

Village of San Jose  
Special Board Meeting  
February 7, 2022

Special Board Meeting called to order by President Worlow at 6:30pm on Monday, February 7, 2022. Meeting was held at Village Hall, 309 S 2<sup>nd</sup> Street San Jose, Illinois.

Roll call Present: Allen; Cross; Custodio; Nolan; Price; 5 present.

Absent: Tillquist.

Also, in attendance: President Worlow, Clerk Custodio, Treasurer Shelley, Maintenance Larmore. Meeting agenda was posted more than forty-eight in advance on the village website, outside and inside bulletin boards at Village Hall and is attached to and made part of the minutes.

Trustee Price made motion, 2<sup>nd</sup> Trustee Cross to revise the Employee Manual, as follows:

Holiday pay - remove Veterans Day; Bereavement leave – employee is not entitled to bereavement leave until after 90 days of employment, must show proof of death and relationship, must be used in a timely manner, complete a paid time-off request form.

Roll call: Allen yea; Cross yea; Custodio yea; Nolan yea; Price yea; motion carried 5 yeas.

Trustee Nolan made motion, 2<sup>nd</sup> Trustee Allen to accept R22-569 A Resolution choosing to have the Village Clerk appointed by Village President with the concurrence of the Village Board. Roll call: Allen yea; Cross yea; Custodio yea; Nolan yea; Price yea; motion carried 5 yeas.

Trustee Nolan made motion, 2<sup>nd</sup> by Trustee Allen to accept Ordinance 22-570 Supplemental Appropriations Ordinance for the Village of San Jose in Logan and Mason County, Illinois. Roll call: Allen yea; Cross yea; Custodio yea; Nolan yea; Price yea; motion carried 5 yeas.

Trustee Price made motion, 2<sup>nd</sup> by Trustee Cross to have B&W Tree Service remove 8 tree stumps within the village, cost of \$1,400.00. Roll call: Allen yea; Cross yea; Custodio yea; Nolan yea; Price yea; motion carried 5 yeas.

Trustee Custodio made motion, 2<sup>nd</sup> by Trustee Allen to purchase a Salt Dogg Stainless Steel Spreader from Koenig Body and Equipment, Inc., for \$6,746.00. Roll call: Allen yea; Cross yea; Custodio yea; Nolan yea; Price yea; motion carried 5 yeas. Old spreader will be looked at and determine cost of fixing it, to have a spare.

Trustee Allen made motion to go into Closed Session Per 5ILCS 120/2(2) at 7:30pm, 2<sup>nd</sup> Trustee Custodio, roll call: Allen yea; Cross yea; Custodio yea; Nolan yea; Price yea; motion carried 5 yeas.

Trustee Allen made motion to come out of Closed Session Per 5ILCS 120/2(2) at 8:14pm, 2<sup>nd</sup> Trustee Cross, roll call: Allen yea; Cross yea; Custodio yea; Nolan yea; Price yea; motion carried 5 yeas.

Trustee Nolan made motion, 2<sup>nd</sup> Trustee Cross to approve the following recommendations from Closed Session, roll call: Allen yea; Cross yea; Custodio yea; Nolan yea; Price yea; motion carried 5 yeas.

Recommendations:

1. Amend Village Code 1-6A-1-4 to read: Be the collector of water, sewer and garbage revenues and render monthly statements to customers, collect all sums due from water, sewer and garbage customers for services rendered, if no Water Clerk is on staff.
2. Payroll procedures: Village President will review all timecards at the end of the payroll period, submit reviewed timecards to the Village Treasurer for drafting of pay checks to be distributed on following Friday.

Trustee Nolan made motion to adjourn at 8:17pm, 2<sup>nd</sup> Trustee Cross.

Respectfully submitted,  
Jayne Custodio