

**Thomasboro Village Board of Trustees
Regular Board Meeting
June 2, 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, June 2, 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 Joe Wilson, Jeff Robertson, Kim Ratts, Anthony Grilo, and Roger Rosenbeck. Trustee W. Jake Tatar was 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 May 5, 2014 regular meeting, as prepared. Trustee Robertson seconded the motion. Motion carried, all present voting "aye".

Presentation of Bills

Following a review and discussion of the monthly bills, Trustee Wilson 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:	Wilson, Robertson, Ratts, Grilo and Rosenbeck – 5
NAYS:	None – 0
ABSENT:	Tatar – 1

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

Committee Reports

Police & Safety: Chair Wilson discussed the monthly activity report.

1) Discussion/Approval of hiring part-time Code Enforcement Officer

Chief Willis distributed a memorandum outlining the job description for the new position, as previously authorized by the Board. He stated that he had first attempted to find a local resident willing to take on the responsibilities of the code enforcement position; however, none of those contacted any expressed any interest in the opportunity. He was able to find a qualified individual from outside of Thomasboro who had indicated an interest in the position, and he had tentatively made an offer of employment subject to Board approval. Trustee Grilo asked if it would be possible to have the current police officers handle these responsibilities rather than create an additional position. Chief Willis responded that code

enforcement activities would function more efficiently being consolidated under the responsibility of one employee rather than dividing the Village up amongst the police officers as had been done in the past. He also noted that training board standards established a maximum cap on working hours for part-time police officers; therefore, he would not be able to give the weekday shift officer additional hours to concentrate on code enforcement. Chief Willis added that the position would serve an important community relations function by not having uniformed police officers approaching residents with potential code violations and by overseeing community service workers. The code enforcer would use the chief's squad vehicle until such time that another utility vehicle could be procured by the Village.

Trustee Wilson moved to authorize the hiring of Kendra Ward as part-time Code Enforcement Officer on a six-month trial basis, with continuing employment subject to reevaluation of the position thereafter. Trustee Rosenbeck seconded the motion.

The Village Clerk called the roll:

YEAS: Wilson, Robertson, Ratts, Grilo and Rosenbeck – 5
NAYS: None – 0
ABSENT: Tatar – 1

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

2) Assessment payment to Champaign County Children's Advocacy Center

Trustee Grilo moved to authorize payment in the amount of \$250.00 to the Champaign County Children's Advocacy Center. Trustee Ratts seconded the motion.

The Village Clerk called the roll:

YEAS: Wilson, Robertson, Ratts, Grilo and Rosenbeck – 5
NAYS: None – 0
ABSENT: Tatar – 1

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

Personnel: Chair Rosenbeck reported that Mark Odum had been working with Mr. Arnold on a part-time basis since the departure of former assistant Aaron Helregel. There was some discussion about the hours Mr. Odum would be available to work given his other full-time employment. Mr. Arnold clarified that he worked nights for his other job and typically would come to work for the Village between 8:00am and 10:00am, and would work until 3:00pm or 4:00pm. The Board directed Mr. Arnold to inquire if Mr. Odum would be available to work additional hours on weekends in order to keep up with the necessary mowing. Mr. Josh Pannbacker addressed the Board and offered to assist with mowing or spraying weeds if needed, as he had his spraying license.

Following discussion, Trustee Grilo moved to authorize the hiring of Mark Odum as part-time Public Works Assistant. Trustee Wilson seconded the motion.

The Village Clerk called the roll:

YEAS: Wilson, Robertson, Ratts, Grilo and Rosenbeck – 5
NAYS: None – 0
ABSENT: Tatar – 1

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

Building Permit & Liquor License: No report.

Health, Sanitation & Public Relations: Trustee Ratts reported that the Village had collected \$446.00 in freewill donations to be used toward the cost of dumpsters for community cleanup day. The Village was still awaiting receipts from Mack's Recycling for the scrap metal collections.

Waterworks & Sewer: Mr. Greg Gustafson of Berns, Clancy & Associates provided the Board with an update on the progress of the filter evaluation project at the water treatment facility. He stated that the process had been somewhat more complicated than initially anticipated, as the engineers had only been able to open one of the four filters for observation. New bolts and coating materials had been procured to prevent further issues with the rusting that had prevented the remaining filters from being opened during the initial review. He noted that examination of the filter that was opened had shown the filter media to be in relatively good shape, which was a positive sign. Mr. Gustafson also recommended sampling for radium, as this was an element that may build up in the filters and would provide information that could be used by Mr. Arnold in completing the annual questionnaire.

Streets & Alleys: Chair Grilo reported that Mr. Arnold had contacted the county engineer and received consent to obtain some of the millings from the resurfacing project on Central Avenue to be used for the new off-street parking area at West Side Park. The county's project would involve the milling and resurfacing of the roadway from the intersection with Thomas Street westward to the Dewey-Fisher Road and was expected to begin within the next few days. While sections of the road would be closed to through traffic for periods of time during the project, the Village had received assurances that Central Avenue would remain open and accessible for Thomasboro residents.

Civil Defense & Parks: Chair Ratts reported that monthly siren testing would be conducted on June 3. The new parking area at West Side Park was progressing nicely and would be completed in time for the sesquicentennial events. She also noted that she had obtained pricing on new trash receptacles for the park area, as there had been some interest in finding sturdier units to prevent further problems with blowing trash. The Board discussed the fact that the prices were relatively high and considered possible alternatives to address the problem. Trustee Grilo suggested mounting metal rings to posts that could be used to hold the existing trash receptacles upright. Chair Ratts also reported that she had been looking into possible upgrades to the playground equipment at the park and would be bringing some information to the Board in the future. The Board discussed the poor condition of the existing playground equipment and identifying possible sources of funding for replacement equipment. Chair Ratts noted that she continued to search for grant opportunities as well.

Old Business

None.

New Business

A) Ordinance No. 588, Annual Appropriation Ordinance

Trustee Wilson moved to pass Ordinance No. 588, the annual appropriation ordinance for the Village of Thomasboro. Trustee Robertson seconded the motion.

The Village Clerk called the roll:

YEAS: Wilson, Robertson, Ratts, Grilo and Rosenbeck – 5
NAYS: None – 0
ABSENT: Tatar – 1

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

B) Discussion/Action on purchase of new mower

Mr. Arnold reported that he had obtained pricing on new mower units from two local dealers, with Birkey's providing the most favorable quote including the acceptance of trade-in on the Village's existing mower. Trustee Grilo asked if the weed sprayer could be mounted on the new mower. Mr. Arnold responded that this was a possible option; alternatively, it could be hauled on a trailer behind the mower.

Trustee Grilo moved to authorize the purchase of a 2014 Exmark Lazer mower from Birkey's for the total amount of \$9,579.00, including trade-in of 1982 mower. Trustee Robertson seconded the motion.

The Village Clerk called the roll:

YEAS: Wilson, Robertson, Ratts, Grilo and Rosenbeck – 5
NAYS: None – 0
ABSENT: Tatar – 1

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

C) Discussion/Action on funding for Police squad vehicle and equipment upgrade

Chief Willis reported that the 2007 Ford Crown Victoria squad car was approaching eight years of service, with approximately 80,000 miles and countless engine hours put on it. In the past, the department had secured grant funding to cover the costs of purchasing new squad vehicles; however, those previous sources of grant funding were no longer available. As a result, the department had been setting money aside over the course of the last five or six fiscal years to build up a vehicle replacement fund. At the present time, there was \$28,000.00 available in set-aside funds, with an additional \$6,000.00 included in the police equipment line item. Chief Willis requested authorization from the Board to purchase a 2015 Ford Explorer package with some additional equipment upgrades. The current state bid price for the package was \$25,820.00, with the requested upgrades anticipated to cost an additional \$5,000.00. He added that capital replacement and tobacco grant funds would be used to secure the purchase of a replacement computer for the squad vehicle. The cost to procure a new computer (which would be upgraded to a more user-friendly tablet device) and docking station would be approximately \$3,500.00, and would be required whether or not a new vehicle was purchased.

There was some subsequent discussion on the possible trade-in of the existing Crown Victoria squad. Chief Willis commented that several cab companies based out of the Chicago area were interested in purchasing out-of-service squad cars to convert to taxi use, and he would like to explore that option before making any decision on trade-in. Trustee Grilo explained that he felt the monies set aside for vehicle replacement could be better utilized on other projects, particularly those that would enhance the appearance of the Village.

Following discussion, Trustee Ratts moved to authorize the purchase of the 2015 Ford Explorer package through the state bid process, including the requested equipment and computer upgrades. Trustee Rosenbeck seconded the motion.

The Village Clerk called the roll:

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

Motion carried by roll call vote of 4 to 0, with 1 member absent and 1 member recorded as voting “present”.

Comments and Questions from the Audience

President Morris reminded those in attendance about the upcoming Sesquicentennial Celebration, with events to be held on June 13 and 14, 2014.

Treasurers Report

There was no discussion regarding the Treasurer’s Report. Mr. Albers reported that the transition involving shifting the daily accounting duties to the Village Clerk’s office had been working well. While Mr. Reale was now maintaining the regular office hours at Village Hall and assuming responsibility for accounts payable and receivable, Mr. Albers noted that he would continue to perform the statutory duties of the Village Treasurer.

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 8:04pm.

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 June 2, 2014, as the same appears on the records of the Village now in my custody and keeping.

Village Clerk