

## MINUTES

### RIVERTON VILLAGE BOARD

Riverton, IL.

The President and the Board of Trustees of the Village of Riverton held their regular board meeting on May 20, 2009 at the Riverton Village Hall, Riverton, IL.

The meeting was called to order at 7:00 PM. Those answering roll call: Mayor Todd; Clerk Blissett; Trustees: J. Rader, Black, Faires, Pottier, Bartley and Raycraft. Also in attendance were: Supt. Stone, Off. Mgr. Viola, Chief Smith, Treasurer Laffey and Atty. Myers. Guests included: Ralph Willoughby, Shayla Curll, Doug & Ann Lascody, Pam, Angela Harris, Tyler Abbott, Heather Ethell, Jim Good and Alex Lyons. Tiffany McCullough and Mary Jo Nation of the village office were also here.

Trustee Faires made a motion to accept the minutes and pay the bills. It was seconded by Trustee J. Rader. Trustees J. Rader, Black, Faires, Pottier, Bartley and Raycraft voted yes.

Shayla Curll came before the Board to discuss her utility bill. She stated that she is being charged for something that she doesn't owe. The bill was in her boyfriend's name. Trustee Rader explained that she wrote the check on the other account then cancelled the check. He stated that that makes it insufficient funds and we can't do anything about that part of it. That check was considered a bad check. She stated that she feels that it should have been charged to that other account, not hers. The check was wrote on the old account, not the new account. But, when the bill got changed over on the new account, the check was charged to her account because it had her name on it. Her name wasn't on the other account, so it was applied to her account. Mayor Todd stated that we will have to go with the decision of the Board.

Mr. Ralph Willoughby came to the Board to discuss the IMEA. He had a question about what we owed for signing late. He wondered if it were true that we are going to be billed one point five million dollars for signing late. Is everyone going to be charged \$8.00 extra a month for 12 years, and will the high usage fee will be around 14%? He also asked if this was coming out of Kentucky. Trustee Pottier stated that he doesn't have the figures in front of him, and he would be glad to get back to him on this. He stated that he doesn't know if those numbers are right or wrong. He stated that we did look over that contract. Mr. Willoughby stated that this for the late charge. Off. Mgr. Viola stated that that was the document that was sent to us. She stated that after 12 years, it will be \$1.5 million dollars. She stated that she gave everyone a copy. She stated that was part of the deal. Mr. Willoughby stated that he thinks the 14% usage fee for a high electric rate will be a hardship on the old people. Trustee Pottier stated that he isn't sure about that figure. Trustee Faires explained what it was and how it could get to high usage. Mr. Willoughby stated that it was that if we got into high usage. Trustee Faires stated that that is if it goes over, that is an if. Mr. Willoughby explained how he got the figures. Trustee Pottier asked him to put his questions in writing and he would try answer them. Mr. Willoughby asked where the electricity comes from. Trustee Pottier explained that all utility companies usually buy off the grid. The purchases can come from several different companies. Mr. Willoughby stated that this doesn't look like a very good deal to him. Trustee Pottier explained that when they went over the deal, it looked pretty good to him. It was noted that AMERON was lowering rates right now.

Doug Lascody and his mom, Ann came to the Board to look at getting a liquor license so they can open up a banquet hall. Clerk Blissett asked the attorney about what needed to be done. As of

right now, we don't have a banquet hall liquor license that only serves alcohol when there is a party of some sort. Atty. Myers explained that he has faced this issue before. We would create a license that would allow you to sell beer by the pitcher, or wine by the bottle. The patrons could pour their own. Mayor Todd stated that there will probably also be a full bar. Mr. Lascody stated that is what he would want, is a full bar with alcohol. Atty. Myers stated that we can figure it out. He went over some ideas with Mr. Lascody. Trustee Pottier asked if there was a hurry for this. Mr. Lascody stated that it wouldn't be until mid August. There was some discussion about whether we have an open license. It was noted that we would have to create a banquet hall license. There was more discussion on what kind of alcohol would be served, and whether it would be beer by the keg and wine by the bottle. Atty. Myers discussion the fee. They also discussed whether it would be an open bar when there wasn't a booking. They do not want to run a bar. It would be strictly for banquets and certain bookings. They went over the how the license reads for Chatham. Atty. Myers explained the wording, and discussed control and the dispensing of the alcohol. Atty. Myers will draft up an ordinance.

Pam Roesler and Angela Harris, Recycling Coordinator of Sangamon County, came before the Board to give out an award for the efforts that were put out for recycling in Riverton. This year a recycling award goes to the Riverton Middle School for their efforts in recycling. Those accepting the award were Tyler Abbott, who suggested to Mrs. Roesler that the middle school recycles and she could give the award to the middle school, and Heather Ethell, a teacher at the middle school. Mrs. Roesler presented the award to Tyler and Mrs. Ethell for the middle school. Ms. Harris also recognized County Board member, Jim Good, who was also in attendance, who represents the Sangamon County Solid Waste Management Comm.

Alex Lyons, of Clearlake Twp. came before the Board as a representative of the Riverton Athletic Club to see about getting permission to hold a party for the 4<sup>th</sup> of July and also getting money for the fireworks. Trustee Faires noted that he thought we did put a notation in an ordinance for this event. It will be check into. Mr. Lyons asked for \$1500 for the fire works. He did state that they could think about it. Trustee Rader stated that we did address it already. Trustee Faires made a motion to give \$1500 to the AC Club for fireworks. It was seconded by Trustee Pottier. Trustees Rader, Black, Faires, Pottier, Bartley and Raycraft voted yes, to make sure it was covered.

Trustee Pottier brought forth the ordinance to change the billing dates for utilities. He stated that the Admin. Comm. met last week and it was the consensus that committee to go with the proposal that Mary Jo Nation and Tiffany McCullough put together with the exception of the due date. They wanted the 15<sup>th</sup>. Right now it is due the 20<sup>th</sup>. There was some discussion about the 16<sup>th</sup>. Trustee Faires talked to girls in the office. He stated that he would like to leave it at the 20<sup>th</sup>. He didn't have a problem with changing anything in the office, but he feels that a lot of people are on fixed incomes, direct deposits and other things. His preference is to keep it on the 20<sup>th</sup> and see if we can work around it. He noted that one woman is usually answering the drive-up window quite a bit during peak time. We could move her work station up to the window so she doesn't have to keep getting up and down. Also if we got into a crunch, and the they had to work over or something, we could offer comp time or something to make up for it. He would like it to stay until we work out all options.

Mary Jo Nation and Tiffany McCullough discussed their reasons why they think it should be changed. Mary Jo stated that by reading the 3<sup>rd</sup> week of the month, there is no way they can get the reads, check, do the re-reads and collect payments done all at the same time. Mary Jo explained that this month, the men read on the 18<sup>th</sup>. The office collects money up until the 21<sup>st</sup>. It usually takes all day to post them. They then run the late fees on the 22<sup>nd</sup>. If they change it and do the 17<sup>th</sup>, they are tying up the whole week of the 20<sup>th</sup>. They would have to enter the reads on the week of the 25<sup>th</sup>. So then they are running a week behind. They are calculating the bills and they

go out the next week. If they change it to the 17<sup>th</sup>, we are tying up the 18<sup>th</sup> and part of 19<sup>th</sup>, so they are only running two days behind. She went on to explain how she thinks it would work. She feels that we won't be collecting 2 months behind. We will only be 1 month behind. Trustee Faires stated that they did a very good job of presenting their idea and they did a lot of work, but he still feels that we shouldn't change the due date of the 20<sup>th</sup>, at least not right now. The Board went over some ideas on how to help it along. Trustee Rader stated that if we are going to make a change, going to the 17<sup>th</sup> wouldn't be that big of change or an imposition. He feels that it would help the girls in the office. He also feels that we are trying to cut the budget, so he is not sure of the overtime. He stated that he has said before, that by waiting as long as we do, the residents get further behind and it gives them a chance to move and not pay. Trustee Black stated that she agrees. Mayor Todd also feels that we need to shorten the time. They also discussed the issue of no shut-offs in the winter. Trustee Bartley discussed the advantages and disadvantages. He stated that changing the billing, read dates, etc. are what could make our billing more up to date. But after all this, are we going to be back here because this didn't fix it. Mary Jo stated that ideally it looks like it will work. There are no guarantees.

Trustee Bartley also discussed changing the cut off temperature in the winter. Could we turn them off sooner. No. The temperature cut-off will go up to 32 degrees instead of 20 degrees. He stated that we are trying to give us more cash flow and speed up the time, but by raising the temperature, we are giving more time for someone not to pay, thus slowing our cash flow. There was a discussion on how to get the word out. We would also have to have some lee-way on giving the residents a chance to get use to paying by a different day. It was mentioned phasing it in over a few months. Trustee Bartley asked if they had a plan on how to do this. Mary Jo explained how it will work. She also explained that they would like to do this over the next two months because the residents won't be using much electricity and gas because of the low temperatures. The temperature was also discussed, whether to raise the temperature to 32 or leave it at 20. After more discussion, Atty. Myers stated that he would recheck the ICC mandate. Trustee Rader stated that we can do whatever the ICC says. Atty. Myers stated that we don't have to do anything and the ICC will be mandate the temperature. Atty. Myers will look it over and bring it back. Trustee Pottier made a motion to pass Ord. #2009-012 Amending Section 50C of the Code of Ordinances of the Village of Riverton. It was seconded by Trustee Rader. Trustees Rader, Black, Faires, Pottier, Bartley and Raycraft voted yes. Trustee Pottier thanked the Board and the girls for all their time and input. Mayor Todd suggested that we try very hard to make the public aware of what we are doing. Trustee Rader suggested that we be lenient on the first couple of months. The Board suggested that we don't charge any late payments until after the 20<sup>th</sup> on those first two months.

Supt. Stone reported that the owner of Petersburg Plumbing & Heating called. He stated that he understood that they were going to accept the revised plan for the Washington St. sewer. Trustee Pottier also stated that he asked about materials that we are going to use and we need something about payment. Off. Mgr. Viola stated that only 3 houses out of the original survey won't be on the line, so the grant should be good. Trustee Bartley stated that we have sent the proposal to them. He stated that they need to state what materials that they are going to use from the first job and which ones they aren't. They then need to revised their billing statements on what materials we aren't using and what they are taking back. Trustee Bartley stated that we need a signed contract. Supt. Stone stated that he told the owner that we need to know which materials they are keeping for the job and a signed contract, then they will get paid. Off. Mgr. Viola stated that she would wait until we get a contract. Atty. Myers stated that when we get our new contract and it has been looked over, then they can send us a bill for the work done under the new contract. Then we will pay it. Supt. Stone will follow up. Atty. Myers suggested that we also talk with Lisa Kramer, of Hansen's Eng., about the contracts.

Trustee Bartley explained about the bid opening for the water plant. He stated that there is one major supplier that needed an extension. So that put the bid opening back until Thursday, 21<sup>st</sup>. It was noted that the village office hasn't received anything yet. Supt. Stone stated that he was reading some of the names of the companies that are answering the bids. He doesn't know some of them. He wants us to be very aware of who we are using. Everything we have had has always been General Filter.

Mayor Todd asked what happens if we don't get the bids. Trustee Rader stated that we need to ask our engineer why we didn't get any bids. Mayor Todd stated that we need to look at the cost that we spent on engineers to do all this, and then re-evaluate the situation. It was noted that sometime that is how it happens. They all come in at the last minute.

Supt. Stone asked that because of this change, will it have to go back to the EPA for a construction permit? Trustee Bartley ask if they have change it enough to warrant it. Mayor Todd stated that he does have some concerns. Trustee Rader stated that he does too. Atty. Myers suggested that we e-mail the engineer about the EPA.

Trustee Rader stated that someone questioned him about the plans and the electric hook-ups. Trustee Rader stated that when he checked, there were no plans for the electrical schematics or even a hint of where a hook-up could be. He stated that he is really concerned about this. There were other things that were troubling.

Supt. Stone stated that he would like to know what plants Mr. Martin has designed. The Board would like to check references.

Mr. Willoughby asked what we have paid. The total bill so far is around \$60,000 for engineering.

Off. Mgr. Viola discussed IMRF. She stated that she has talked with Clearlake and they went out and secured a loan to pay for their's. It wasn't has much as ours. She stated that she is not sure how to approach it. Should we get a loan, or paying a large payment at the end of the year for several years. Trustee Rader stated that he has talked with Off. Mgr. Viola about this and they discussed putting so much money in the bank every month and then paying on payment at the end of the year. It would let our money work for us. Mayor Todd asked what are we going to make on interest, and would it be wiser to take out a loan so we don't get hit with a penalty if we don't pay it off right away. Off. Mgr. Viola stated that we don't get penalized on a balance. If it was a negative balance, then we will get a penalty. She stated that there is a meeting coming up and she is going to go. Mayor Todd stated that that is the reason Clearlake took out a loan because it was going to be cheaper then putting the money in the bank and paying it slowly. Off. Mgr. Viola stated that as long as we pay the negative balance, we won't have to pay a penalty on the rest. She stated that we will have to budget the money. After more discussion, the Board will wait until we get more accurate numbers to proceed further. Mayor Todd stated that we will look over the best option that will save us the most money.

Trustee Bartley discussed the change order for ACE Contracting for work done at Douglas Ave. There is a change order that needs to be done. They will need to replace some old concrete so it will match up with the new concrete. The cost is \$4571.28. Trustee Bartley made a motion to pass Ord. #2009-013 Approving a Change Order for ACE Contracting of Illinois. It was seconded by Trustee Faires. Trustees Rader, Black, Faires, Pottier, Bartley and Raycraft voted yes.

Next, this ordinance also deals with Douglas Ave. This is for contracting for engineering over sight. Trustee Bartley made a motion to pass Ord. #2009-014 Approving an Agreement with Martin Engineering Co. of Illinois. It was seconded by Trustee Pottier. Trustees Rader, Black, Faires, Pottier, Bartley and Raycraft voted yes.

Supt. Stone reported that they are testing the concrete every time they pour.

Next, the ordinance to approve salaries was brought forth. Trustee Bartley made a motion to pass Ord. #2009-015 Approving Salaries for the Fiscal Year Beginning May 1, 2009 and Ending April

30, 2010. Trustee Faires seconded it. Trustees Rader, Black, Faires, Pottier, Bartley and Raycraft voted yes.

Off. Mgr. Viola gave everyone a copy of the budget. Treasurer Laffey stated that they took last year's budget and based the numbers on it. There are several blanks that need filled in. He would like to meet with the departments and go over their budgets and see what needs to be done. He stated that the biggest shocks will be utility rates. Off. Mgr. Viola went over some of the rates for benefits and salaries. Trustee Bartley asked how did they get the increase. Treasurer Laffey stated that he didn't follow any set rate. If they line items went up before, they raised them. If they went down, they lowered them. Off. Mgr. Viola stated that we will have to look at the utility rates and see how they will have to be adjusted.

Trustee Pottier asked Treasurer Laffey if they could have some kind of spread sheet. He explained what he would like. He asked if they were using the utility rate ordinance that was passed a couple of years ago. The Utility Comm. is suppose to meet in Nov. and adjust the rates if needed. Trustee Bartley stated that there is a set index that the Board is to go by if they don't pass anything different. It is not clear whether that was done last year or not. The section was read from code book. It will be an adjustment of base rate.

Off. Mgr. Viola stated that we need to decide how to base the rate we charge and on what months should be used. She and Trustee Pottier discussed how to base it. He assumed that they had a consensus on how to do it. But, he stated that apparently they don't because there are still some questions. Mayor Todd stated that we can do it each way and see how it comes out.

Supt. Stone gave the Board a copy of his written report (see attached). He also discussed some purchases that are needed. He is not sure of the budget. We need a pressure washer as our equipment gets very dirty. Weed killer is needed. We use a lot of it. Also athletic dirt is needed for Center Park. He stated that we tried to get it last year, but the weather never cooperated. He is not sure it is available now. We also need a stationary generator. The one we have is not working properly. He doesn't know how much it will cost to fix it. They are going to come out and start with parts to see what needs fixing. It could cost anywhere from \$15.00 on up. There was a discussion, and an agreement that one needs to be brought, on the pressure washer. The cheapest one that they looked at is \$2600. It is 2700 PSI and is a steam and cleaning machine. It was also noted that we need the weed killer.

Trustee Pottier motion to grant Supt. Stone permission to spend in the fiscal year in 2010 for pressure washer, Round-up, athletic dirt up to \$3900 with an additional and not to exceed \$4331.37. It was seconded by Trustee Faires. Trustees Rader, Black, Faires, Pottier, Bartley and Raycraft voted yes. Mayor Todd asked about labor. Supt. Stone stated it is based on the max.

Mayor Todd and the board members thanked Supt. Stone and John Hughes for their work on the pond and lights. Also there was thanks for the new look on the desks for the board members.

Chief Smith gave the Board a copy of his written report (see attached). He discussed a letter he received about parking on Jefferson St. in front of the school. An anonymous resident felt that it is no parking area and no one should be parking there. At one time it was designated as a no parking zone when the kids entered and left by that side. Now they are on the other side. Do we want to keep it a no parking area? Teachers are parking there now. It was noted that some little kids do come out on that side. We could keep it no parking from the door to the stop sign. Atty. Myers will draft an ordinance.

Chief Smith also discussed an ordinance that Springfield has concerning a resident or residency nuisances. We had an resident that was a problem. This ordinance gives the municipality the authority to file charges if the cops have to go the house more then two time for problems. Chief Smith explained that if we make the landlord responsible for actions of the resident that is causing

the problems, we can do something about it. Trustee Pottier asked about a person that owns the property. Chief Smith stated that we can go after them also. We can file an injunction against them. Atty. Myers stated that this ordinance is basically addressing tenants. He also sees a major problem with it. Springfield is home rule and we aren't home rule. He is not sure a non home rule municipality can regulate certain things, some things maybe. He will look into it though. Trustee Rader asked if just some of these things could be regulated. Chief Smith stated that it could help, but it will only be as good as the Board wants to enforce. We need to enforce what we have. If we cite someone then we need to follow through. If that means going to court, then we will have to do it. Atty. Myers explained that our ordinances pertain to property violations, like weeds, junk and etc. mostly. This ordinance will pertain more to criminal activity. Atty. Myers stated that he would check into it.

Chief Smith also discussed the program "Test My Teen". He explained how it works. You can get a voucher to get a drug test kit and test your kids for drugs. It doesn't cost us anything. You can purchase the kit over the counter with a voucher, which will be given to us to give out. Mayor Todd asked if there is anyway we could have to pay for this. Chief Smith stated that he did ask about all that and was told under no circumstance will we have to pay for this. We would be given vouchers worth \$5000 and it is to promote this company and their drug test kit.

Off. Mgr. Viola stated that she will be putting in the rest of the budget this week.

Trustee Raycraft stated that the flag at Center Park will be retired by the boy scouts because it is old. She will need funding for a new flag and rope. The Board okayed it and Supt. Stone will see that it gets up.

Trustee Bartley reported that Douglas is progressing nicely. The rain has halted some work. It should be done by next week.

He also reported that he is doing some researching on the "safe routes to schools" and it is 100% reimbursement program. He stated we will have to put together a program by Oct. He has contacted the schools and they are in support. Mayor Todd stated that the mayor of Sherman stated that we can call on him also, as they just received a grant.

Trustee Pottier asked about putting out recycling materials out for the parking lot for the Field of Dreams. Supt. Stone stated that as soon as the weather agrees, it will be done, and we need to work with the township when they have time.

Trustee Faires thanked the employees for the flags that are up around town and for the work done on the pond.

The Board took a break at 9:17 PM until 9.21 PM and then went into closed session at 9:21 PM with a motion by Trustee Faires and a seconded by Trustee Bartley. This meeting is closed pursuant to Chapter 102, paragraph 42, of the Illinois Revised Statues of the Open Meeting Act regarding pending litigation, union negotiations and personnel issues.

The Board returned to open session at 10:00 PM with a motion from Trustee Bartley and a second by Trustee Pottier.

Trustee Bartley made a motion to authorize Atty. John Myers to contact the litigant and notify them that we will extend the date until Jan. 1<sup>st</sup> to cover the maintenance at Lucky Horseshoe Trailer Court. It was seconded by Trustee Faires. Trustees Rader, Black, Faires, Pottier, Bartley and Raycraft voted yes.

Trustee Bartley made a motion to adjourn at 10:02 PM. It was seconded by Trustee Pottier. All agreed.

\_\_\_\_\_ Mayor

\_\_\_\_\_ Date

\_\_\_\_\_ Clerk