

VILLAGE OF ATWOOD

Board of Trustees Meeting

November 16, 2009

Village President Ronald E. Wallace brought the Atwood Village Board meeting to order at 7:00 p.m. at the Municipal Building. Those recorded present were Jim Tholen, Joe Streit, Tyson Wingler and Gene Greek. Those recorded absent were Trustees Gloria Litwiller and Jeremiah Osborne.

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

MIKE DIXON: PIATT COUNTY FOREST PRESERVE'S REP.: Mike Dixon was present representing the Piatt County Forest Preserve. Dixon reported Piatt County Forest Preserve has slowly been getting new park playground equipment for the Forest Preserve parks in Piatt County. The equipment will cost between \$12,000 and \$15,000 and will look similar to what was installed at Hammond. The play equipment will be set up so it can be added to in the future. Some of the old equipment will be removed. Mason sand will be used for the base under the new play equipment. Dixon asked if the Village would be willing to pitch in any money. The Village will be holding a Hog Raffle on December 1st with the proceeds going towards play equipment at the Atwood Park. The Forest Preserve equipment will be put on the Forest Preserve side of the park (north) and the play equipment the Village installs will be put on the Atwood Park side (south). The Piatt County Forest Preserve would like to be able to add more new play equipment in five to ten years. Would the Village be willing to donate \$100 to \$150 for the sand? The Forest Preserve Play Equipment will be installed sometime this summer with the play equipment being in a green and tan paint.

WATER & SEWER: Greek reported that a water and sewer committee meeting was held Thursday, November 12, 2009 at the municipal building at 5:30 p.m. Those recorded present were Osborne, Tholen, Greek – Chairman, Allen Romine, Wingler and Streit. 1) Wastewater Treatment Plant Lift Station: Work on the construction of the lift station at the wastewater treatment plant is nearly completed. Testing of the new lift station will be conducted Monday morning, November 16th, and if successful the new lift station will be brought on line. Andy Hanfland of the Farnsworth Group has authorized the payment of \$102,510 to Universal Mechanical for 85% work completed, less 10% retainage of the contractual amount of the project. The balance of \$31,490 will be paid upon satisfactory operation of the lift station. 2) Water and Sewer Rate Structure Increase: The committee continued the discussion of an increase in the rate structure for water and sewer services. The following proposals have been put forward for consideration. A) The new water rate would be set at \$9.50 for each 1,000 gallons of water used by the customer. No separate charge would be made for sewer service. The proposed water usage rate could be billed on the basis of \$.0095 cents per gallon which would tend to even out the monthly billing to the customer. Minimum billing would be (\$20.00 for the first 2,000 gallons). B) It is proposed that an inflationary percentage increase of 2-3% would be

added each fiscal year to the water rate unless changed by board action. This inflationary rate increase would hopefully eliminate the need for any large increase in future water rates. C) The proposed rate for the Village of Garrett and water customers outside the Village of Atwood's corporate limits would be set at between \$.030 and \$.035 per 1,000 gallons. D) It has also been proposed that a \$2.00 charge be added to each monthly billing for a period of time, to establish a reserve fund for any future capital needs. This would amount to \$13,440 annually. The proposed new water rate structure of \$9.50 per 1,000 gallons would produce estimated revenue of \$290,000. This is based upon the current rate of 31,293,000 gallons billed annually, including the Village of Garrett and less any reserve fund charge. The actual revenue received from current water and sewer rates for FY2009 was \$259,325. These proposed changes would change the village's rank from 84/89 out of surrounding communities to an estimated 70-75/89 position for water rates. 3) Water Leak: A water leak in a valve located in the alley alongside Casey's General Store drive was repaired. 4) Water and Sewer Dept. Operations: During the month of October, 2009, the water department processed an average of 133,643 gallons of finished water per day. For the month a total of 4,142,930 gallons of finished water was produced. The wastewater treatment plant operated within all I.E.P.A. standards. 5) Other Business: None. 6) Adjournment: 6 p.m.

FINANCE, PERSONNEL & CABLE TV: Tholen reported that the finance committee meeting was held Thursday, November 12, 2009 beginning at 6 p.m. All were present. The Tax Levy will be ready for passage at the December 21, 2009 regular scheduled board meeting. The committee discussed the motor fuel tax fund being \$10,000 plus dollars in the negative. Also, Kevin Huffman was present to discuss the audit he prepared for the Village's fiscal year 2009 and his recommendations to the Village.

STREET, ZONING & MOSQUITO CONTROL: No report was given in the absence of Osborne.

POLICE, SAFETY & HEALTH: Wingler reported that a police committee meeting was held on Tuesday, November 10, 2009 at 7 p.m. at the municipal building. Those present were Wingler – Chairman, Streit, Chief Ponder and Joe Victor. Litwiller was absent. Victor talked about the differences between Code Red and Nixle. Victor explained the cost to the village would only be \$500.00 a year. This would give the village added protection in case of an emergency. Streit and Wingler discussed the pros and cons and felt this would be a great service to the village.

Chief Ponder brought up that the current siren that the village relies on is not working and feels that Code Red is greatly needed. The village is working with Fire Chief Joe Dukeman and the installers (Griffin Tower) of the siren to get it up and running.

The committee looked at the month police report and it was average for the year.

The animal control contract was talked about with the village having until December 8th to sign the contract. Chief Ponder is still waiting on word from the Village's attorney concerning the contract. Ponder should have the attorney's recommendation by Monday.

Village of Atwood, minutes
November 16, 2009

Wingler would like to congratulate the four officers the village put through the part time police academy. On October 24, they attended their graduation ceremony. Rick Little and Marion Erwin finished 1st and 2nd in the class with Brandon Heckler and Bill Bailey also receiving good grades. Chief Ponder has sent in all of the paper work to get the \$7,800.00 reimbursement from the state. Meeting adjourned at 7:50 p.m.

CIVIC IMPROVEMENT, TOURISM, & SPECIAL PROJECTS: The civic improvement, tourism & special projects committee meeting was brought to order Tuesday, November 10, 2009 at 7:51 p.m. at the Municipal Building with Joe Streit (Chairman) and Tyson Wingler in attendance. Also present was Chief of Police Cliff Ponder.

On October 26th, Streit submitted a grant request for \$500,000 from the Illinois Department of Commerce and Economic Opportunity to go towards a 1.5MW wind turbine. During the application process, it was determined that this size of a turbine would provide excess energy after all of the Village's and Atwood-Hammond School District's needs were met. After conversations with other communities, Streit has received usage data that would allow the Monticello Water and Sewer facilities, the Piatt County Courthouse, and the Piatt County Jail to join in and share in the project's costs and ultimate savings. At this point, with these 5 entities combined, 85% of the turbines expected energy generation would be consumed, leaving room for additional partners. The Monticello School District and other departments within the City of Monticello have expressed an interest in joining. Streit will be discussing our current project status and future plans with the Atwood Hammond School District Board on December 17th.

After not receiving anything back from Farnsworth Group after more than a year, Streit contacted Foth Engineering and asked them to deliver a proposal that would allow for the required studies to be conducted if the Village were going to pursue an industrial park. A copy of the proposal will be distributed to all of the Trustees. The proposal totals \$17,200, and would result in the background work necessary for such a project to be conducted and deliver a full cost picture for the actual development of the land. The committee would like for the Board, if interested in such a project, to collectively determine the best location for such a development and initiate contacts with the landowners and inform them of our interest. Grants may be available through DCEO and USDA to assist with this project, and Streit will pursue the opportunities as we move forward.

The meeting adjourned at 8:15 pm.

BUILDINGS & INSURANCE, PARK, PROPERTY & WASTE MANAGEMENT: There has been \$645.00 collected so far for the Hog Raffle drawing to be held December 1, 2009 at the municipal building. This money is being raised for play equipment at the Atwood Park.

OLD BUSINESS:

TAX LEVY: Tholen reported that Gene Greek has done a lot of work on the tax levy. The Village's property value is \$10,856,200. General Corporate Tax will increase to \$27,140 from \$26,000 last year. Police Protection Tax \$16,285 from \$15,600. Social Security Tax \$20,631 from \$20,062. Audit Tax \$6,550 from \$6,300. Insurance Tax \$25,718 from \$24,850. Unemployment Insurance Tax \$750 lowered from \$1,498. Civil Emergency Tax \$322 lowered to \$320. Street Lighting Tax \$5,430 from \$5,200. IMRF \$43,965 from \$31,383. For a total tax levy of \$137,754. An increase of 4.983%. Streit would like to see any expense that is water and sewer be taken out of water and sewer and not the tax levy. Such as IMRF water and sewer expenses and water and sewer payroll taxes. If these were removed from the tax levy the levy would go down. Streit feels that water bill payments should be paying for these expenses. It was stated that the water and sewer department broke almost even last fiscal year. Would possibly have to increase rate to \$10 per 1,000 gallons of water to cover the extra expense in water and sewer account. Need to nail down a decision before vote on tax levy, which has to pass at the December 21st board meeting. So levy can be to the counties by the last Tuesday in December. Garrett's water rate needs to be discussed with Garrett's representatives. Also, need to decide a rate for outside corporate limits. Greek stated that he would like to start the new rate with the February billing.

DOUGLAS COUNTY ANIMAL CONTROL CONTRACT: The Village needs to sign the Douglas County Animal Control Contract by December 8, 2009 or would have to wait until December 2010. There is no charge to the village if the dog is claimed. There were three dogs picked up last month and two this month with all of them being claimed. **MOTION:** Wingle made a motion to sign the Douglas County Animal Control Contract, seconded by Tholen. **VOTING:** Greek, yes; Streit, yes; Tholen, yes; Wingle, yes; motion carried.

1955 FIRE TRUCK (TANKER TRUCK): **MOTION:** Streit made a motion to accept the \$401.00 offer made by Don Cordts for the 1955 Fire truck (tanker truck), seconded by Tholen. **VOTING:** Wingle, yes; Greek, yes; Tholen, yes; Streit, yes; motion carried.

CODE RED: Wingle brought up on how to pay for the Code Red. He and Streit are recommending to the board that the village proceed with joining Code Red. The \$500.00 can be taken out of the Reserve for Development Fund. There was a question about Garrett paying for 1/4 since same pre-fix for telephone numbers. Griffin Tower has been contacted about direct wiring the siren. Code Red is for land line phones but can register cell phones. Nixel is for computers and texting. Code Red and Nixel are emergency alert systems. They can be used for numerous alerts from storms warnings (natural disasters) to boil orders and school closings, etc. **MOTION:** Streit made a motion to spend \$500.00 to go into a contract for Code Red service taking the \$500.00 from the Reserve for Development Fund, seconded by Wingle. **VOTING:** Tholen, yes; Greek, yes; Wingle, yes; Streit, yes; motion carried.

NEW BUSINESS:

GENERAL FUND/MFT PERMANENT TRANSFER/LOAN: Read auditors recommendation. **MOTION:** Tholen made a motion to make a permanent transfer of \$10,500 from general fund to the motor fuel tax fund to clear up the deficit, seconded by Greek. **VOTING:** Wingle, yes; Streit, yes; Greek, yes; Tholen, yes; motion carried.

SEWER PLANT PROJECT PARTIAL PAYMENT: MOTION: Greek made a motion to pay first payment due to Universal Mechanical in the amount of \$102,510.00 which is 85% of work completed less 10% retainage with \$85,000 coming from loan secured from First State Bank and the balance from water and sewer funds and water and sewer IPTIP account, seconded by Tholen. VOTING: Streit, yes; Wingler, yes; Tholen, yes; Greek, yes; motion carried.

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

2010 BOARD MEETINGS: MOTION: Greek made a motion to accept the schedule for the 2010 Atwood Village Board meetings, seconded by Wingler. VOTING: Tholen, yes; Streit, yes; Wingler, yes; Greek, yes; motion carried.

CHRISTMAS BONUSES: MOTION: Tholen made a motion to give full time employees a Christmas Bonus of \$180 and part time employees over 500 hours \$50, seconded by Streit. VOTING: Wingler, yes; Greek, yes; Streit, yes; Tholen, yes; motion carried.

Doris Elmore asked the village to look at the parking lot beside the United Church. There are a lot of deep holes. Is there any cold patch? The board will ask Rick Myers if the parking lot can be rocked and dragged until can get some cold patch in it this coming spring.

EXECUTIVE SESSION: MOTION: Greek made a motion to go into executive closed session to review closed session minutes at 8:20 p.m. seconded by Wingler. VOTING: Streit, yes; Tholen, yes; Wingler, yes; Greek, yes; motion carried.

ENTER REGULAR SESSION: Entered regular session at 8:30 p.m. Closed session minutes will remain closed.

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

Cindy L. Ard
Village Clerk

Ronald E. Wallace
Village President