours when a police officer was not on duty. Mr. Armburst volunteered that a donation from the bank to help cover any costs incurred by the village could be considered. R. Coon asked the HNB representatives if there was no longer full-time police coverage would the bank consider pulling the branch from San Jose. Mr. Armburst said that those were not their intentions and that he felt Melton was “heading in the right direction”. Citizen Chris Thomas expressed possible consideration of having the new police chief reside inside village stating. R. Coon stated that an application process should be followed when choosing the new police chief.

Citizen Concern: Citizen Randy Thomas expressed his concern over the shooting range that is behind his house on N. 1<sup>st</sup> Street. R. Thomas expressed that better signage and/or a fence should be considered. Tibbs explained that there are currently No Trespassing signs posted. R. Thomas asked if there could be some sort of warning prior to the shooting beginning. Danny & Michelle Skelton, owners of property where aforementioned shooting occurs, were looked to for answers. D. Skelton reported on his alleged conversation with Logan County Police stating that they were allowed to shoot on their private property as long as they weren't hunting. D. Skelton explained the area in which the shooting was taking place as being into an 18' gully with a 12' berm on both sides of the shooting area. D. Skelton stated he had spoken with Officer Brown who had supposedly given approval for said shooting calling it safe and 100% legal. There was further discussion about the hours for legal shooting and what the State laws on the NRA website said regarding this issue. Blackstock showed information that she had gathered regarding said State laws and exemptions permitted for such a potential shooting range. Tibbs expressed that he did not care about Blackstock's findings because D. Skelton had already checked into these rules. Nolan asked D & M Skelton if they could notify the village when shooting was going to take place. R. Thomas stated that Logan County had allegedly told him that SJPD gets notified when incidents like this occur due to closer proximity to the incident. Tibbs stated that if Logan County wouldn't send a deputy then the IL State Police should be contacted. Smith asked R. Thomas if he would be satisfied with more No Trespassing signs being hung until a fence could be erected. R. Thomas indicated that solution would be alright. Tibbs asked Melton if the incident should be handled by Logan county and not the village police. Melton stated it was Logan County jurisdiction. C. Thomas encouraged the board to look further into the state laws regulating such shooting activities and also explained the D & M Skelton that their property was in fact inside village limits but just not being taxed properly. D & M Skelton explained that their property was never annexed by the village.

Citizen Concern: Chris Thomas explained his problems with Officer Spickard calling him profane names while on his property. C. Thomas explained a violation he had received in regards to riding a 4-wheeler in village limits on the street. C. Thomas explained the steps he had taken to get the matter taken care of. C. Thomas also stated that Officer Spickard had allegedly made a comment to a friend of his that he (Officer Spickard) would issue several ordinance violations to C. Thomas because he was scared of him. Since this supposed comment C. Thomas has received two more ordinance violations from Spickard therefore, C. Thomas feels that he is being harassed. Tibbs explained that Spickard had been spoken to about the profanity used and that if it happened again Spickard would receive discipline. There was further discussion about the type of discipline that would be handed out to Spickard. Nolan stated that she had been witness to said harassment

with Skelton explaining that Spickard watches several citizens in the same manner. Smith explained that Spickard's employment history would be reviewed and he would recommend a committee meeting with Spickard in attendance to address all concerns. C. Thomas asked that Spickard be told to stay away from him with Tibbs explaining that the situation would get resolved. R. Thomas expressed his hopes for there to be a resolution found swiftly. Smith asked that all records and files pertaining to Spickard be examined by the entire police committee and the findings to be discussed at a future police committee meeting.

A break was taken. Reconvened at 8:02

Background checks for the board members: Blackstock asked if the background checks were being done on board members still. There was discussion about the protocol for this. Melton was instructed to run background checks, checking for felonies, for all new sitting board members and the new treasurer. Skelton brought up about possible random drug testing for all employees and board members. Skelton explained that his daughter's company could possibly handle this for the village. Smith voiced question as to who writes the ordinances, who determines what ordinances will be written and are they currently being written. Melton stated Spickard is the ordinance officer but has not written many since Hodgson has been gone. Melton also explained that Logan County would not act on village ordinances due to age and definitions in most village ordinances currently. Nolan pointed out that ordinances need to continue being written so problems don't get out of hand. There was discussion on the method of delivery of future ordinance warnings and the time that will be allotted for compliance before a violation ticket is issued. Nolan questioned why Spickard had told a citizen that "his hands were tied because he was told not to write any more violation". Tibbs questioned who Spickard was referring to. The board discussed who was allowed to write and issue ordinance warnings and violations. Melton suggested that all warnings and violations be centralized with Tibbs suggesting that lists could be made and given to Spickard for follow-up and issuance if necessary. There was a discussion about extensions being given when an extenuating circumstance arises. Smith suggested that the board be addressed with the circumstance and an extension granted by the board. Nolan requested that warning/violation lists that are given to the board have better clarification of the ordinance being violated.

Recommendations:

- Have police officers issue warning/violations on the 14<sup>th</sup> & 28<sup>th</sup> of each month
- Have copies of all warnings/violations issued with ordinance being violated explained
- Progress report of compliance at every monthly meeting

Locks: Smith asked why the locks on the police office were changed three times. Tibbs explained it was because it was unknown how many keys were out to the old locks. Clerk Coon explained where the keys were for the new lock that had been installed on 5-18-2013 by Maintenance Supervisor Conrad. Tibbs explained that the locks that were bought were identical locks, one for each door, so that there was the need for only one key to open both locks. Currently there are only five keys in existence, Melton has 4 (one for himself and 3 for the other officers) and Skelton has the fifth one.

Police Chief: Tibbs explained that Melton was going to stay. Skelton asked what the problem is, because he appointed Melton and the appointment could stand for six months. Smith pointed out that through his research he found that the appointment could only stand for 60 days to be renewed once within a year and so that was a total of 120 days per year. Clerk Coon was asked by Skelton to note that he had suggested in the May 2013 regular board meeting to change the full-time police chief position to a part-time position. There was discussion about the laws pertaining to the changing of the police chief position during a fiscal year. Melton asked for clarification of the term "temporary" due to all the material that needed to be learned and corrected. Skelton asked what objections the board had to naming Melton to the police chief position. R. Coon responded that there needed to be an application process. There was conversation about previous police hiring procedures. Smith explained that he was concerned about legal matters that may need tending to

during daytime hours. There was further discussion regarding the chief of police position hiring process. Blackstock explained that she was not convinced by the amounts on the hand out that Melton provided at the beginning of this committee meeting. Smith read minutes from past meetings. Skelton responded that wasn't right. Nolan pointed out that whatever was done needed to be legal. Blackstock explained that there was nothing personal against Melton but that the board just needed to follow the rules. Smith and Blackstock voiced their opinions of the need for an application process.

Chief Salary/Benefits: Tibbs stated that there was no need for discussion because nothing was going to be done. Smith asked what the board's intentions are in beginning pay for a future police chief. There were various possibilities discussed as to pay scale and benefits packages that could be offered during the application process. Blackstock pointed out that the laws must be looked at prior to the notice for applications for a police chief acceptance being posted. The pay scale and benefits also needs to be considered before applications are accepted.

Skelton reminded all board members that there could not be more than two board members in the village hall at one time after the adjournment of any meetings. Smith corrected Skelton in that there could be more as long as there was no town business conducted.

Tibbs adjourned meeting at 8:57pm.

Recorded by:  
Stacy Coon  
Village Clerk