

## VILLAGE OF ATWOOD

### Board of Trustees Meeting

May 17, 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 Joe Streit, Tyson Wingler, Jeremiah Osborne, Jim Tholen and Gene Greek. Gloria Litwiller was recorded absent.

**MINUTES: MOTION:** Tholen made a motion to accept the minutes as presented seconded by Osborne. **VOTING:** Greek, yes; Streit, present; Osborne, yes; Wingler, yes; Tholen, yes; motion carried.

**WATER & SEWER:** Greek reported that a water and sewer committee meeting was held May 13, 2010, at 5:30 p.m. at the Municipal Building with Osborne, Tholen, Greek – chairman and Mayor Wallace present. Discussed the following: 1. Fire Hydrant: A leaking fire hydrant on W. Orchard Avenue has been replaced with a new hydrant. A fire hydrant located on Rt. 36, which does not turn on or off easily, needs to be repaired.

2. Water Tower: The loan balance of \$26,612.20 has been paid to Rural Development for the water tower. The water tower replacement project that began in the year 2000 is now completed. The original loan amount was \$65,000.

3. Summer Help: The Water and Sewer Department desires to hire a part-time summer student to help with department maintenance from approximately June 1, 2010 through mid-August. One application has been received for the job and his background has been checked. The applicant is William Gabbard, who will be a junior at A-H High School.

4. Fencing Replacement: A bid of \$3,200 has been received for the replacement of the fencing which was removed during construction of the new lift station at the wastewater treatment plant. The new fencing will be installed as soon as the final grading around the lift station is completed.

5. Water Testing Services: An agreement is being prepared between the village and the E.P.A. for the required water sample testing for the fiscal year. The difference between the E.P.A. testing service and a commercial testing laboratory was found to be approximately \$100 for the year. The E.P.A. testing service was selected due to possible mailing charges required to meet E.P.A. deadlines with the commercial laboratory.

6. Water and Sewer Department Operations: During the month of April, 2010, the water department processed an average of 73,080 gallons of finished water per day. For the same month a total of 3,092,670 gallons of finished water were produced. The wastewater treatment plant operated within all I.E.P.A. standards.

7. Adjourned: 5:45 p.m.

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**FINANCE:** Tholen reported that the finance committee meeting was held on May 13, 2010 at the Municipal Building at 5:45 p.m. with Greek, Osborne, Mayor Wallace and Tholen – Chairman present.

The committee reviewed the treasurer's report for balance ending April. Noted that the income tax revenue was only at 65% of projected or that revenue was off some \$40,875 of budget. Sales tax revenue was up \$8,553.

The committee discussed items that need to have ready for the June meeting such as the appropriation ordinance and prevailing wage rate ordinance.

Meeting adjourned at 6:05 p.m.

**STREET & ALLEY:** Osborne reported that the street and alley committee met on May 13, 2010 at 6:05 p.m. at the Municipal Building with Tholen, Greek, Osborne-chairman and Mayor Wallace. Osborne brought to the attention of the board that the repair costs to the backhoe were \$1,000 more than originally projected. MFT bids will be accepted until 2 p.m. at the Municipal Building on June 3, 2010 with the bids being opened at 2 p.m. The vote for the bids will be taken at the June 19, 2010 regular scheduled board meeting. The committee discussed the time clock policy. Meeting adjourned at 6:55 p.m.

There were no police, civic improvement or parks and buildings committee meetings held in May.

**POLICE:** Winger did report that Police Chief Cliff Ponder and three other officers helped ten to twelve individuals on clean up day. Previous week Winger and Ponder looked at properties for violations. Complaints received are being addressed.

**CIVIC IMPROVEMENT:** Streit reported that there was no civic improvement committee meeting held do to a lack of a quorum. The grant extension request for the wind study has been approved to December 31, 2010. Streit attended a meeting last Thursday concerning an energy efficiency block grant from CRPC for a ten county area including Piatt and Douglas with funding for local governments for conservation and energy upgrades, 20 watt wind turbines and business energy usage upgrades. The village can apply for grants without making us obligated. The upgrades for the grant could include incandescent lights to LED; upgrade a vehicle to electric or biodiesel; maybe could get assistance in a 25% discount. If any local businesses are interested please let Streit know.

**PARK:** No business.

**OLD BUSINESS:**

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**AMEND 5900 ACCOUNT IN FY'11 BUDGET: MOTION:** Tholen made a motion to transfer from 5900 Debt Fund Revenue to interfund transfer line of \$11,080 equals total revenue with 5900 account #230 expense \$11,080 @ \$923.33/month per loan and tower loan paid off so don't need #5600 fund at all, so all line revenue and expenses zero, seconded by Greek. VOTING: Wingler, yes; Osborne, yes; Streit, yes; Greek, yes; Tholen, yes; motion carried.

**TRANSFERS: MOTION:** Tholen made a motion to transfer from Operation/Maintenance 5100 \$923.33 to 5900 Debt Fund for monthly payment due on Lift Station Loan and transfer from Operation/Maintenance 5100 \$1,075 for capital expenditures on water and sewer seconded by Greek. VOTING: Osborne, yes; Streit, yes; Wingler, yes; Greek, yes; Tholen, yes; motion carried. **MOTION:** Tholen made a motion to bring in IPTIP money to cover negative in ESDA Fund, seconded by Osborne. VOTING: Greek, yes; Streit, yes; Wingler, yes; Osborne, yes; Tholen, yes; motion carried. **MOTION:** Tholen made a motion to give Connie authority to bring all IPTIP funds back into NOW checking account since it has a better interest rate, seconded by Osborne. VOTING: Streit, yes; Wingler, yes; Greek, yes; Osborne, yes; Tholen, yes; motion carried.

**NEW BUSINESS:**

**TIME CLOCK POLICY:** Osborne presented the Village of Atwood Time Clock Policy to the board. After review and discussion the board deleted paragraph #2 salaried employees. **MOTION:** Osborne made a motion to accept the Village of Atwood Time Clock Policy as amended seconded by Greek. VOTING: Tholen, yes; Greek, yes; Streit, yes; Wingler, yes; Osborne, yes; motion carried.

**MFT BID LETTING:** Osborne reported that there will be a MFT bid letting on Thursday, June 3, 2010 at 2 p.m. at the Municipal Building. Osborne read notice of bid letting that was put in the newspaper.

**PART TIME HOURLY PAY, .50:** Osborne mad a motion that all part time employees hourly rate be increased to \$9.00/hour excluding part time police officers, seconded by Greek. VOTING: Wingler, yes; Tholen, yes; Streit, no; Greek, yes; Osborne, yes; motion carried.

**MISCELLANEOUS BUSINESS:**

**RAFFLE DRAWING:** Wingler reported that the raffle drawing will be held May 18<sup>th</sup> instead of May 17<sup>th</sup> in order to gather all of the tickets together.

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

**DOGS:** Dogs on North Iowa Street were not being taken care of. Elmore called Bibby Appleby of the Douglas County board and told her the situation. Elmore also appreciated Chief Ponder's help. Douglas County Animal Control did pick up the dogs.

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**AMBULANCE SERVICE:** The Village Clerk received a phone call from Drew Hoel of Tuscola about the current ambulance service contract the Village has. The contract will expire at the end of September 2010. Hoel will request proposals for best prices and then take back to those involved.

**EXECUTIVE SESSION TO REVIEW CLOSED SESSION MINUTES: MOTION:** Greek made a motion to go into executive session to review closed session minutes at 8:28 p.m. seconded by Streit. **VOTING:** Osborne, yes; Wingler, yes; Tholen, yes; Streit, yes; Greek, yes; motion carried.

**RETURN TO REGULAR SESSION:** Returned to regular session at 8:35 p.m. **MOTION:** Streit made a motion to approve the minutes of the January and February closed sessions and keep all executive (closed) session minutes reviewed closed, seconded by Osborne. **VOTING:** Tholen, yes; Greek, yes; Wingler, yes; Osborne, yes; Streit, yes; motion carried.

**MAYOR'S MEETING:** There will be a Piatt County "Mayor's Meeting" on Wednesday, May 26<sup>th</sup> at 6 p.m. at the Monticello City Center. The meeting will discuss our own community's goals and challenges, and how we can better work together as a region. The Mayor can bring a proxy member from Atwood's governing board to the meeting. Mayor Wallace and Trustee Joe Streit will attend.

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

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Cindy L. Ard  
Village Clerk

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Ronald E. Wallace  
Village President