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, March 7, 2016, 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, Kyle Henegar, Anna Martin, Dustin Rhodes and Mickey Wilson.

Other Village officials present: Keith Willis, Chief of Police; Leon Albers, Treasurer; Tyler Martin, Public Works Superintendent; Karen Eller, Office Manager; 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 February 1, 2016 regular meeting and February 23, 2016 special meeting, as prepared. Trustee Henegar seconded the motion. Motion carried, all present voting "aye".

Presentation of Bills

Following 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 Robertson seconded the motion.

The Village Clerk called the roll:

YEAS:	Robertson, Grilo, Henegar, Martin, Rhodes, and Wilson – 6
NAYS:	None – 0
ABSENT:	None – 0

Motion carried by roll call vote of 6 to 0.

Committee Reports

Police & Safety: Chair Martin presented the monthly activity reports.

Discussion on Police Department services

President Morris noted that some Board members had previously expressed a desire to discuss the services currently provided by the Police Department and investigate ways to possibly reduce the department's salary expenses through staff or schedule restructuring. Chief Willis presented a report on the total man hours for the department, noting that personnel were averaging approximately 68 total hours per week (30 hours of day shift and 38 hours of evening coverage). He added that he had reduced the budget

for salaries seven years earlier, which resulted in the elimination of day shift on weekends and coverage on Sunday evenings. The department works an average of 272 hours per month; however, hours were also impacted by court time, training and service call-outs. To reduce the salary budget by \$5,000.00 would eliminate 270 hours of coverage, or approximately one month of service. Coverage hours were basically 9:30am to 3:30pm on weekdays and 4:30pm to 11:30pm on evenings with some variation in hours depending on circumstances. Evening coverage on Friday and Saturday nights was generally from 6:00pm to 2:00am. If he was forced to reduce any hours, Chief Willis stated that he would probably look at cutting back on day shift coverage. Trustee Martin asked about response time without an officer on duty. Chief Willis responded that it would depend on how close the nearest unit is at the time of the call. He added that if there was an incident at the school, any department within Champaign County would respond. Trustee Robertson suggested eliminating the code enforcer position and instead having the on-shift officer handle those duties. Chief Willis commented that the Village would no longer continue to see the quality of services in enforcement of Village codes that had significantly improved with the hiring of Kendra Ward two years earlier. President Morris noted that the Village could continue to look into these issues; however, there was not enough information available to the Board to make any decision at the present time.

Personnel: Chair Wilson reported that the Board had interviewed candidates for the position of office manager at Village Hall, with Rosanna Walton being recommended to fill the vacancy. He added that she had already begun training with Ms. Eller on March 1.

Appointment of Office Manager for Village Hall

Trustee Wilson moved to approve the hiring of Rosanna Walton as Office Manager, retroactive to March 1, 2016. Trustee Robertson seconded the motion.

The Village Clerk called the roll:

YEAS:	Robertson, Grilo, Henegar, Martin, Rhodes, and Wilson – 6
NAYS:	None – 0
ABSENT:	None – 0

Motion carried by roll call vote of 6 to 0.

Building Permit & Liquor License: No report.

Health, Sanitation & Public Relations: Chair Grilo reminded those in attendance that community garage sales would be held on May 7, with the spring cleanup day taking place the following weekend on May 14. He also stated that he would like to begin investigating the possibility of entering into a village-wide contract for garbage collection services similar to those agreements in place in neighboring communities. If there was interest in pursuing this, the Village would issue an RFP for services. He added that doing so would likely reduce costs for residential customers.

Waterworks & Sewer: No report.

Streets & Alleys: No report.

Civil Defense & Parks: Chair Rhodes reported that siren testing had been conducted on March 1. There would be a Park Committee meeting on March 28 at 6:30pm. Ms. Zook announced that the annual Champaign County spotter training would be held on March 24 from 6:30 to

9:00pm in Classroom C118 at Parkland College. The training was open to the general public and the ESDA program was always in need of additional spotters.

Old Business

(A) <u>Ordinance No. 596</u>, amending Chapter VII of the Thomasboro Municipal Code concerning various parking restrictions

Trustee Grilo moved to pass <u>Ordinance No. 596</u> with an amendment that the phrase "150 foot section located at 500 North Church Street beginning approximately 160 feet south of the intersection of Church Street and Main Street" be deleted. Trustee Robertson seconded the motion.

The Village Clerk called the roll:

YEAS:Robertson, Grilo, Henegar, Martin, Rhodes, and Wilson – 6NAYS:None – 0ABSENT:None – 0

Motion carried by roll call vote of 6 to 0.

New Business

(A) Purchase of new truck for Street Department fleet

Mr. Martin distributed information on the pricing for the various options available. He stated that he was considering a new F450 with dump bed instead of replacing the pickup with an F350 and service bed. The line item in the proposed budget would need to be revised from \$38,000.00 to \$41,000.00 to cover the additional costs, with the costs for the plow to be paid from the equipment line item. The last day to order the truck through the state bid process would be in April, so this item was tabled to the April meeting.

Comments and Questions from the Audience

None.

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)1, for the purpose of discussing an annual employee personnel evaluation. Trustee Henegar seconded the motion.

The Village Clerk called the roll:

YEAS:	Robertson, Grilo, Henegar, Martin, Rhodes, and Wilson – 6
NAYS:	None – 0
ABSENT:	None – 0

Motion carried by roll call vote of 6 to 0.

The Board entered into Executive Session at 7:46pm. The open meeting was reconvened at 7:59pm.

<u>Adjournment</u> 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 8:00pm.

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 March 7, 2016, as the same appears on the records of the Village now in my custody and keeping.

Village Clerk