

**Thomasboro Village Board of Trustees
Regular Board Meeting
December 1, 2014**

*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, December 1, 2014, 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 Jeff Robertson, Kim Ratts, Kyle Henegar, and Anna Martin. Trustee Joe Wilson was absent. Trustee Anthony Grilo arrived at 7:02pm

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 Robertson moved to approve the minutes of the November 3, 2014 regular meeting, as prepared. Trustee Henegar seconded the motion. Motion carried, all present voting "aye".

Presentation of Bills

Mr. Albers reported that the Village had received an invoice from Bray, Drake, Liles & Richardson for their services in performing the annual audit. He added that he had received a draft audit report for review and anticipated that a final report would be made available for the approval of the Board in January. He noted that the firm had required much more extensive information from the Village than had been requested from the previous auditor, and he thanked Mr. Reale for assisting him in compiling the necessary documents and figures. President Morris commented that the total invoice amount was \$4,500.00, which was considerably less than the Village had spent for auditing services in the past.

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 Robertson seconded the motion.

The Village Clerk called the roll:

YEAS:	Robertson, Ratts, Grilo, Henegar, and Martin – 5
NAYS:	None – 0
ABSENT:	Wilson – 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 also reported that the new squad vehicle should be in service within the next few weeks. At the present time, he was still awaiting the installation of the radio console.

1) Evaluation of code enforcement position

Chief Willis presented the code enforcement activity summary for the month of November as well as a comprehensive year-to-date report. President Morris discussed the positive aspects of having a staff position dedicated to proactively addressing code enforcement issues, noting that several problem areas had been brought into compliance within the last six months. He added that Ms. Ward had also supervised public service workers on several community projects during the summer months. Trustee Grilo agreed that it was beneficial to have a point person to address these issues; however, he felt this could just as easily be handled by a police officer. Chief Willis reiterated that the Village was served by a part-time police department with a limited amount of working hours to address the relatively high amount of activity for the community. As such, officers would not have sufficient time to dedicate to code enforcement cases and follow-up in a quality manner. President Morris noted that the position was funded from video gaming revenues and the approximately \$4,000.00 in annual gross wages for Ms. Ward was well under the total expected revenue from that source. The Board also discussed the fact that code enforcement efforts had concentrated on working in cooperation with property owners to remedy issues rather than simply writing citations. Following discussion, the consensus was to continue the position.

Personnel: No report.

Building Permit & Liquor License: Trustee Grilo noted that the abandoned house at 604 West Park Street had recently been purchased and the new owners were in the process of rehabilitating the structure. He stated that there had previously been major structural and environmental health issues with the home and asked if the Village should dispatch the code enforcer to the property to ensure that proper repairs were being made. It was noted that the Village did not have a qualified building inspector on staff to appropriately investigate these issues. President Morris would consult with the Village Attorney on possible options available to the Village to address the rehabilitation of the property.

Health, Sanitation & Public Relations: No report.

Waterworks & Sewer: Mr. Arnold reported that the Village had received the results from the laboratory evaluation of the treatment plant filter media. An unexpected result from the testing showed the presence of high levels of radium, which would need to be addressed in the near future. He stated that he had received two quotes for the replacement of the filter media ranging from \$35,000.00 to \$48,000.00. Mr. Gustafson would be willing to come to a meeting to provide an explanation of the test results and discuss the Village's timetable and options for addressing the problem. The Board requested that Mr. Gustafson attend the regular meeting in January.

Mr. Arnold also reported that the EPA had completed an inspection of the water treatment plant, resulting in a finding of one deficiency and two suggested areas for improvement. The Village had been written up for a deficiency for not submitting the required monthly reports on a timely

basis. Suggested improvements included the addition of an eye wash station and plastic apron in the plant. He stated that the Village would have time to implement these improvements. Mr. Arnold noted that he had earlier been unable to start the single-phase generator at the treatment plant this fall. When the unit was inspected, the vendor had given an estimate of \$1,271.00 to repair the non-starting generator, which would also include testing and a full inspection of the unit. It was estimated that an additional service update for the larger generator would cost \$1,100.00. There was some discussion as to whether it might be advantageous to contact other service providers to see if a better price could be obtained. Mr. Arnold responded that he could try to find additional vendors to contact for service. Given the immediate problems with the smaller generator, Mr. Arnold was directed to get it serviced as soon as possible.

Streets & Alleys: Chair Henegar reported that Mr. Arnold would be addressing the street areas in need of bump grinding and repairing potholes on Commercial Avenue near the baseball diamond. Mr. Arnold told the Board that the Village was prepared for the upcoming winter plowing and salting season.

Civil Defense & Parks: Chair Ratts reported that monthly siren testing was to be conducted on December 2, 2014.

Old Business

A) Update on status of property condemnation process

President Morris reported that he had met with Ms. Ward to review the communications between the Village and the owners of the properties located at 702 W. Morris and 501 W. Frederick. In accordance with Village ordinances, certified letters had been sent to the owners notifying them that the houses had been determined by Village officials to be uninhabitable and providing them with an opportunity to schedule a hearing before the Housing Committee to appeal the determination and discuss any potential schedule of repairs. Jansen Investments, the firm that had purchased 501 Frederick for taxes, made contact with Village officials to discuss the possibility of selling the property to the Village. Jansen was scheduled for a sale in error hearing concerning the property in mid-November and was not interested in delaying the hearing to give the Board an opportunity to discuss a possible purchase at its December meeting. Mr. Reale noted that he had spoken to a representative of the firm who indicated that it was unlikely any sale could be negotiated for less than \$10,000.00. He added that he had responded to the representative that it was unlikely the Village would entertain that purchase price, given that additional costs would be incurred for the demolition and cleanup of the property. This effectively ended the negotiations between the two parties. President Morris reported that efforts to communicate with the owner of 702 W. Morris had thus far been unsuccessful; however, Village officials would continue to pursue a possible acquisition of that property.

New Business

A) Adoption of resolution establishing a schedule of regular meetings for 2015

Mr. Reale stated that the Illinois Open Meetings Act required each government body to adopt a schedule of its regular meetings on an annual basis. This resolution would set the dates for each regular meeting of the Board of Trustees on the first Monday of each month, with the exception of September. Due to the Labor Day

holiday, the regular meeting for that month would be held on Tuesday, September 8, 2015.

Trustee Grilo moved to adopt the resolution establishing a schedule of regular meetings for 2015, as presented. Trustee Robertson seconded the motion. Motion carried, all present voting "aye".

B) Discussion on condition of North Schluter Street/access road to North Street

President Morris reported that he had received a telephone call from Fire Chief Cundiff concerning the condition of the access road from North Schluter Street to North Street. It was noted that the condition of this roadway left it virtually impassable, which posed serious potential issues for emergency responders given that the road provided the only access to the west side of the Village from the North Street rail crossing. With only two grade level crossings in town, any temporary blockage of the Central Avenue crossing would necessitate the use of North Street to access the residential areas west of the railroad. Mr. Arnold has attempted to fill the holes and grade the roadway as much as possible; however, this would not provide a long-term solution. President Morris suggested that the Village may need to open communications with the Canadian National Railroad for the possible acquisition of an easement to extend Thomas Street from its current terminus at Bradley Street northward to North Street. The consensus of the Board was that railroad officials should be contacted to see if an agreement could be developed.

C) Discussion on employee bonuses

Trustee Robertson noted that the Board had typically authorized holiday bonus payments to Village employees in previous years. As this item had not been included on the agenda for the present meeting, it was agreed that bonuses would be discussed and possibly approved at the January meeting.

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 Grilo moved to adjourn the meeting. Trustee Robertson seconded the motion. Motion carried viva voce vote.

The meeting was adjourned at 7:48pm.

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 December 1, 2014, as the same appears on the records of the Village now in my custody and keeping.

Village Clerk