

VILLAGE OF ATWOOD

Board of Trustees Meeting

November 17, 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 Gloria Litwiller, Jim Tholen, Joe Streit, Gene Greek, Ken Clack and Fred Harshbarger.

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

WATER & SEWER: Greek reported that a water and sewer committee meeting was held November 13, 2008 at 5 p.m. at the municipal building. Clack, Tholen, Chairman – Greek, Mayor Wallace and Andy Hanfland of the Farnsworth Group were present. Stand-by generator: The installation of the standby generator is completed. The fuel supply has been hooked up, and the wiring to the water treatment plant is in place. Influent pump replacement: Andy Hanfland from the Farnsworth Group was at the committee meeting to discuss the future of the influent pump replacement. The committee had asked Mr. Hanfland to the meeting to discuss available alternatives for moving the project forward. After discussion of the alternatives the following plan was developed. A. Andy Hanfland will provide an estimated cost for preparing engineering drawings and specifications sufficient for bidding purposes. An updated cost estimate will be prepared for developing financing plans. B. Early in 2009 bids will be solicited from interested contractors for construction of the influent pump replacement. Bids will be solicited for a sixty (60) day time period with the right to reject all bids. This bidding will establish financing requirements. C. The village will seek financing for the project based upon contractor bids. Financing will be sought from commercial and governmental sources. Some village reserves will also be used. D. It is hoped the construction would begin about May 2009 if all components are satisfactory. The construction contract would be written to allow the contractor to begin within his schedule, but once construction begins it must be completed within 120 days. Water and sewer department operations: During the month of October 2008 the water department processed an average of 162,473 gallons of potable water per day. A total of 5,036,670 gallons of potable water were processed during the month. The wastewater treatment plant operated within all I.E.P.A. standards. Water well treatment: On Tuesday, November 18th, Sims Drilling Company will be here to treat water well #4. It is hoped that the treating process will increase the well capacity from approximately 50 – 60 gallons per minute to approximately 90 – 100 gallons per minute. Water and sewer committee meeting adjourned at 5:30 p.m.

FINANCE: Clack reported that the Finance committee meeting was held, Thursday, November 13th, at 5:30 p.m. at the municipal building. Greek, Mayor Wallace, Tholen, Clack – Chairman and Tyson Wingler – Chairman of the Zoning Board of Appeals. The committee discussed the proposed Tax Levy. The proposed tax levy is 3% more than last year's levy. A couple of changes that are being proposed are payroll costs that are being taken out of water and sewer for Romine (all of Romine's) and Ard (3/4 of Ard's) be moved back to the general fund. This would free up \$17,600 in the water and sewer fund. (Free up money so don't have to raise water and sewer rates/also free up money for funding projects) Then there will be no water and sewer rate increase in the near future. (There was a long discussion about this proposed change)

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AUDITOR CONTRACT AGREEMENT: MOTION: Clack made a motion to enter into the proposed contract agreement for auditing services with McGuire, Yuhas, Huffman and Buckley, P.C. with Kevin Huffman being the Village's auditor, for auditing years ending April 30, 2009 not to exceed \$6,300; \$6,550 for the year ending April 30, 2010; and \$6,800 for the year ending April 30, 2011, seconded by Greek. VOTING: Streit, yes; Harshbarger, yes; Litwiller, yes; Tholen, yes; Greek, yes; Clack, yes; motion carried.

STREET & ALLEY: Tholen reported that a Street and Alley committee meeting was held on November 13th at 6 p.m. at the municipal building. Chairman – Tholen, Greek, Mayor Wallace, Tyson Wingler, Andy Hanfland and Clack were present. The committee discussed with Andy Hanfland of the Farnsworth Group on taking over the vacancy Wayne Ward will leave after the MFT audit is completed in January or February 2009 for calendar year 2008. Hanfland will get back with the Village. It was agreed to have the road bid letting earlier and to continue the road tilling program. Rick Myers reported to Tholen that the price of road salt tripled this year. Meeting was adjourned at 6:30 p.m.

POLICE: Harshbarger reported that a police committee meeting was held on November 13th at 7:03 p.m. at the municipal building. Chairman – Harshbarger, Litwiller, Streit, Chief Ponder and Jeremiah Osborne were present. Harshbarger read police report for October 2008: Miles driven, 2326; fuel used, 191.4; traffic stops, 24; citations, 17; warnings, 12; calls for service, 27; DUI arrests, 1; juvenile complaints, 3; domestic disputes, 1; criminal arrests, 6; ordinance violations, 2; burglary, 1; agency assists, 12; fire/medical calls, 7; report submitted by Atwood Police Chief Cliff Ponder. Items discussed during the committee were as follows: 1.Lock out tools purchased and waivers required to be used \$25 non-residents and \$0 for residents – must show ID 2.Ansi-federal compliance for public safety workers-vests 3.Animal control issues discussed (New person in charge at Douglas County Animal Control) 4.Rebuilt light bar on Ford with donated parts 5.Discussed the presence of officers during community and school events. Meeting adjourned at 7:33 p.m.

Civic Improvement, Tourism, & Special Project: Streit reported that the Civic Improvement committee meeting was brought to order at 7:35 p.m. with Joe Streit (Chairman), Gloria Litwiller and Fred Harshbarger in attendance. Also present were Atwood Police Chief Cliff Ponder, Zoning Board Chairman Tyson Wingler and Jeremiah Osborne.

Painting has begun on the boards that will be put over the window frames from the old hardware store.

The Atwood Meat Market is in the process of getting a repainted exterior, and is expected to open a little later than originally expected. The committee would like to remind the rest of the Village Board that Atwood has used water and sewer abatement as a new-business incentive in the past, and is recommending that the new meat market be granted this abatement starting at their first day of open business.

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Streit has talked with the owners of the Stiehl farms and their attorney, Richard Paterson. The family has agreed, pending the actual contract which would be drafted after approval of the grant, to lease to the Village of Atwood at the rate of \$100 per acre per month the use of as much land is necessary to put up a MET tower. The size needed is expected to be about .5 to 1.5 acres. The lease would continue until the Village would return the ground back to its original, farmable state. At the end of the measurement period, and upon the determination that the Village would want to have a turbine erected within a 1 mile radius of the MET tower location, the Stiehl family will be granted the first right of refusal for the long-term lease. The committee discussed these terms and feel that the above average compensation for the use of the land are in the best interests of the Village and the land owner for the purpose of creating a good partnership in this project. This committee recommends the approval of a motion to enter into an agreement with Farnsworth Group to pursue grant funds for the purpose of constructing a MET tower, at the cost of up to \$5000 to the Village. \$3500 would be spent initially, and the remaining \$1500 would be spent only upon the successful grant of funds.

The Village Ordinances have been typed by Amy Chromchak and reviewed by Streit. An electronic copy of the file will be on hand with the Village Clerk through next month's meeting, when the committee will do a final review and recommend that they be approved.

The Civic Pride Survey has been gathered and compiled. A copy of the summary has been given to the Board. This committee would like everyone to review the comments and suggestions and be prepared to discuss and recommend actions at the December meeting.

Tyson Wingle recommended that property currently under Village control be sold to Habitat for Humanity for the purpose of constructing a new home. The property in question is at the end of West Cedar Avenue, at the intersection of South Missouri Street. The lot is 70' by 102', and equals approximately 7,140 square feet. The proposed home would be 2,500 square feet. The committee feels that this property is not going to be used for its original purpose of creating a thoroughfare to a new subdivision to the west of town, and would make for a nice addition to the Village. This committee feels that selling the property at or below market value to cover the expenses of the sale would benefit the Village through population growth and the household's solicitation of local businesses.

The meeting adjourned at 7:56 pm.

BUILDINGS & INSURANCE, PARK & PROPERTY & WASTE MANAGEMENT:

Litwiller reported that the Buildings and Insurance committee meeting was held at the municipal building on November 13th at 7:57 p.m. with Chairman – Litwiller, Streit, Harshbarger, Wingle and Osborne present. Items discussed: Another movie night to be held December 21st at the firehouse, thanks to the fire department for donating the use of their building. The recycling issue, Litwiller will do some more checking into prices and options. Organizations that might donate to the park for work or equipment, meeting adjourned at 8:26 p.m.

OLD BUSINESS:

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MET TOWER: MOTION: Streit made a motion to enter into an agreement with the Farnsworth Group for the purpose of pursuing grant funds to construct a MET tower, at a cost to the Village of up to \$5,000, with \$3,500 to be spent initially, and the remaining \$1,500 to be spent only upon the successful grant of funds, seconded by Litwiller. VOTING: Greek, yes; Clack, yes; Tholen, yes; Harshbarger, yes; Litwiller, yes; Streit, yes; motion carried.

ORDINANCE BOOK: Streit is reviewing retyped ordinance book. An electronic copy of the file will be on hand with the Village Clerk through next month's meeting, when the committee will do a final review and recommend that it be approved.

HABITAT FOR HUMANITY: Tyson Winger has recommended to the Village that the property currently owned by the Village at the end of W. Cedar Avenue, be sold to Habitat for Humanity for the purpose of constructing a new home. The Board agreed to pursue this recommendation.

SPEED LIMIT 20 MPH E. CENTRAL AVE.: Mayor Wallace requested an ordinance be drafted to be approved at the next monthly meeting to lower the speed limit to 20 mph on E. Central Avenue.

RESCIND MOTION FUND ACCOUNT TRANSFER & MAKE NEW MOTION: MOTION: Clack made a motion to rescind motion to stop the monthly transfer from 5100 to 5900 for \$2,500, seconded by Streit. VOTING: Litwiller, yes; Harshbarger, yes; Greek, yes; Tholen, yes; Streit, yes; Clack, yes; motion carried. **MOTION:** Clack made a motion to stop the monthly transfer of \$450 from 5100 to 5900, effective in October 2008, seconded by Tholen. VOTING: Harshbarger, yes; Greek, yes; Litwiller, yes; Streit, yes; Tholen, yes; Clack, yes; motion carried.

NEW BUSINESS:

MEAT MARKET: Tyson Winger introduced the new owner of the Meat Market, Kenny Johnson of Decatur, Illinois. Johnson hopes to be open in the near future.

WATER ABATEMENT: MOTION: Streit made a motion that the Village of Atwood abates the water and sewer bill for one year from date of opening for Atwood Processing, owner Kenny Johnson, seconded by Litwiller. VOTING: Tholen, yes; Clack, yes; Harshbarger, yes; Greek, yes; Litwiller, yes; Streit, yes; motion carried.

2009 BOARD MEETINGS: MOTION: Greek made a motion that the Village Board meetings be held on the third Monday of every month with the exceptions of January's meeting will be held on Tuesday the 20th, February's meeting will be held on Tuesday the 17th and April's meeting will be held on the 27th the fourth Monday of the month, seconded by Streit. VOTING: Clack, yes; Litwiller, yes; Tholen, yes; Harshbarger, yes; Streit, yes; Greek, yes; motion carried.

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WASTEWATER PLANT ENGINEERING: MOTION: Greek made a motion to authorize Farnsworth Group to draft the contract documents and perform the bidding services for the wastewater treatment plant influent pump station replacement at an estimated cost to complete this work at \$3,500 and will be completed on a time and materials basis, seconded by Tholen. VOTING: Streit, yes; Clack, yes; Litwiller, yes; Harshbarger, Tholen, yes; Greek, yes; motion carried.

CHRISTMAS NEEDY FUND: Mayor Wallace read the letter from the Atwood-Hammond Christmas Needy Fund. The board took no action. Tabled.

CHRISTMAS BONUSES: MOTION: Streit made a motion that the employees who have worked 1000 or more hours this calendar year be given a \$180 Christmas Bonus and those who have worked between 500 and 999 hours in this calendar year be given a \$50 Christmas Bonus, seconded by Clack. VOTING: Greek, yes; Tholen, yes; Harshbarger, yes; Litwiller, yes; Clack, yes; Streit, yes; motion carried.

FLOOD PLAIN MEETING IN MONTICELLO: Mayor Wallace attended a meeting on mapping the flood water areas. This will be at no cost to the village. The flood plain maps will be able to be accessed on the internet. Changes or updates can also be made over the internet.

THANK YOU: Mayor Wallace read a thank you to the Village received from the Atwood-Hammond Marching Rajahs.

CHECK MUZAK SYSTEM OUT: Streit and Wingler will check the Muzak system out and the costs involved in running it again.

REVIEW & PAYMENT OF INVOICES: MOTION: Clack made a motion to accept the bills for payment as received, seconded by Harshbarger. VOTING: Tholen, yes; Harshbarger, yes; Litwiller, yes; Streit, yes; Greek, yes; Clack, yes; motion carried.

HABITAT: Roger Harshbarger, a representative for Habitat for Humanity thanked Tyson Wingler and the Village Board with very much appreciation for working on getting a lot to build a Habitat home.

STREET EMPLOYEES: Streit complimented the street employees on a very good job on the uptown cleanup. Uptown looks nice, needs regular upkeep and still things to do.

FAMILY SHOPPE: Water still stands in front of entry door. Work on next spring. Will have to tear out the concrete walk and slant it away from the building.

ADJOUR: MOTION: Greek made a motion to adjourn, seconded by Litwiller. VOTING: All aye; motion carried.

Cindy L. Ard
Village Clerk

Ronald E. Wallace
Village President