

7:00 P.M.

## STREETS &amp; ALLEYS:

TRUCK ROUTE: ARCH STREET (between 1<sup>st</sup> Street & Logan Street)

EMPLOYEE HANDBOOK

ORDINANCE BOOKS

THOMAS

SIDEWALKS

THOMAS

APPOINTMENTS

McCORMICK

Meeting began at 7:00 pm

Trustees present: Blackstock, Evans, Skelton, Thomas, Nolan    Absent: Albers

A clothing allowance for maintenance personnel was discussed.

Truck Route: Skelton referred to the bid proposal from Engineer Burris regarding the restructuring of Arch Street between Logan and South 1<sup>st</sup> Street to allow for heavy truck use. McCormick explained that this bid was sought because of IDOT painting "no parking" stripes along Rt. 136. McCormick explained that IDOT has been contacted about this error and is set to remove the appropriate stripes that were painted by mistake by IDOT.

Further discussion into making the above mentioned block into a truck route included:

Blackstock; Thomas; McCormick voiced concerns over where any heavy truck/tractor trailer vehicles would park while stopped along the truck route, also, if the roadway would be wide enough to accommodate turning.

Skelton reported that Engineer Burris had stated that the road needs tore up and widened to proper roadway width.

McCormick stated he would instruct the Village Police Officers to be lenient about parking along Rt. 136 in the areas that should not be striped until IDOT can get the stripes removed.

## RECOMMENDATIONS:

- a.) Parking would need to be addressed if block was to be designated "truck route"
- b.) Skelton to talk with Engineer Burris on 1-7-2013 in regards to the difference in price between "normal roadway width and strength" versus "truck route thickness and strength".

There was a brief discussion about the Railroad property to the West of Casey's and its use as a parking area for the heavy truck/tractor trailers that could be used as parking if there was a legal exit from the property.

Employee Handbook: Discussion was held about any changes to be made to the Employee Handbook as it was distributed.

## RECOMMENDATIONS:

- a.) Allowance of \$50.00 for boots once per year, or as approved based on need, for maintenance personnel.
- b.) Safety equipment should be purchased and hung in water treatment building near the chemicals for use with chemicals.

Ordinance Books: Thomas explained Sterling Codifiers and the service they could provide in getting the current Ordinance Books updated and fixed. A sample contract was looked at by all members present.

## RECOMMENDATION:

- a.) Place subject matter on January Agenda for discussion and review.

Sidewalks: Thomas expressed that the sidewalk that was placed on Walnut Street should have also had sand backfilling done as part of the original agreement. More discussion was heard in regards to the way in which the sidewalk work was done in 2012.

## RECOMMENDATIONS:

- a.) A confirmation should be submitted that all work on future sidewalk projects will include all steps of the replacement and removal process.
- b.) A map should be laid out as to where the improvements and/or changes will be made prior to any further sidewalk work being scheduled or completed.

- c.) All bids be received and approved prior to any future sidewalk work being scheduled or completed.
- d.) Check with the homeowner before any sidewalk is placed over an existing driveway.

Discussion was had about the salting of all roadways in town and the suggestion was made to have the maintenance workers be directed to begin the salting process earlier during a winter weather event.

McCormick explained the legalities in why everyone needed to resign their Oath of Offices.

McCormick swore Coon into position of Village Clerk for Village of San Jose.

Coon swore Nolan into position of Village Trustee for Village of San Jose.

Coon swore Allen into position of Village Treasurer for Village of San Jose.

Meeting ended at 7:55 p.m.

Recorded by:  
Stacy Coon  
Village Clerk