

**Thomasboro Village Board of Trustees
Regular Board Meeting
January 5, 2015**

*Thomasboro Village Hall
101 W. Main Street, Thomasboro, Illinois*

A Regular Meeting of the Board of Trustees of the Village of Thomasboro was held on Monday, January 5, 2015, President Brad Morris presiding. President Morris called the meeting to order at 7:00pm.

Roll Call

The Village Clerk called the roll, finding the following members physically present: Village President Brad Morris; and Trustees Joe Wilson, Kim Ratts, Anthony Grilo, Kyle Henegar, and Anna Martin. Trustee Jeff Robertson was absent.

Other Village officials present: Leon Albers, Treasurer; Keith Willis, Chief of Police; Jay Arnold, Public Works Superintendent; Laurel Zook, ESDA Coordinator; and Jeremy Reale, Village Clerk.

Pledge of Allegiance

Following roll call, the Pledge of Allegiance was recited.

Discussion/Approval of Minutes of Previous Meeting

Trustee Grilo moved to approve the minutes of the December 1, 2014 regular meeting, as prepared. Trustee Henegar seconded the motion. Motion carried, all present voting "aye".

Presentation of Bills

Trustee Grilo questioned the additional invoice for the amount of \$1,585.00 had been received from Berns, Clancy & Associates for work associated with the review of filter media test results. Greg Gustafson stated that this would be the engineer's final bill for the project, as the investigation portion was now complete.

Following review and discussion of the monthly bills, Trustee Grilo moved to approve the payment of the bills listed and the regular bills yet to be received. Trustee Wilson seconded the motion.

The Village Clerk called the roll:

YEAS: Wilson, Ratts, Grilo, Henegar, and Martin – 5
NAYS: None – 0
ABSENT: Robertson – 1

Motion carried by roll call vote of 5 to 0, with 1 member absent.

Committee Reports

Police & Safety: The monthly activity report was presented. Chief Willis reported that the new 2015 Ford Explorer squad was now in service. He added that the department was in the final stages of setting up the e-crash reporting system, which will be used for all accident reports. Trustee Grilo complimented the appearance of the new squad vehicle, asking if there had been any thought given to similarly detailing the existing black squad car. Chief Willis responded that

he preferred to maintain one unmarked vehicle, adding that it was not uncommon for law enforcement departments to have unmarked cars to use when on administrative detail.

Personnel: No report.

Building Permit & Liquor License: Chair Martin reported that a building permit had been issued for the construction of a 50' x 64' pole building at 500 N. Church Street. This new building would be used by Petmecky Tree Service for office space and storage of vehicles and equipment.

Health, Sanitation & Public Relations: No report.

Waterworks & Sewer: Mr. Gustafson presented the test results for the filter media at the water treatment plant. He discussed the situation with the four pressure filters at the plant used to precipitate out iron and manganese. These filters were installed between 1967 and 1973, and had not been addressed in nearly thirty years. The engineer's review of the test results had led to the conclusion that the media had served its useful life and needed to be replaced; however, Mr. Gustafson noted that this was not seen as an emergency situation for the Village. He stressed that the water being produced by the Village was fully in compliance; the major issue involved performance, in that the current situation caused the filters and pumps to work harder and use more water. He also discussed the analysis of radium levels in the Village's water source, noting that further study would be needed to determine the options available to the Village for the appropriate disposal of any radium waste. The cost estimates for the replacement of the filter media currently ranged from \$36,000.00 to \$48,000.00; however, these figures did not include any costs associated with the disposal of the radium waste. Mr. Gustafson told the trustees that Village officials would need to factor in the timeline for the bidding process and for the actual completion of the project in order to increase the amount of competitive bids. Following discussion, the consensus of the Board was to continue investigating options for the project and have Mr. Gustafson report back at the February meeting.

Streets & Alleys: Chair Henegar reported that he had communicated with officials from the Canadian National Railroad about the possibility of obtaining an easement for the northward extension of Thomas Street. The Village had been sent an application for the lease of property, which would require any new roadway to be 50ft off of the center of the railroad tracks. He added that there would be a \$750.00 non-refundable application fee. Trustee Grilo suggested that Village officials should first go to the site to take measurements to determine whether there would be sufficient area to construct a street. President Morris added that this potential project should also be discussed with the affected landowners before commencing with the application process. Mr. Arnold was directed to follow up on these items.

Civil Defense & Parks: Chair Ratts reported that siren testing would be conducted tomorrow, weather permitting.

Old Business

A) Update on speed limit signage installation

President Morris reported that some of new signage had been posted; however, the Village was still awaiting the delivery of additional 25mph signage and the "Children at Play" signs that had been ordered for certain locations.

New Business

A) Discussion/Approval of bonus payments for Village personnel

Trustee Grilo moved to authorize bonus payments in the amount of \$100.00 for Jay Arnold, Keith Willis, Leon Albers, and Jeremy Reale, and bonuses of \$50.00 for all other part-time personnel. Trustee Henegar seconded the motion.

The Village Clerk called the roll:

YEAS: Wilson, Ratts, Grilo, Henegar, and Martin – 5
NAYS: None – 0
ABSENT: Robertson – 1

Motion carried by roll call vote of 5 to 0, with 1 member absent.

B) Discussion/Approval of annual audit report

Mr. Albers distributed copies of the final audit report, as prepared by Bray, Drake, Liles and Richardson. He noted that the auditors had not reported finding any material weaknesses or significant accounting deficiencies in the course of their review of Village finances.

Trustee Henegar moved to approve the annual audit report, as presented. Trustee Grilo seconded the motion.

The Village Clerk called the roll:

YEAS: Wilson, Ratts, Grilo, Henegar, and Martin – 5
NAYS: None – 0
ABSENT: Robertson – 1

Motion carried by roll call vote of 5 to 0, with 1 member absent.

C) Discussion on application for USDA Rural Development grant for Commercial Street improvements

President Morris noted that the Village had briefly investigated the same grant in 2014; however, there had not been sufficient time to prepare the necessary documentation prior to the application deadline. He stated that the application for 2015 would be due in March, adding that he had asked some of the trustees to assist him in obtaining letters of support from the local business community to supplement the Village's application. He also stated that the Village was trying to work out an agreement with Premier Cooperative whereby the elevator would commit to matching any grant funds to be used toward the improvement of Commercial Street.

D) Discussion/Approval of creating part-time office manager position for Village Hall and amending job description for Village Clerk to eliminate accounting duties

President Morris reported that Mr. Reale had accepted a full-time position outside of the Village and would therefore no longer be able to maintain regular office hours at Village Hall. Both Mr. Albers and Mr. Reale had indicated their willingness to continue holding their respective positions on a part-time basis; however, an additional employee would be needed to handle the daily accounting, billing, and office-related duties that Mr. Reale had been performing. A job description for a part-time office manager was reviewed by the Board. Following discussion, the Board

directed Mr. Reale to prepare an advertisement for the job opening to be run in the News-Gazette and Rantoul Press, with a closing date of January 22, 2015. Interviews would be conducted during a special meeting on January 26, 2015 at 6:00pm. At that time, the Board would determine the appropriate salary range for the office manager position.

- E) Trustee Grilo reported that additional problems had been found when Mr. Arnold had the generator at the water treatment plant serviced in December. It was expected to cost approximately \$2,600.00 to complete the repairs, which was more than had been initially anticipated.
- F) Trustee Grilo discussed the recent local news stories about the Champaign County Housing Authority approaching different communities with proposals to construct senior housing units. He stated that he had met with housing authority officials about the requirements for the program, tenant specifications, and drawings of the housing units proposed for both Gifford and Fisher. He noted that the Village may be approached by the group with more information on possible opportunities for Thomasboro in the future.

Comments and Questions from the Audience

None.

Treasurers Report

There were no comments regarding the Treasurer's Report.

Adjournment

There being no further business to come before the Board, Trustee Henegar moved to adjourn the meeting. Trustee Grilo seconded the motion. Motion carried viva voce vote.

The meeting was adjourned at 8:07pm.

Respectfully submitted,

Jeremy A. Reale, Village Clerk

The undersigned Village Clerk of the Village of Thomasboro, Illinois, does hereby certify that the foregoing minutes are a true and correct copy of the approved minutes of the Regular Meeting of the Board of Trustees held January 5, 2015, as the same appears on the records of the Village now in my custody and keeping.

Village Clerk