

## VILLAGE OF ATWOOD

### Board of Trustees Meeting

April 26, 2010

Village President Ronald E. Wallace brought the Atwood Village Board meeting to order at 7 p.m. at the Municipal Building. Those recorded present were Jeremiah Osborne, Gloria Litwiller, Gene Greek and Jim Tholen. Those recorded absent were Tyson Wingler and Joe Streit.

**MINUTES: MOTION:** Litwiller made a motion to accept the minutes as presented seconded by Greek. **VOTING:** All aye; motion carried.

**MIKE DIXON: PLANS FOR PLAYGROUND, PARK:** Mike Dixon, from the Piatt County Forest Preserve, was present to show the Mayor and Village Trustees a diagram of playground equipment and location for new playground equipment for the Forest Preserve side of the park. It will be handicapped accessible and there will be handicap parking. There will be sand around the play equipment, framed in 6 x 6's and also divided out into sand boxes for children to play in. The project will begin the second or third week of July and be completed by the end of July. Mike Dixon will take care of this new area of the park. The play equipment will be purchased and the project completed at a cost of \$12,000 to \$15,000. The play equipment can also be added to. The Forest Preserve would like to add more to this in five or six years.

**WATER & SEWER:** Greek reported that a committee meeting was held April 22, 2010 at the Municipal Building at 5:30 p.m. with Osborne, Tholen, Greek – chairman, Mayor Wallace, Wingler and Allen Romine present.

Rt. 36 Bridge: Romine reported that he has been informed by the State of Illinois Department of Transportation that the replacement of the Rt. 36 Bridge east of town will be completed this summer. The replacement of the bridge is important to the villages of Atwood and Garrett because the water line to Garrett may have to be moved due to construction requirements.

Water Tower Loan: After discussion the committee recommends the pre-payment of the loan balance remaining from the construction of the water tower. The remaining balance of \$35,281.03 obligated in the Debt Service Fund (5900) can be retired for a payment of \$26,612.20 resulting in a savings of obligated funds and interest.

Water for West Prairie Water Company: The West Prairie Water Company ceased purchasing water from the village on April 7, 2010. A connecting valve remains in place so that water can be exchanged between water supply systems in an emergency situation for either system.

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Flushing of Water Hydrants: Romine has been carrying out the annual flushing of the village fire hydrants. This flushing is performed to flush any accumulated sediment from the water line and ensure the proper operation of the hydrant in any emergency situation. Two hydrants have been found to be in need of repair.

Lift Station Repair: The lift station located along Rt. 36 has been repaired. The lift station malfunctioned requiring a general refurbishing and replacement of floats and the control panel.

Water Leak: A water leak beside the alleyway behind the Municipal Building has been repaired.

Water and Sewer Dept. Operations: During the month of March, 2010, the water department processed an average of 115,021 gallons of finished water per day. For the month a total of 3,565,640 gallons of finished water were produced. The wastewater treatment plant operated within all I.E.P.A. standards.

Adjournment: 6 p.m.

Greek reported that April 23 and 24 the water plant only processed 73,000 and 79,000 gallons of water and the system only ran seven and a half hours.

Chief Ponder commented that Douglas County will be testing the Code Red system this Thursday.

**FINANCE:** Tholen reported that committee meetings were held on April 9<sup>th</sup>, 16<sup>th</sup>, and 23<sup>rd</sup> to discuss the FY'11 Budget. Budget has been put together and Tholen thanked Gene, Connie and Cindy for their help. The April 23<sup>rd</sup> meeting adjourned at 7 p.m. Tholen will bring village employee reappointments to the board later in the meeting.

**STREET & ALLEY:** Osborn reported that the street and alley committee meeting began at 6 p.m. at the municipal building. The committee discussed moving some parking signs. Rick Myers met with Steve Helton about using equipment Helton has to patch roads, could cost \$1,000/day, but would only charge for materials. Newer Dodge truck had to have the windshield replaced. There is money in the new budget for a payment on a New Dodge truck if needed. Meeting adjourned at 6:30 p.m.

**POLICE:** Litwiller reported in the absence of Wingler that the police committee met on April 20, 2010 at 7 p.m. with Wingler – chairman, Streit, Litwiller and Chief Ponder present. The committee discussed the budget for next year again. Wingler and Chief Ponder will ride around town to determine who we will send out letters to and encourage the resident to use the cleanup day on May 15<sup>th</sup> before more action is taken. Chief Ponder also has officers who will volunteer to pick up items for those who need help such as the elderly. Residents just need to call the police department to arrange times for pick up. Meeting adjourned at 8 p.m.

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**CIVIC IMPROVEMENT, TOURISM, & SPECIAL PROJECTS:** The meeting was brought to order at 8:00 p.m. on April 20, 2010 at the Municipal Building with Joe Streit (Chairman), Gloria Litwiller and Tyson Wingler in attendance. Also present was Trustee Jeremiah Osborne.

Streit discussed the lack of acceptance of the Village's grant from the Department of Commerce and Economic Opportunity. The Village will need to continue with our current plan and not look towards this funding source for assistance.

Streit filed for a grant extension with the Illinois Clean Energy Community Foundation. This extension request is for 8 months, thru December 31, 2010. The extension is necessary in order to allow for the full yearly measurement, plus approximately 3 months allowing Alternate Energy Solutions, Inc. time to prepare for the final report.

The committee discussed the lack of budgeting in FY11 towards new business development. The committee would like to see funding renewed as soon as possible so we can pursue projects that will lead to future sales tax revenue.

The meeting adjourned at 8:08 pm.

Met Tower wind study received. The wind study was ideal in second quarter study for a wind turbine; the wind speeds are where they need to be, to be able to have a wind turbine.

**BUILDINGS & INSURANCE, PARK, PROPERTY & WASTE MANAGEMENT:** The committee met on Tuesday, April 20, 2010 at the Atwood Municipal Building with Litwiller – Chairman, Streit and Wingler present. The meeting started at 8:09 p.m.

Litwiller has purchased some play equipment for the fenced off toddler area at the Atwood Park. Rick Myers will make sure the pea gravel is adequate and fix the fence; the play equipment will then be installed.

The concrete has been purchased for the park.

The committee discussed the metal day pick up.

Myers gave Litwiller an estimate on the mowing and maintenance of the Forest Preserve area.

The committee also discussed getting the keys at the park to match. The committee feels we need to have a lock smith out and rekey and new padlock, so that things match and the Village has a set to everything.

The committee asked that Cindy put clean up and metal day in the newspaper.

Meeting adjourned at 8:20 p.m.

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Litwiller stated that the Forest Preserve Agreement is still ok at \$2,450. The new play equipment that the Forest Preserve is going to install will take up a big area that won't have to be mowed. The committee will check into and discuss further about the road again on the Forest Preserve side of the park. The road needs to be tilled, rolled, oiled and chipped which could cost \$10,000 to \$15,000.

**OLD BUSINESS:**

**PIATT COUNTY FOREST PRESERVE AGREEMENT: MOTION:** Litwiller made a motion to accept the Piatt County Forest Preserve Agreement as is, the same as last year at \$2,450, seconded by Osborne. **VOTING:** Greek, yes; Tholen, yes; Osborne, yes; Litwiller, yes; motion carried.

**METAL PICK UP DAY:** Litwiller reported that Matchbox will take appliances with Freon removed and bicycles with tires removed. The Village could have Rick and Korey pick up metal and take it to Anderson's or Obrien's. Several years ago used to have a metal dumpster on clean up day. A comment was made that the Village get a dumpster for metal with the Village having enough metal in the dumpster to off set the cost. The objects in the dumpster can be smashed down by Myers with the backhoe. This way will also have clean up day and metal day all on the same day. **MOTION:** Litwiller made a motion to add a metal dumpster from Matchbox, seconded by Osborne. **VOTING:** Tholen, yes; Greek, yes; Osborne, yes; Litwiller, yes; motion carried.

**PAYOFF WATER TOWER LOAN: MOTION:** Greek made a motion to payoff remainder of loan balance on water tower in the amount of \$26,612.20, seconded by Tholen. **VOTING:** Litwiller, yes; Osborne, yes; Tholen, yes; Greek, yes; motion carried. Paying off the tower loan early will mean a savings of obligated funds and interest in an approximate amount of \$8,668.83. The \$26,612.20 is coming out of a reserve account for the tower loan.

**APPOINTMENTS OF OPEN MEETING ACT OFFICERS: MOTION:** Tholen made a motion that Jeremiah Osborne be appointed as the Open Meetings Act Officer, seconded by Litwiller. **VOTING:** Greek, yes; Litwiller, yes; Tholen, yes; Osborne, yes; motion carried. The trustees decided to appoint just one person as the open meeting act officer.

**ORDINANCE, FOIA OFFICERS: MOTION:** Osborne read section one of ordinance number 2010-O-2 An Ordinance setting forth provisions for compliance with the Illinois Freedom of Information Act which designates the Village Clerk as the Village of Atwood's FOIA Officer and the Village Treasurer/Accountant as the Deputy FOIA Officer, seconded by Tholen. **VOTING:** Litwiller, yes; Greek, yes; Tholen, yes; Osborne, yes; motion carried.

**FY'11 BUDGET:** Tholen reported that the Village had budgeted \$116,750 in income tax revenue for budget year '10 and has so far received \$70,000 from the State of Illinois at the end of March. The State is behind \$36,750 to the Village of Atwood. The Governor has said he is going to cut the percentage the Municipalities get in income tax revenue from 10% to 7% for FY'11.

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Last years projected budget was \$735,000. This year's projected budget is \$675,000. There is a provision for a street and alley truck if needed. It was also discussed that half of the general fund IPTIP money is ESDA fund money. **MOTION:** Tholen made a motion to accept the FY'11 budget as presented seconded by Osborne. **VOTING:** Greek, yes; Litwiller, yes; Osborne, yes; Tholen, yes; motion carried.

**PARK RAFFLE:** Litwiller reported that there are raffle tickets for sale for new park equipment. The drawing will be held on May 17, 2010. The top prize will be package of meat. Casey's donated two \$50 gift cards and there will be various other prizes from local businesses. Need to send a thank you letter to Casey's for their contribution.

**NEW BUSINESS:**

**MFT MAINTENANCE PROGRAM: MOTION:** Osborne made a motion that the President and Board of Trustees of the Village of Atwood, Illinois, approve that there hereby be appropriate the sum of \$36,600 of Motor Fuel Tax funds for the purpose of maintaining streets and highways under the applicable provisions of the Illinois Highway Code from January 1, 2010 to December 31, 2010, seconded by Greek. **VOTING:** Tholen, yes; Litwiller, yes; Greek, yes; Osborne, yes; motion carried. Illinois Street will be oiled and rocked from the railroad tracks to Magnolia Avenue, Forest Avenue will be oiled and rocked from Missouri Street to Main Street, Missouri Street will be oiled and rocked from Birch Avenue to Elm Avenue, Birch Avenue will be oiled and rocked from Main Street to Oak Terrace, Oak Terrace will be oiled and rocked from Birch Avenue to the North limit and South limit and Orchard Avenue will be oiled and rocked from Iowa Street to Kentucky Street.

**ZONING VARIANCE CHRISTIAN CHURCH:** The Village of Atwood Zoning Board met on April 6, 2010, for a Zoning Variance request, by the Atwood Christian Church, to install a LED sign. Letters were sent out and four neighbors attended the meeting with none of those present having any concerns about the placement of the sign. However, the zoning board members felt it best that the sign's base be centered between the west edge of the sidewalk and east side of the Church. There are levels of brightness on the LED sign. **MOTION:** Litwiller made a motion to approve the Zoning Variance to allow a lighted sign in a residential district for the Atwood Christian Church at 229 S. Main Street, Atwood, with the recommendation that the sign's base be centered between west edge of sidewalk and east side of Church, seconded by Osborne. **VOTING:** Tholen, yes; Litwiller, yes; Osborne, yes; Greek, abstained, motion carried.

**RE-APPOINTMENTS/SALARIES FOR FY'11: MOTION:** Tholen made a motion that all permanent full-time and part-time employees C. Ard, C. England, T. Jimenez, R. Myers, C. Ponder and A. Romine be re-appointed for the fiscal year 2011 with a 3% increase in their hourly rate of pay. All other part-time employees' hourly rates will remain unchanged except for going from \$11.00/hour to \$12.00/hour rate for part time police officers as of May 1, 2010 seconded by Litwiller. **VOTING:** Osborne, yes; Greek, yes; Litwiller, yes; Tholen, yes; motion carried.

**RESOLUTION OPPOSING REDUCTION OF LOCAL GOV. DISTRIBUTIVE FUND:**  
**MOTION:** Mayor Wallace read Resolution No. 10-R-1. **MOTION:** Greek made a motion to adopt Resolution Number 10-R-1 a resolution opposing reduction of local government distributive funds, seconded by Tholen. **VOTING:** Litwiller, yes; Osborne, yes; Tholen, yes; Greek, yes; motion carried. This resolution will be sent to Governor Quinn and State Representatives and Senators.

**REVIEW AND PAYMENT OF INVOICES: MOTION:** Tholen made a motion to approve the bills as presented, seconded by Greek. **VOTING:** Osborne, yes; Litwiller, yes; Greek, yes; Tholen, yes; motion carried.

**MISCELLANEOUS BUSINESS:**

**FLOWERS FOR UPTOWN CONTAINERS: MOTION:** Greek made a motion that up to \$440 that was budgeted can be spent for flowers and topsoil for flower pots uptown, seconded by Osborne. **VOTING:** Tholen, yes; Litwiller, yes; Osborne, yes; Greek, yes; motion carried.

Raffle tickets can be purchased from the Mayor and Trustees and in the Municipal Building.

**ADJOURN: MOTION:** Greek made a motion to adjourn, seconded by Tholen. **VOTING:** All aye; motion carried.

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Cindy L. Ard  
Village Clerk

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Ronald E. Wallace  
Village President