

**Thomasboro Village Board of Trustees
Regular Board Meeting
July 7, 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, July 7, 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, Anthony Grilo, and Roger Rosenbeck. Trustee Joe Wilson was absent.

Other Village officials present: Leon Albers, Treasurer; Keith Willis, Chief of Police; Jay Arnold, Public Works; 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 Rosenbeck moved to approve the minutes of the June 2, 2014 regular meeting, as prepared. Trustee Grilo seconded the motion. Motion carried, all present voting "aye".

Presentation of Bills

President Morris reported that the Village had received a \$1,967.06 bill from Berns, Clancy & Associates for additional engineering work associated with the filter media evaluation at the water treatment plant. As the invoice had just been received on the date of the meeting, it had been omitted from the list of accounts payable for approval. There was some discussion on the overall cost associated with the filter project and a need for clarification as to the work and materials being charged to the Village with this latest invoice. The Board agreed to set aside the Berns Clancy bill until President Morris had an opportunity to contact Mr. Gustafson for an explanation of the charges. Trustee Grilo mentioned that the Village of Gifford had pulled out the filters from its water treatment plant when the building was torn down and the filter doors were only four years old and in very good condition. He suggested that Mr. Arnold might contact Gifford to see if these doors would be compatible with the filters at the Thomasboro plant, as this could save the Village some money.

Following a 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 Rosenbeck seconded the motion.

The Village Clerk called the roll:

YEAS: Robertson, Ratts, Grilo and Rosenbeck – 4
NAYS: None – 0
ABSENT: Wilson – 1

Motion carried by roll call vote of 4 to 0, with 1 member absent.

Committee Reports

Police & Safety: Chief Willis discussed monthly activity report, including statistics compiled by the new code enforcement officer. He also reported that Officer Smoot had given a presentation on crimes against the elderly to approximately 40 residents at the TIA Hall in June.

1) Discussion/Action on hiring Dustin Heuerman as part-time Police Officer

Chief Willis informed the Board that one of his officers was currently unable to report to work due to medical issues and he was not certain when a return could be expected. In addition, other officers had upcoming scheduled vacations which would further reduce shift coverage. Based on those factors and the need for additional manpower, he had contacted Mr. Heuerman, who had previously worked for the department for 3 years. Mr. Heuerman had expressed an interest in returning, and Chief Willis then contacted President Morris and the Police and Personnel Chairmen to inform them of the situation. No objections had been raised to bringing Officer Heuerman back on the force, and he had been patrolling for the last two weeks. Chief Willis added that he should know by tomorrow when the other officer would be expected to return to duty.

Trustee Rosenbeck moved to approve the hiring of Dustin Heuerman as a part-time Police Officer. Trustee Ratts seconded the motion.

The Village Clerk called the roll:

YEAS:	Robertson, Ratts, Grilo and Rosenbeck – 4
NAYS:	None – 0
ABSENT:	Wilson – 1

Motion carried by roll call vote of 4 to 0, with 1 member absent.

Personnel: Chair Rosenbeck reported that Mark Odum had suffered a work-related injury that would likely require him to be off the job for the remainder of the summer. In his absence, Mr. Arnold had been using his former assistant, Aaron Helregel, to help with mowing as his schedule permitted. The applications on file for the public works assistant position would be reviewed to determine whether another candidate could be hired to fill the current vacancy.

Building Permit & Liquor License: No report. It was noted that construction had begun on the new Illini FS storage building on Osborne Street.

Health, Sanitation & Public Relations: Trustee Ratts reported that the Village had received \$61.50 in proceeds from the metal recycling during the spring community cleanup day. Paul Cundiff reported on the Village sesquicentennial events held on June 13 and 14. He stated that the event had been successful and reasonably profitable for the two main sponsoring organizations. The committee would be selecting three community organizations to which donations would be made from some of the remaining proceeds. The balance would be used as seed money for the next year's street dance event, as planning had already begun for 2015. He noted that the committee would likely be looking to increase its volunteer base for future events.

Waterworks & Sewer: Chair Robertson reported that no progress had been made on the meter replacement project. Mr. Arnold reported that he had been contacted by Gasvoda & Associates with information on a new pump that included a grinder-impeller unit that could address some of the ongoing issues with debris and refuse blocking the lift station pumps. The pump has a

three-phase motor, which would require the Village to make some modifications in order for it to complement its system. Trustee Grilo noted that the Village of Gifford had experienced similar issues with blockages and had begun using a KSB pump. In the five years since going to the KSB, he reported that Village personnel had not had to pull any pumps.

Streets & Alleys: Mr. Arnold reported that the Village had received its new mower from Birkey's and it was working well, although he had not yet had an opportunity to mount the weed sprayer on it. Chair Grilo commented on some of the sections of sidewalk around the community in need of repairs and asked Mr. Arnold to compile a list of the areas in need of future improvements.

Civil Defense & Parks: Chair Ratts reported that the sirens had not been tested on the normal date in the month of July, as Ms. Zook had not been available on the first Tuesday. Monthly testing would resume its normal schedule in August.

Old Business

None.

New Business

A) Ordinance No. 589, Annual Tax Levy Ordinance

Trustee Grilo moved to pass Ordinance No. 589, an ordinance levying taxes for the Village of Thomasboro. Trustee Robertson seconded the motion.

The Village Clerk called the roll:

YEAS:	Robertson, Ratts, Grilo and Rosenbeck – 4
NAYS:	None – 0
ABSENT:	Wilson – 1

Motion carried by roll call vote of 4 to 0, with 1 member absent.

B) Discussion/Action on audit engagement letter

President Morris reported that the Village had received notification from Mike Graham that he would be reducing his clientele base and would therefore be unable to continue performing annual audits for the Village of Thomasboro and other local municipalities. Mr. Graham had in turn recommended the firm of Bray, Drake, Liles & Richardson given its familiarity with the area and its experience performing auditing services for communities such as Mahomet and Savoy. One of the firm's partners, Curtis Liles, had met with President Morris, Mr. Albers and Mr. Reale to discuss the terms of a possible engagement with the Village and to become familiar with internal procedures.

Trustee Grilo asked if the administrative officials felt comfortable with using this firm for the annual audit. Mr. Albers and Mr. Reale both signified that they were, adding that some of the current procedures may need to be slightly modified to ensure better internal controls with respect to finances and cash handling. Mr. Reale noted that the firm understands the budgetary and staffing constraints that make complete segregation of duties virtually impossible in smaller communities. President Morris also stated that the audit-related expenses were projected to be less than in previous years with Mr. Graham.

Trustee Grilo moved to authorize the execution of a letter of engagement with Bray, Drake, Liles & Richardson, LLP, for auditing services. Trustee Rosenbeck seconded the motion.

The Village Clerk called the roll:

YEAS: Robertson, Ratts, Grilo and Rosenbeck – 4
NAYS: None – 0
ABSENT: Wilson – 1

Motion carried by roll call vote of 4 to 0, with 1 member absent.

C) Discussion on North Thomas Street dump site

President Morris remarked that the area was becoming a significant eyesore for the community and the Village was looking for suggestions as to how best to address the accumulation of landscape debris and other refuse. One possible option would be to haul the materials to the recycling center in Urbana; another alternative could be to enter into a contractual relationship with the Village of Rantoul to periodically bring its chipper to dispose of the waste or conduct curbside collection. Trustee Robertson stated that he had contacted some rural property owners to identify a location where the materials could be hauled and burned; however, none had expressed any interest in providing a site. It was also suggested that the Village could contact one of the local tree trimming companies to see if they could provide some assistance with disposing of the yard waste accumulation. The Board agreed that an appropriate site should be available for residents to take yard waste, although the site off of Thomas Street was simply not practical due to its proximity to the railroad. President Morris stated that he would contact some of the local tree trimming companies, the recycling facility in Urbana, and the Village of Rantoul to discuss possible options.

Comments and Questions from the Audience

President Morris announced that Trustee W. Jake Tatar had submitted his letter of resignation, effective June 19, 2014. He stated that he anticipated naming a candidate for appointment to the vacant seat by the next regular meeting.

Treasurers Report

There were no comments regarding the Treasurer's Report.

Adjournment

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

The meeting was adjourned at 7:33pm.

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 July 7, 2014, as the same appears on the records of the Village now in my custody and keeping.

Village Clerk