

VILLAGE OF ATWOOD

Board of Trustees Meeting

October 20, 2008

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

REGULAR MINUTES: MOTION: Harshbarger made a motion to accept the regular meeting minutes of September 15th as presented, seconded by Clack. **VOTING:** All aye; motion carried. **SPECIAL MEETING MINUTES: MOTION:** Harshbarger made a motion to accept the special meeting minutes of September 22nd as presented, seconded by Clack. **VOTING:** All aye; motion carried.

WATER & SEWER: Greek reported that a water and sewer committee meeting was held Thursday, October 16, 2008 at 10:00 a.m. at the municipal building. Clack, Chairman – Greek and Mayor Wallace were present. Tholen was absent. 1) Stand-by Generator: The stand-by generator has been received by Harris Electric and is awaiting installation at the water plant. Installation of the generator will probably not be completed until after the harvest season is completed. 2) Possible Water and Sewer Rate Increases: Discussion is still ongoing regarding possible water and sewer rate increases to fund the wastewater treatment plant upgrade of the lift station, and water plant operating expenses. The committee has reviewed various suggested percentage increases and time periods in determining the most satisfactory combination. In the near future input will also be solicited from the Village of Garrett and the West Prairie Water Company. 3) Water and Sewer Department Operations: During the month of September 2008, the water department processed an average of 169,036 gallons of potable water per day. A total of 5,071,080 gallons of potable water were processed during the month. The wastewater treatment plant operated within all I.E.P.A. standards during the month. The meeting adjourned at 10:30 a.m.

FINANCE: Clack reported that a finance committee meeting was held Thursday, October 16, 2008 at 10:30 a.m. Those present were Greek, Chairman – Clack, Mayor Wallace, Village Treasurer Connie England and Village Auditor Kevin Huffman. The finance committee discussed the audit report (Annual Financial Report) that was prepared by Kevin Huffman for fiscal year 2008. The committee has several issues that need evaluated prior to the levy rate presentation to the board. Need a motion to eliminate \$2,500/month payment to Debt Fund #5900 from water and sewer operating fund #5100. There are currently adequate funds to cover Debt Fund until payoff. **MOTION:** Clack made a motion to eliminate the \$2,500 monthly transfer to the Debt Fund #5900 from the Water and Sewer Operating Fund #5100, seconded by Greek. **VOTING:** Streit, yes; Harshbarger, yes; Greek, yes; Clack, yes; motion carried. Clack stated that the Village Auditor Kevin Huffman was pleased with the outcome of the audit. The committee will evaluate recommendations made by Huffman. Meeting adjourned 11:30 a.m.

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STREET & ALLEY: The committee reported that a few more storm sewer drains have been opened up. Meeting adjourned at 11:45 a.m.

POLICE: Harshbarger read the police report for September 2008: miles driven, 2,689; fuel used, 225.4; traffic stops, 27; citations, 16; warnings, 14; calls for service, 32; DUI arrests, 2; juvenile complaints, 1; vandalism reports, 1; theft reports, 1; domestic disputes, 2; criminal arrests, 7; ordinance violations, 2; burglary, 1; agency assists, 17; fire/medical calls, 6; report submitted by Atwood Police Chief Cliff Ponder. The police committee meeting was held on Thursday, October 16, 2008 at 7 p.m. at the municipal building. Those recorded present were Streit, Chief Ponder and Chairman – Harshbarger. Items discussed were 1) Village Attorney – forms and contact for communication regarding village ordinance violations and liability issues. 2) Vehicle unlocks for Village residents. 3) Budget and squad car concerns. 4) Complaints against officers*. 5) September-C.M.S. Leso-going again on November 20th. Picked up new lockers some for officers' use and evidence. 6) Audio/Video equipment for squad cars. Liability issues. 7) Part-time police academy hires for interviews*. 8) Animal Control-Julie Workman, City of Tuscola, Douglas and Piatt Counties-dog pound, kill vs. no kill*. 9) O.V. contact sheets; Options w/S.A.*. 10) Addition of Todd Thomas as a part time police officer. Happy One Year Anniversary to Full Time Officer Tim Jimenez. Siren still needs work. Discussion was held on the police being present around the schools when students are being dropped off and picked up after school is dismissed. Meeting was adjourned at 8:05 p.m. The board discussed the safety and security issues of having a video/audio camera in both of the police cars. It is believed that this would eliminate false reports against officers. Decatur Electronics would do the warranty work and install the docking stations. The board would like one camera to be purchased with two docking stations. **MOTION:** Harshbarger made a motion to purchase one audio/video camera at a purchase price of \$3,200; Shipping, \$20.00 plus the cost of the installation of the two docking stations, seconded by Clack. **VOTING:** Greek, yes; Streit, yes; Clack, yes; Harshbarger, yes; motion carried.

CIVIC IMPROVEMENT, TOURISM & SPECIAL PROJECTS: Streit reported that the meeting was brought to order at 8:06 p.m. at the municipal building on October 16, 2008 at 8:06 p.m. with Joe Streit (Chairman) and Fred Harshbarger in attendance. Also present was Atwood Police Chief Cliff Ponder.

The Committee would like to thank the Atwood Boy Scouts for their help in conducting a cleanup of Atwood on the weekend of October 4th. They are really helping show their pride in Atwood, which was the central theme of the September strategic planning meeting. The committee would like to make sure that regular cleanups of Main Street are conducted so that trash is sure not to be lying around town.

Streit has found an artist willing to paint the plywood that was put up at the old hardware store. This artist can do a theme and combine an image with the other window area if that window were to be removed and replaced with another piece of plywood. The Village would need to simply purchase primer, paint, tape, brushes, drop cloth, and anything else needed to convert the other window to a suitable canvas, with expenses estimated at about \$300, and the labor for the endeavor would be donated. This is something that we could do to change the current appearance

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of town very quickly and cost-effectively. If we decide quickly, then painting could take place before it is too cold for the paint to properly set.

The Committee discussed the Marching Band Festival that was held on October 11th. This Festival brings a lot of new people to town, and it is really a chance for the community to shine. In the future, the Village should make this event a primary focus of efforts and ensure that events are organized congruously with the Band program.

The Atwood Meat Market has been purchased, and the new owner is expecting to be open in November. In addition to package sales, the new owner expects to provide deer processing services, and possibly other services.

The Atwood web site needs more information. The Atwood Economic Development Committee has failed to provide any information. Also, bios are encouraged to be provided by the remaining members of the Village Board and employees.

The Committee made scheduling requests of the Atwood Police Department in regards to the Halloween Trick-Or-Treating times and Halloween Parade. Coverage should be doubled for these events.

Streit has discussed the placement of a possible MET tower with Ron Eagan. Pending further discussion and approval from the property owners, there should not be a problem with locating the MET tower to the west of town where it was discussed to be placed at the August Village Board meeting. In addition to minimal lease charges, the accesses to the site will have to be absorbed by the Village. A final discussion for this proposal is expected to be presented at the November Village Board meeting, which would be the last opportunity to get the request approved in time for the grant application deadline.

The Village Ordinances have been electronically converted, and Streit is proofreading. That is about one-third complete, and this committee will review the book at the November meeting and make a recommendation to the Village Board to approve it at that time. Amy Chromchak has done an excellent job, and the Committee feels that she fully deserves the \$200 compensation included in the October bills.

The meeting adjourned at 8:34 pm.

MOTION: Streit made a motion to have Desiree Ritschl paint a mural on a piece of plywood on the front of a business uptown. The village will reimburse Ritschl up to \$300 to acquire the materials to paint the mural at 119 ½ N. Main Street, seconded by Harshbarger. **VOTING:** Greek, yes; Harshbarger, yes; Clack, yes; Streit, yes; motion carried.

OLD BUSINESS:

MET TOWER: No Action taken. There will be more information for the November meeting.

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NEW BUSINESS:

SECOND GRADERS: RECYCLING: Mrs. Hayford's second grade class is recycling paper and plastic with aluminum being donated to the band towards their Florida trip. Hayford is taking the paper and plastic to Sullivan right now. The second grade class wanted the Village to know that they are trying. Hayford stated that there is no money received for recycling the paper and plastic. The City of Tuscola bills for trash pickup on their water and sewer bills. Veolia takes the paper and plastic away in Sullivan.

AMBULANCE SERVICE RESOLUTION: MOTION: Clack made a motion to accept resolution number 08-R-01 a resolution of support for the Douglas County Intergovernmental Ambulance Service Proposal with the caveat of the passage of the proposition to approve special county retailers' occupation tax for public safety, seconded by Greek. VOTING: Harshbarger, yes; Streit, yes; Greek, yes; Clack, yes; motion carried.

IDENTITY THEFT RESOLUTION: MOTION: Clack made a motion to accept resolution number 08-R-02 a resolution to adopt the Village of Atwood Identity Theft Prevention Program to comply with Part 681 of Title 16 of the Code of Federal Regulations implementing Sections 114 and 315 of the Fair and Accurate Credit transactions Act (FACTA) of 2003 mandate, seconded by Harshbarger. VOTING: Greek, yes; Streit, yes; Harshbarger, yes; Clack, yes; motion carried.

ORDINANCE BOOK: Streit is 1/3 of the way completed in proofing the retyped Village Ordinance Book. Should have ready to look over at the next committee meetings and pass at the November 17th board meeting. The ordinance book was retyped so it could be downloaded onto the village's website and computer.

CHRISTMAS PARTY: Mayor Wallace will talk to Rena, owner of the Village Pub to see if the Village can hold their Christmas Party their either December 19th or December 6th. Mayor Wallace, on behalf of the village, will be inviting the village board, village clerk, village treasurer, full time employees, village attorney, zoning board chairman and building inspector.

MISCELLANEOUS BUSINESS:

BAND FESTIVAL: The lighting was better for viewing the parade. The lights were furnished by Patient Equipment Company. There were a total of eighteen bands that marched in the parade. There were also bands that competed in the field show competition. This competition brought in a lot of people from other towns. Needed to have mowed up town and pulled weeds, Village needs to do more to make the up town look nice.

SCOTT RAPER: Streit spoke with Scott Raper of "Randy Raper Builder" to see if he was still interested in coming to Atwood to build homes. Raper stated that he will start looking into the project again in spring of 2009.

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CLEAN UP DOWNTOWN: It was stated that the downtown area should be cleaned up twice a week by village employees, including mowing. Musac needs to return or remove the equipment. Do some painting downtown to make it look better.

HALLOWEEN PARADE: The 80th Annual Halloween Parade will be held Tuesday, October 28, 2008 with lineup beginning at 6:45 p.m.

DOUG WHITLEY: Doris Elmore reported that Doug Whitley has a website www.doug4gov.com to explore the possibility of running for Governor of the State of Illinois. Please log on to the website and show your support.

LIGHT POLE: The street light pole at the corner of N. Iowa Street and E. Forest Avenue has been set by AmerenCilco. A field tile was broken when the pole was set but that has been repaired and the pole is vertical now.

VARIANCE: Tyson Wingler reported that there has been an inquiry about tearing down an old house and building a new house on a property located on South Missouri Street. The lot is too small for the new house so a variance would have to be requested.

HALE: The village received a letter through the Village's attorney from Norman Hale's attorney. Attorney Simpson and Mr. Hale will not be attending tonight's village board meeting.

BICYCLES: There have been complaints about bicycles riding on the sidewalks in the downtown business district. The worn out signs need to be replaced. The bicyclists need to be reminded and ordinances enforced.

REVIEW AND PAYMENT OF INVOICES: MOTION: Clack made a motion to accept the invoices received for payment, seconded by Streit. **VOTING:** Greek, yes; Harshbarger, yes; Streit, yes; Clack, yes; motion carried.

SPEED LIMIT ORDINANCE: Mayor Wallace would like an ordinance changing the speed limit to 20 mph on East Central Avenue and on the agenda for the November board meeting.

POLICE OFFICERS: There needs to be a police presence at the schools both morning and afternoon. The emergency warning siren should be set off for testing the first Tuesday of every month.

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

Cindy L. Ard
Village Clerk

Ronald E. Wallace
Village President