

## VILLAGE OF ATWOOD

### Board of Trustees Meeting

April 27, 2009

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 Gene Greek, Jim Tholen, Gloria Litwiller and Joe Streit. Fred Harshbarger entered at 7:06 p.m. Ken Clack was absent.

**MINUTES: MOTION:** Litwiller made a motion to accept the minutes as presented for the regular scheduled board meeting of March 16, 2009 seconded by Greek. **VOTING:** All aye; motion carried.

**MINUTES: MOTION:** Litwiller made a motion to accept the minutes as presented for the special village board meeting held on April 6, 2009 seconded by Tholen. **VOTING:** All aye; motion carried.

**WATER & SEWER:** Greek reported that the water and sewer committee met on April 14, 2009 at 5 p.m. at the Municipal Building. Those present were Tholen and Greek – Chairman. Non-committee members: Mayor Wallace, Harshbarger, Tyson Wingle and Streit.

**Purchase of Flow Meters:** The purchase of three flow meters was discussed. The purchase of the three flow meters will cost between \$10,500 and \$11,000 with the purchase price to be paid from the FY 2010 Water and Sewer Department budget. The flow meters would initially be placed along the Orchard Avenue east-west interceptor sewer line between Wisconsin and Main Streets. This configuration would check most of the northeast quadrant of the village. Subsequent location of the flow meters would be made to locate the entrance of storm water into the sanitary sewer system. **MOTION:** Greek moved that the Water and Sewer Department be authorized to spend up to \$11,000 for the purchase of three flow meters from FY 2010 funds, seconded by Tholen. **VOTING:** Harshbarger, yes; Litwiller, yes; Streit, yes; Tholen, yes; Greek, yes; motion carried.

**Influent Pump Station Project:** The village will need to accept or reject the low bid of \$134,000 from Universal Mechanical Inc. by May 12, 2009. It is likely that the village will not have received official notification of acceptance or rejection of our “federal stimulus money” request by the May date.

This may mean that the village would have to forego possible “stimulus funds”, or borrow up to \$85,000 to help finance the project, or reject the bid from Universal Mechanical Inc. and begin the design and bidding all over again. According to Andrew Hanfland it may be possible to lower the estimated project cost by redesigning the influent pump station from utilizing an above ground valve vault to a below ground valve vault. Reduced equipment cost could result in an overall savings of \$5,000 - \$10,000 in project costs. (Estimated). Commercial borrowing of the \$85,000 locally at 5.125 percent for 10 years would result in an annual installment of \$11,077. Borrowing for a period of more than 10 years would require the village to issue bonds. A decision for direction is probably needed by the village board at the April 2009 meeting.

**Water and Sewer Department Operations:** During the month of March 2009, the Water Dept. processed an average of 118,742 gallons of processed water per day. A total 3,681,000 gallons of finished water were processed for the month. The wastewater treatment plant operated within all I.E.P.A. standards. Meeting adjourned at 5:30 p.m.

**Water and Sewer Committee – Subsequent Information:** On Tuesday, April 15, 2009 Allen Romine talked by telephone with a Mr. Bingenheimer, an I.E.P.A. administrator, in Springfield regarding the likely funding of Atwood’s request to construct a new influent pump station project.

According to Mr. Bingenheimer over 1700 applications for grant assistance have been received by the I.E.P.A. from Illinois municipalities. A total of \$3,244,140,247 is anticipated as Illinois’ share of the available federal funding, and the 1700 applications far exceed this amount in funding requested.

Mr. Bingenheimer stated that municipalities that are in violation of I.E.P.A. standards will likely be given first priority which will use up all of the available funding. Also, it appears that any funding from an I.E.P.A. revolving fund will not be available.

It would seem that Atwood will not receive any so called “federal stimulus funding” for our grant request.

**MOTION:** Greek made a motion that the Village of Atwood accepts the bid of \$134,000 from Universal Mechanical Inc. of Hammond, IL for the construction of a new influent pump station at the wastewater treatment plant. Payment of the project cost would be made from the following sources: Village of Atwood, Water and Sewer Dept. reserve funds \$49,000, and a loan from the First State Bank of Atwood in the amount of \$85,000, seconded by Streit. **VOTING:** Litwiller, yes; Harshbarger, yes; Tholen, yes; Streit, yes; Greek, yes; motion carried. **NOTE:** \$49,000 from water and sewer funds is doable the question is which sources (funds) to use \$80,000 in Water and Sewer Fund (5100); \$36,000 in IPTIP funds.

**WOMEN'S CLUB/FLOWERS:** Bernice Powell and Betty Harshbarger representatives from the Atwood Women's Club were present to ask the help of the Village for flowers to decorate the uptown flower pots. They would also like to see two new flower pots in front of the Visitor's Center. **MOTION:** Streit made a motion that the Village of Atwood allocate up to \$500 to the Women's Club to purchase flowers and dwarf evergreens to be put in the flower pots in the uptown business district, seconded by Tholen. **VOTING:** Greek, yes; Litwiller, yes; Harshbarger, yes; Tholen, yes; Streit, yes; motion carried.

**FINANCE:** Greek reported that the Finance Committee met on April 14, 2009 at 5:30 p.m. Those present were Tholen and Greek – Acting Chairman. Non – Committee members: Mayor Wallace, Harshbarger, Wingler, Litwiller and Streit.

**Fiscal Year 2010 Annual Budget:** The completion of the FY'10 annual budget was discussed. It was recommended by the present committee that the rough draft of the proposed budget dated March 15, 2009 be prepared for presentation to the Village Board for final action at their April 2009 meeting. Meeting adjourned at 6 p.m.

**STREET & ALLEY:** Tholen reported that a committee meeting was held April 14, 2009 at 6 p.m. at the municipal building. Those present were Tholen – Chairman, Greek, Mayor Wallace, with Wingler and Streit sitting in. The committee discussed a couple other items beyond the budget. Tim Johnson's office sent correspondence from the Federal Railroad Administration on their review of findings per our railroad crossing concerns. Their representatives have been here in the last couple of weeks doing some surveying of the two crossings. The committee also discussed having Myers check with Bodine on the cost of jetting out the catch basins on Main Street. Tholen will present a proposal at a later meeting. The meeting adjourned at 6:20 p.m.

**POLICE:** Harshbarger reported that a police committee meeting was held on Tuesday, April 14<sup>th</sup> at the Municipal Building at 7:05 p.m. with Chairman Harshbarger, Streit, Litwiller, Wingler, Osborne and Chief Ponder present. The committee discussed the semis going to and from the elevator. The taking out of the elevator tracks has been discussed with the manager of the elevator before. Litwiller will ask about that situation. The committee also discussed no parking on the west side of Main Street in the first parking slot in front of the Lighthouse Insurance because the semis have difficulty turning off of East Central onto Main Street. Maybe have no parking between the hours of 6 a.m. and 5 p.m. Animal control is in force and being utilized at no expense to the Village. PTI cadets are in the top six of the academy out of 26 or 27. Discussed Sgt. Tim Jimenez's performance in his duties above what is required of him and his salary. April 25<sup>th</sup> the police officers will go through their firearms qualifications at the Lake Fork Sportsman Club. The police committee talked about insurance questions that will be reported on in the insurance committee meeting. Meeting adjourned at 7:55 p.m. Harshbarger read the police report for March 2009 as follows: Miles driven, 2,355; fuel used, 270.9; traffic stops, 20; citations, 10; warnings, 13; calls for service, 31; juvenile complaints, 2; domestic disputes, 5; criminal arrests, 6; vehicle burglary, 1; agency assists, 21; fire/medical calls, 6; motorist assists, 11; traffic accidents, 1; report submitted by Atwood Police Chief Cliff Ponder.

**CIVIC IMPROVEMENT, TOURISM & SPECIAL PROJECTS:** Streit reported that the meeting was brought to order at 7:55 p.m., April 14, 2009 at the Municipal Building with Joe Streit (Chairman), Gloria Litwiller and Fred Harshbarger in attendance. Also present was Tyson Wingler, Chair of the Zoning Board of Appeals, Cliff Ponder, Chief of Police, and Jeremiah Osborne.

The Committee discussed good news within the Village, starting with the opening of Atwood Meat Processing and Rosy's Restaurant on April 13<sup>th</sup>. We wish these businesses the best of luck in the future.

The Atwood-Hammond Little League has started to practice and will begin playing games soon. Non-Atwood residents coming to town should see clean, safe surroundings in our community. The downtown cleanup that occurred last fall made the town look great. Regular maintenance needs to occur though to keep the citizens proud of their business district. The Committee wants to stress the importance of keeping Main Street, especially, clean of trash and properly maintained. Chief Ponder has volunteered some hours from individuals participating in court-mandated community service.

The Village should hear back from the Illinois Clean Energy Foundation within the next 30 days regarding the grant application we submitted. Streit has been in communications with the case manager, and everything is moving along smoothly.

The meeting adjourned at 8:05pm.

**BUILDING, PARK INSURNACE & WASTE MANAGEMENT:** Litwiller reported that the committee met on Tuesday, April 14, at 8:04 p.m. with Chairman Litwiller, Streit, Harshbarger, Wingler, Osborne and Chief Ponder present. Clean up day will be held Saturday, June 6<sup>th</sup> with the dumpsters being set south of West Birch Avenue. The cost of the three thirty square containers from Matchbox will cost \$395.00 each, a thirty dollar savings each, from last year. Litwiller talked with WTW Salvage (metal pick up), who was buying the business from Fred Honacker, sometime during the week of April 8-13. WTW Salvage called and informed Litwiller that June 8<sup>th</sup> curbside pick up would work. Litwiller received a message on April 15<sup>th</sup> that WTW Salvage was not abiding by their contract, so Fred Honacker, owner of Baby Huey's Demolition and Appliance Removal out of Mattoon, will continue with the business. When Litwiller talked with Honacker on April 15<sup>th</sup> he said that Monday, June 8<sup>th</sup> would work for him also for the curbside metal pick up with the same stipulations as last year. Stressing that there shall be no looting on metal pick up day.

Litwiller stated that the Orange Crush Grant application is not available until June. Litwiller is also looking into a Green Grant from the Illinois Department of Transportation for the park.

The committee discussed having movies at the park again this summer. Litwiller has obtained additional information that needs to be presented to the committee before a final decision is made.

Chief Ponder has received information on the ability of the Village to lease a Harley-Davidson '07 Electra Glide police equipped motorcycle for the police department at a cost of \$1.00/yr. to the department. Litwiller checked with the insurance company for liability purposes. It could be added to the coverage at no additional cost and all properly licensed officers would be covered in the event of an accident just as the cars. The question about vehicles needing insurance cards was asked of this committee. Litwiller talked to our insurance company, municipalities are exempt from having to carry insurance cards in the vehicles. However, Litwiller has copies of the certificate that shows the name and phone number of Village's insurance company. Chief Ponder has indicated to Litwiller that he would like a copy of this certificate to be placed in the police cars. Litwiller also talked with the Village's insurance rep. Katie Lund about the PTI cadets taking the car for training. Lund stated that the car would be covered in the event of an accident and the driver and passengers would be covered for their medical benefits up to the limit that is stated on the coverage. The people in the vehicle would NOT get workman's compensation. The committee feels as long as the PTI cadets are covered by insurance there is no reason for them not to have use of the car for training. It might not be a bad idea to have the cadets sign a waiver stating that they have been informed of this information. The liability of the PTI cadets volunteering to train/work by themselves or with an employed officer of the Village will not have any coverage and the Village would be liable (not employed not covered).

The committee talked about the possibility of changing the park agreement with the Forest Preserve. Litwiller has not heard back from Mike Dixon and need to sign the present agreement. Meeting adjourned at 8:20 p.m.

Litwiller reported that she has received a note from Rick Myers concerning the repair of the merry-go-round at the park. It would cost \$158.40 for 20 pieces of red cedar and \$190.40 for 20 pieces of 8 ft. composite. The composite would last longer. The board o.k.'s the use of the composite material.

**FOREST PRESERVE AGREEMENT:** The Village board decided to wait until the May 18<sup>th</sup>'s board meeting to approve the Piatt County Forest Preserve Agreement. To give Litwiller more time to talk with Mike Dixon about the agreement.

**DONATION TO PARK PLAY EQUIPMENT:** Litwiller reported that Kel's Place and its' Customers donated \$625.00 for park play equipment.

#### **OLD BUSINESS:**

**POLICE COVERAGE:** Streit reported that he believed after holding the special meeting concerning police coverage and the response from the audience that most people want 24/7 coverage. Especially nights and weekends covered. It was stated that the village could by referendum increase the police protection tax from .15% to .6%. Streit doesn't like the idea of raising taxes. Streit would like to see the reimbursement for PTI training of \$7,800 go straight back to the police department. Greek feels if people want 24/7 coverage then he supports it at the FY '10 budgeted salary line amount of \$117,000. Fiscal year '09's wage line expenditure was at \$108,071.70. Ponder stated that he has received a tax deductible donation of \$3,000 for police equipment. Ponder is working on two more pledges that may be larger than this one.

**FY'10 BUDGET: MOTION:** Streit made a motion to accept the FY'10 budget as presented, seconded by Greek. VOTING: Litwiller, yes; Tholen, yes; Harshbarger, yes; Greek, yes; Streit, yes; motion carried.

**EXECUTIVE SESSION: MOTION:** Greek made a motion to enter into executive session to discuss Hale Litigation at 8:26 p.m. seconded by Tholen. VOTING: Streit, yes; Harshbarger, yes; Litwiller, yes; Tholen, yes; Greek, yes; motion carried.

**REGULAR SESSION:** The Village board re-entered regular session at 8:58 p.m.

**NEW BUSINESS:**

**MFT REPORT: FARNSWORTH: MOTION:** Tholen made a motion to appropriate a sum of \$33,500 of motor fuel tax funds for the purpose of maintaining streets and highways under applicable provisions of the Illinois Highway Code from January 1, 2009 to December 31, 2009 seconded by Litwiller. VOTING: Greek, yes; Streit, yes; Harshbarger, yes; Litwiller, yes; Tholen, yes; motion carried. Tholen read the appropriation to the audience.

**RESOLUTION NO. 09-R-01:** Mayor Wallace read all paperwork including Resolution No. 09-R-01. **MOTION:** Tholen made a motion to accept Resolution No. 09-R-01 a Resolution Urging Passage of a Comprehensive Capital Infrastructure Program with specified revisions to paragraph number seven, seconded by Greek. VOTING: Harshbarger, yes; Streit, yes; Litwiller, yes; Greek, yes; Tholen, yes; motion carried.

**DOUGLAS COUNTY GIS INITIATIVE:** Mayor Wallace read a letter stating that the Village can enter into an agreement at anytime with Douglas County and the GIS initiative. There are labor costs that are expensive at a per hour basis and equipment rental costs.

**ZONING BOARD RESIGNATION:** Zoning Board Chairman Tyson Wingle turned in his resignation as stated as follows: As of 4/27/09, I resign as Chairman of the Zoning Board of Appeals signed Tyson Wingle. **MOTION:** Streit made a motion to accept the resignation of Tyson Wingle as Village of Atwood Zoning Board of Appeals Chairman, seconded by Litwiller. VOTING: Tholen, yes; Greek, yes; Harshbarger, yes; Litwiller, yes; Streit, yes; motion carried.

**BUDGET TRANSFERS FY'09: MOTION:** Greek made a motion to transfer from 5100 O & M to 5500 Reserve for Depreciation to clear negative balances for fiscal year \$9,900.00; transfer from 01.00 General Corporate to 1100 Audit Fund to clear fiscal year negative balance \$110.00; transfer from 01.00 General Corporate to ESDA Fund 1200 to clear fiscal year negative balance \$2,600.00; transfer from 01.00 General Corporate to MFT to clear fiscal year negative balance \$10,500.00, seconded by Streit. VOTING: Litwiller, yes; Harshbarger, yes; Tholen, yes; Streit, yes; Greek, yes; motion carried. This will make fiscal year '09 ending balances positive.

**RE-APPOINTMENTS: MOTION:** Greek made a motion that all permanent full-time and part-time employees C. Ard, C. England, T. Jimenez, R. Myers, C. Ponder, A. Romine and A. Ruggieri be re-appointed for the fiscal year 2010 with a 3% increase in their hourly rate of pay. All other part-time employees' hourly rates will remain unchanged for fiscal year 2010, seconded by Streit. **VOTING:** Harshbarger, yes; Tholen, yes; Litwiller, yes; Streit, yes; Greek, yes; motion carried. **MOTION:** Streit made a motion that based upon responsibilities and work load that the position of sergeant's base salary be increased \$2,000 seconded by Litwiller. **VOTING:** Greek, yes; Harshbarger, yes; Tholen, yes; Litwiller, yes; Streit, yes; motion carried.

**DORIS ELMORE:** Elmore ask the board if the budget was set up for 24/7 police coverage? The FY'10 Budget Police Salary line is set up for 24/7 coverage. Elmore would like to have the Visitor's Center Agreement updated and signed. The Village Clerk will update the agreement; have the Mayor and a Trustee sign and then have Elmore pick up for the rest of the signatures.

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

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

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Cindy L. Ard  
Village Clerk

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Ronald E. Wallace  
Village President