

**THE ACTIVITY CENTER  
108 N. Douglas  
PRESIDENT AND BOARD OF TRUSTEES  
THURSDAY, May 4, 2017  
REGULAR MEETING MINUTES #17-09**

**CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE**

Present	Mayor Richard Schiefer	Trustee George Gavlick
	Village Clerk Kathy Becker	Trustee Guideon Richeson
	Chief Steve Howe	Trustee Chris Tolbert
	Attorney Andy Carruthers	Trustee Bobby Ross
		Trustee Mark Eilers

Absent: Trustee Pattie Beil

Quorum present

Meeting called to order at 7:00 pm.

**I. APPROVAL OF MINUTES AND AGENDA**

1. Trustee Richeson made a motion to approve the minute's 17-08 for April 20, 2017. Trustee
2. Eilers seconds the motion. Roll call vote, all in favor, motion passed.
3. Trustee Richeson made a motion to approve agenda 17-09 for May 4, 2017. Trustee Ross seconds. Trustee Richeson would like to add Safe Routes to School program grant to the agenda. Roll call vote, all in favor, motion passed.

**II. COMMUNICATIONS:**

**III. SWEARING OF ELECTED OFFICIALS:**

Mayor Schiefer introduced Special Guest Honorable John Barberis.

Honorable Barberis swore in Chris Tolbert, Bobby Ross, and George Gavlick as Trustees.

Honorable Barberis then swore in Rich Schiefer as Mayor.

Mayor Schiefer stated we received a letter of refusal of office from elected Steve Howe for the 2 year term Trustee.

Trustee Ross made a motion to accept the letter of refusal and declare a vacancy for a 2 year term. Trustee Richeson

Seconds. Roll call vote, 4 ayes and 1 abstain, Trustee Eilers abstain, motion passed.

Mayor Schiefer appoints Mark Eilers as Trustee for the 2 year term. Trustee Ross made a motion to approve the appointment. Trustee Richeson seconds, roll call vote, 4 aye and 1 abstain, Mark Eilers, motion passed.

Honorable John Barberis swore in Mark Eilers as Trustee.

**IV. APPOINTMENTS:**

1. Mayor Schiefer appointed Kathy Becker to a 4 year term as the Village Clerk. Trustee Ross made a motion to approve the appointment of Kathy Becker as Village Clerk. Trustee Richeson seconds. Roll call vote, all in favor, motion passed.
2. Mayor Schiefer appointed Gateway Business Services to a 4 year term as the Village Treasurer. Trustee Richeson made a motion to approve the appointment of Gateway Business Services as Treasurer. Trustee Ross seconds. Roll call vote, all in favor, motion passed.
3. Mayor Schiefer appointed the firm HeplerBroom LLC /Andrew Carruthers as Village Attorney to a 1 year term as legal counsel. Trustee Richeson made a motion to approve the appointment of HeplerBroom/Andrew Carruthers as Village Attorney. Trustee Eilers seconds. Roll call vote, all in favor, motion passed.
4. Mayor Schiefer appointed Juneau & Associates as the Village Engineers for a 4 year term. Trustee Richeson made a motion to approve the appointment of Juneau & Associates as the Engineers. Trustee Ross seconds. Roll call vote, all in favor, motion passed.
5. Mayor Scheifer appointed Attorney James Craney as Zoning Officer for a 2 year term. Trustee Richeson made a motion to approve the appointment of Atty. James Craney as Zoning Officers. Roll call vote, all in favor, motion passed.

**V. OPEN TO PUBLIC:**

## VI. HOMECOMING REPORT-

## VII. TREASURER REPORT:

This report is for February 2017. Year to date revenues exceeded expenditures in all funds except sewer. There are significant surpluses in the social security, audit, IMRF, and insurance funds. These are the funds where the levy was not increased. Next year's revenues will more than meet the requirements of the funds. Real Estate tax revenue has fallen off for the month. As an example, General fund revenues were \$1,500 in February and last July they were \$27,000. In June they will pick up again. This will not cause any cash flow problems inasmuch as the bank account has \$545 thousand in it. There is atypical deficit spending in the water fund this month. That is due to the cost of water purchases and operation supplies that are atypically large. Trustee Richeson made a motion to approve the Treasurer report for February 2017. Trustee Eilers seconds. Roll call vote, all in favor

## VIII. COMMITTEES:

### A. COMMUNITY DEVELOPMENT/HEALTH:

1. Trustee Beil not present. Trustee Richeson thanked everyone that attended the Mayor's National Day of Prayer. He stated there was a nice turnout.

### B. WATER AND SEWER:

1. Randy Capelle address the board stating that he had the survey completed by the firm that Andrew Carruthers recommended and it shows that the lift station is over on his property by 3 ft. as originally thought. He talked to the Village's Insurance Carrier and they recommended that he have the Village file a claim. Clerk Becker has filed the claim. Randy stated that the insurance adjuster has called and talked to him as well has the Village Clerk and Atty. Carruthers. He also stated that the title company states that the easement in question is for underground utilities. Atty. Carruthers stated that he did indeed talk to the insurance adjuster and we do not have the answer from them as of yet but should have by next week. Attorney Carruthers stated that we don't know the property that the deed shows that JED Company owns it and pays the taxes on the property. The matter will be tabled pending the answer from the insurance carrier.
2. Trustee Tolbert reported that Nate with Midwest will come out and train the guys on raising the fire hydrants in town that need raised. Chase, Curtis & Carla has been trained on the new radio read meter system.

### C. POLICE:

1. Chief Howe reported that the weeks of April 20, 2017-May 4, 2017

1 Unwanted Subject	1 Residential Burglary
1 Traffic Accident/ Property damage	1 Warrant Arrest
1 Open Door	1 Suspicious Activity
2 Assist Other Agency	5 Traffic Stops
2 Traffic Citations	
2. Chief Howe reported that we need to do an ordinance to move the 4-way stop from Douglas & 3<sup>rd</sup> St. to Douglas & 4<sup>th</sup> St. and would like to put on the next agenda.

### D. ORDINANCE AND FINANCE

1. Trustee Gavlick had nothing to report.

### E. PUBLIC GROUNDS & BUILDINGS:

1. Trustee Ross stated that he has called 4 different companies for bids on the Activity Center roof and has only received 1 back and it's for \$13,850.00. Tabled to next meeting.
2. Trustee Ross wants to table the kitchen & bathroom remodel to next meeting because he doesn't want to talk about it.
3. Trustee Ross stated he talked to Chris Horst regarding the well house. Chris stated he would get Trustee Ross a name of a contractor that does brick well houses. The building will need a hatch and ventilation. Tabled to next meeting.
4. Clerk Becker reported that the price for the flagpoles & solar lights that the board approved at the November 3, 2016 for the \$2,193.00 for Nick Dugan's Eagle Scout project did not include shipping and the price of the poles went up. Trustee Richeson made a motion to approve the additional funds for the flagpoles, solar lights and shipping not to exceed \$2897.00 to be paid out of the homecoming account. Trustee Gavlick seconds. Roll call vote, all in favor, motion passed.

5. Trustee Ross stated he was approached by Dale Grapperhaus regarding why the Village is cutting the grass behind the public works building when he was baling it for free, Mayor Schiefer stated we wanted it cut more often than what was being done.
- F. STREETS AND LANES/MOTOR FUEL TAX:
1. Trustee Richeson reported that Bob Massa sent him information regarding the Safe Route to School Program grant for removal & replacement of sidewalks on both sides of Douglas St. to 6<sup>th</sup> St. the Village would be responsible for 20% of costs. Trustee Richeson wants to put on the agenda next meeting.
  2. Trustee Richeson stated he should have the estimate on the repair of Douglas St at the next meeting.

**IV. REPORTS:**

- A. Public Works-Nothing to report-
- B. Engineer Report-Nothing to report.
- C. Village Attorney- The litigation on Lake Road has been resolved.
- D. FOIA request-Nothing to report.
- E. Planning Commission-Nothing to report.
- F. Zoning Officer-Nothing to report.
- G. Building Inspector-Nothing to report

**IX. OLD BUSINESS:**

1.

**X. NEW BUSINESS:**

**XI. CLAIMS:**

- A. Trustee Gavlick made a motion to approve the claims in the amount of \$26,819.71 Trustee Richeson seconds. Roll call vote, all in favor, motion passed.
- B. Alert Electric invoice #1828 was held from last meeting pending on who approve that work to be done. Past Superintendent was the person who order the work to be done. Trustee Tolbert made a motion to approve the Alert Electric invoice #1828. Trustee Gavlick seconds. Roll call vote, 4 ayes and Trustee Richeson nay, motion passed.

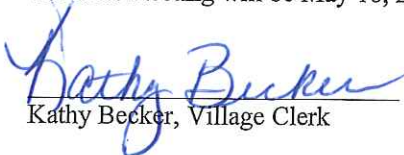
**XII. OPEN TO THE PUBLIC:**

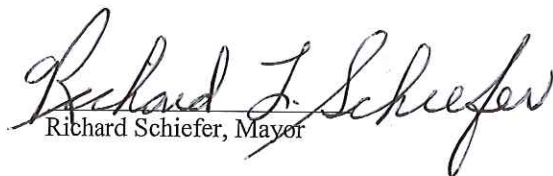
**XIII. ADJOURNMENT:**

- A. Trustee Ross made motion to adjourn. Trustee Richeson seconds. Voice call vote, all in favor, motion passed.

Meeting was adjourned 8:06 p.m.

The next meeting will be May 18, 2017 at 7:00 pm

  
Kathy Becker, Village Clerk

  
Richard Schiefer, Mayor