

**Thomasboro Village Board of Trustees  
Regular Board Meeting  
December 3, 2018**

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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, December 3, 2018. President Evans called the meeting to order at 7:00pm.

**Roll Call**

The Village Clerk called the roll, finding the following members physically present: President W. Tyler Evans; and Trustees Anthony Grilo, Anna Martin, Dustin Rhodes, Ronda Scott, and Trent Sage. Trustee Kyle Henegar was absent.

Other Village officials present: Leon Albers, Treasurer; Mike Martinez, Chief of Police; Deanne Wattjes, 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 Meetings**

Trustee Grilo moved to approve the minutes of the regular meeting of November 5, 2018 and the continued regular meeting of November 13, 2018, as prepared. Trustee Martin seconded the motion. Motion carried, all present voting "aye".

**Presentation of Bills**

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 Sage seconded the motion.

The Village Clerk called the roll:

**YEAS:** Grilo, Martin, Rhodes, Scott, and Sage – 5  
**NAYS:** None – 0  
**ABSENT:** Henegar – 1

**Motion carried by roll call vote of 5 to 0.**

**Committee Reports**

**Police & Safety:** Chief Martinez delivered the monthly activity report for the police department. He reported that all background checks had been satisfactorily completed for part-time patrol officer Blake Carey. Officer Carey was expected to begin working for the department around the first of the year, as this would give him sufficient time to complete his current employment commitments. Chief Martinez also stated that a template letter had been created to send to property owners found to be in violation of Village ordinances. The department was documenting all violations and notification actions to create a record for enforcement purposes. He also noted that he had been reviewing many of the Village's ordinances currently in force and had identified certain areas in which the ordinance language needed to be strengthened or otherwise altered. He would be taking proposed changes to the Village Attorney for legal review.

**Personnel:** Chair Sage reported that a total of twenty-seven applications had been received for the Village Clerk position. The Personnel Committee would be working with Mr. Reale to screen the applications and select candidates to participate in the interview process. President Evans

noted that the Board would need to consider the scope of duties and accompanying wages for the next clerk. In addition to the statutory duties of the position, there were functions that Mr. Reale performed that could be shifted to other personnel; alternatively, the Board could look to expand the scope of the position to alleviate some of the workload of the office manager and other staff. The consensus of the Board was to determine the scope of the position responsibilities based upon the experience and qualifications of the candidate selected.

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

**Health, Sanitation & Public Relations:** No report.

**Waterworks & Sewer:** No report.

**Streets & Alleys:** Chair Grilo issued a seasonal reminder about the enforcement of winter snow route rules to assist Village personnel in clearing roadways.

**Civil Defense & Parks:** Chair Rhodes reported that monthly siren testing would be conducted tomorrow. He also stated that the new trees procured for West Side Park would likely not be planted until the soft ground had adequately frozen. President Evans added that the Thomasboro Improvement Association would be ordering the new bench for the park, and would be coordinating with Chair Rhodes on the installation.

### **Old Business**

Trustee Grilo reported that he had met with representatives from Republic Services in connection with the Village's agreement for refuse and recycling collection services. As the costs associated with the recycling component had increased, the company was interested in renegotiating the rates specified in the contract. Trustee Grilo noted that the current contract with Republic was due to expire in October 2019, with an option to renew. The Board would need to consider whether to renegotiate directly with Republic or open a request for proposals to any prospective services. This item would be further discussed at the next regular meeting.

### **New Business**

#### **Resolution adopting a schedule of regular meetings for calendar year 2019**

Trustee Grilo moved to pass the resolution adopting a schedule of regular meetings of the Village Board for calendar year 2019. Trustee Sage seconded the motion. Motion carried, all present voting "aye".

#### **Year-end employee bonus payments**

Trustee Grilo moved to authorize \$100.00 bonus payments to employees Tyler Martin, Leon Albers, Deanne Wattjes, Mike Martinez, and Jeremy Reale. Trustee Scott seconded the motion.

The Village Clerk called the roll:

<b>YEAS:</b>	Grilo, Rhodes, Scott, and Sage – 4
<b>NAYS:</b>	None – 0
<b>ABSENT:</b>	Henegar – 1
<b>ABSTAIN:</b>	Martin – 1

**Motion carried by roll call vote of 4 to 0.**

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

Jim Richardson inquired about the status of the business operating on Main Street across from his residence. As the structure did not have any utility services, he questioned how it was possible for the occupant to operate a business. President Evans responded that he would investigate the issue.

**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 Sage seconded the motion. Motion carried viva voce vote.

The meeting was adjourned at 7:37pm.

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 December 3, 2018, as the same appears on the records of the Village now in my custody and keeping.

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Village Clerk