

**Thomasboro Village Board of Trustees  
Regular Board Meeting  
August 4, 2014**

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*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, August 4, 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, Anthony Grilo, and Roger Rosenbeck. Trustees Joe Wilson and Kim Ratts were absent.

Other Village officials present: Leon Albers, Treasurer; Keith Willis, Chief of Police; Jay Arnold, Public Works; 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 July 7, 2014 regular meeting, as prepared. Trustee Robertson seconded the motion. Motion carried, all present voting "aye".

**Appointment of Village Trustee**

President Morris announced the appointment of Kyle Henegar to fill the vacancy created by the resignation of Trustee W. Jake Tatar. This appointment would continue until the seat could be filled by election for the remaining two years of the unexpired term in April 2015. Trustee Rosenbeck moved to approve the appointment of Kyle Henegar to the Village Board of Trustees. Trustee Grilo seconded the motion. Motion carried, all present voting "aye".

Mr. Reale administered the oath of office to Trustee Henegar, who was then seated as a member of the Village Board.

**Reorganization of Committee Assignments**

President Morris announced that he would be realigning some of the trustee committee assignments with the recent changes on the Board. Trustee Grilo would relinquish his position on the Waterworks & Sewer Committee and instead chair the Health, Sanitation & Public Relations Committee. Trustee Henegar would serve on the Waterworks & Sewer and Police & Safety Committees. President Morris stated that this arrangement would allow both trustees to serve in areas more suited to their expertise.

**Presentation of Bills**

President Morris reported that he had not received any further information from Mr. Gustafson concerning the Berns, Clancy & Associates invoice received in July. It was decided that the Village would table payment of the invoice until such time that Mr. Gustafson would be available to address questions.

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, with the stipulation that the Berns, Clancy invoice would remain unpaid. Trustee Robertson seconded the motion.

The Village Clerk called the roll:

**YEAS:** Robertson, Grilo, Henegar, and Rosenbeck – 4

**NAYS:** None – 0

**ABSENT:** Wilson and Ratts – 2

**Motion carried by roll call vote of 4 to 0, with 2 members absent.**

### **Committee Reports**

**Police & Safety:** Chief Willis discussed the monthly activity report. He also provided the Board with statistics on code enforcement cases as compiled by Ms. Ward, including detailed information on the code violation addresses and current case statuses. The general consensus of the trustees was that the program had been working well since its implementation with the new code enforcement officer this summer. Chief Willis also reported that Officer Jennifer Smoot had resigned from the department in July, leaving an opening in weekday shift coverage. The Village had received some applications through advertising the position, and there were one or two candidates that he was potentially interested in pursuing. He added that he hoped to get a new officer on board as quickly as possible so the individual would have an opportunity to work alongside Officer Heuerman before he returns to his full-time job. It was proposed that the new officer would work three weekday shifts per week for a total of 18 to 24 hours, with Officer Metzler covering the other two days. Following discussion, a joint meeting of the Police and Personnel Committees was tentatively set for August 12 at 5:00pm to interview police officer candidates.

**Personnel:** Chair Rosenbeck reported that Mr. Arnold had obtained the temporary assistance of Jim Burke to help with mowing and other public works functions during the extended absence of Mark Odum. Trustee Robertson suggested that the Board should consider hiring a full-time employee to assist Mr. Arnold, as this individual could perform more responsibilities for public works and help get caught up on the meter replacement program. He added that this might also resolve the issue with frequent turnover in the part-time public works assistant position. President Morris responded that he did not feel there would be a sufficient workload to justify hiring an additional full-time employee, adding that Mr. Odum was planning to return to work after recovering from his injury. Trustee Grilo also noted that community service workers could be used to address some of the grounds maintenance issues in the interim. The consensus of the Board was therefore to not advertise for the position at the present time.

**Building Permit & Liquor License:** No report.

**Health, Sanitation & Public Relations:** Following discussion, the consensus was to schedule the fall community cleanup date for Saturday, October 4, 2014. Mr. Reale also reported that he had received the administrative access credentials for the Village website and had been periodically updating the information on site. He would continue to work with Chair Grilo on maintaining the website.

**Waterworks & Sewer:** President Morris stated that he would contact Mr. Gustafson to arrange for him to provide the Board with an update on the filter media project.

**Streets & Alleys:** Chair Grilo asked if Mr. Arnold had developed a list of sidewalk repairs for the upcoming year. He responded that he had identified a couple of sites in need of attention.

**Civil Defense & Parks:** No report.

### **Old Business**

#### **A) Discussion on new procedures for community landscape waste disposal site**

President Morris commented that the Board needed to establish some parameters that would allow residents to be able to continue using a site to dispose of landscape waste while preventing the area from being used as a dumping ground for garbage. He noted that Mr. Arnold had been hauling some of the large accumulation of waste at the North Thomas Street site to the landscape recycling center in Urbana, and he would continue to work on clearing the area as time permitted. Trustee Grilo noted that there had at one time been some discussion about using a site near the western terminus of Central Avenue as a brush disposal area. As this was a more highly visible location, he thought this might discourage people from using the site to dump household waste. There was considerable discussion that followed concerning how to adequately police any such area to prevent rubbish from accumulating. President Morris noted that the existing Thomas Street site was problematic because it is railroad property, and the proposed Central Avenue area could meet with objections from neighboring residents. Trustee Henegar suggested that the Village could contract with a local landscape service to periodically conduct curbside pickup of brush and other landscape materials. As an alternative, he stated that the Village could provide for a secured disposal area where residents would be permitted to bring brush only at specified times when Village personnel were on site to unlock and monitor the area. Mr. Arnold was directed to erect posts and chain off the Thomas Street area to prevent further dumping at that site after it has been cleared. President Morris stated that he would contact area landscape services to obtain costs for possible curbside pickups. The Board would revisit this issue at its next regular meeting.

### **New Business**

#### **A) Update on status of nuisance properties to be inspected**

President Morris reported that three residential properties (501 Frederick, 702 Frederick, and 702 Morris) had been identified as possibly uninhabitable structures, with the Village having sent letters to the owners of record for each of the properties. The next step in the process would be to have a building inspector perform a walk-through of each property with Village personnel to determine what work needed to be completed in order to bring the homes into compliance with local ordinances. The goal was to force the owners to invest in bringing the structures up to code or to altogether eliminate the blighted properties. President Morris stated that he had contacted the Inspection Department at the Village of Rantoul about possibly using their professional staff to assist with inspections in Thomasboro. At some point in the future, the two villages may pursue an intergovernmental agreement for shared inspection services.

### **Comments and Questions from the Audience**

Mr. Jim Richardson inquired on behalf of another resident whether Village police personnel were running radar on traffic on U.S. Route 45. Chief Willis responded in the affirmative, noting that the portions of Route 45 between County Roads 2500N and 2600N were within the

corporate limits of Thomasboro. President Morris added that the Village has focused on enforcement in this area because high speed traffic had become a recurring problem on the highway. It was further noted that the majority of citations written had been for vehicles traveling 20mph or more over the posted speed limit.

Mrs. Patricia Kirby asked if the police department had considered publishing a police blotter report similar to that included in the *Rantoul Press* by the Rantoul Police Department. Chief Willis stated that he would provide a press release to the newspaper each week if the paper asked for one; however, there would be some confidentiality issues with ongoing cases. President Morris suggested that this information could be posted on the Village website. Mrs. Kirby noted that some residents may appreciate receiving information about these happenings in the community.

### **Treasurers Report**

There were no comments regarding the Treasurer's Report.

### **Executive Session**

Trustee Grilo moved to enter into Executive Session pursuant to 5 ILCS 120/2 (C) 21, for the purpose of conducting semi-annual review of Executive Session minutes as mandated under Section 2.06. Trustee Rosenbeck seconded the motion.

The Village Clerk called the roll:

<b>YEAS:</b>	Robertson, Grilo, Henegar, and Rosenbeck – 4
<b>NAYS:</b>	None – 0
<b>ABSENT:</b>	Wilson and Ratts – 2

**Motion carried by roll call vote of 4 to 0, with 2 members absent.**

The Board entered into Executive Session at 7:51pm. The Board reconvened in open session at 8:00pm.

Trustee Grilo moved to authorize the release of the minutes of Executive Sessions held on the following dates: November 28, 2012; May 28, 2013; September 17, 2013; February 3, 2014 (Personnel & Police Committees); and February 3, 2014 (Regular Board Meeting). Trustee Rosenbeck seconded the motion. Motion carried, all present voting "aye".

### **Adjournment**

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

The meeting was adjourned at 8:02pm.

Respectfully submitted,

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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 August 4, 2014, as the same appears on the records of the Village now in my custody and keeping.

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Village Clerk