

**Thomasboro Village Board of Trustees  
Regular Board Meeting  
February 4, 2019**

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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, February 4, 2019. President Evans called the meeting to order at 7:04pm.

**Roll Call**

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

Other Village officials present: Leon Albers, Treasurer; Mike Martinez, Chief of Police; Deanne Wattjes, Office Manager; and Jeremy Reale, Village Clerk.

**Pledge of Allegiance**

Following roll call, the Pledge of Allegiance was recited.

**Appointment of Village Trustee**

President Evans announced the appointment of John Curry to fill the vacancy created by the resignation of Anna Martin. Mr. Curry would serve the remainder of the term expiring in May 2019.

Trustee Grilo moved to concur with the Village President in the appointment of John Curry to position of village trustee. Trustee Scott seconded the motion.

The Village Clerk called the roll:

**YEAS:** Grilo, Henegar, Rhodes, and Scott – 4  
**NAYS:** None – 0  
**ABSENT:** Sage – 1

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

The Village Clerk administered the oath of office to Mr. Curry, who was then seated as a member of the village board.

**Discussion/Approval of Minutes of Previous Meetings**

Trustee Grilo moved to approve the minutes of the regular meeting of January 7, 2019 and the special meeting of January 28, 2019, 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 Henegar moved to approve the payment of the bills listed and the regular bills yet to be received. Trustee Grilo seconded the motion.

The Village Clerk called the roll:

**YEAS:** Grilo, Henegar, Rhodes, Scott, and Curry – 5  
**NAYS:** None – 0  
**ABSENT:** Sage – 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 stated that Officer Blake Carey had begun work on January 23, 2019. Chief Martinez had participated in a meeting of the rural chiefs on January 8 where area law enforcement officials reviewed policies with the Champaign County State's Attorney and newly elected Sheriff. Finally, he noted that an intruder drill was to be conducted at Thomasboro Grade School tomorrow.

**Personnel:** No report.

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

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

**Waterworks & Sewer:** No report. Chair Henegar thanked Trustees Rhodes and Grilo and Gary Rosenbeck for their assistance with changing water meters.

**Streets & Alleys:** No report. Chair Grilo noted that some complaints had been received concerning snow plowing in the village. He stated that the village did not have a formal policy in place to specify a minimum amount of snowfall required to initiate plowing. The consensus of the Board was to continue to leave plowing up to the discretion of village personnel rather than adopting a formal policy. Mr. Rosenbeck also reminded residents not to rake leaves out to the street, as this impeded the drainage of storm water runoff and melting snow and ice.

**Civil Defense & Parks:** Chair Rhodes reported that monthly siren testing would be conducted tomorrow. He also reported that the planting of trees in West Side Park would be delayed until ground conditions improved.

## **Old Business**

### **Discuss proposal from Illinois American Water Company for operation and maintenance of Village water system**

President Evans stated that he had met with Tyler Martin to discuss the time commitments necessary for the various aspects of system operations. He had also met with Dave Farrar, the regional manager for Illinois American Water, to discuss the terms of a proposed agreement between the Village and the company. At this point, he believed it would be more productive for the entire Board to meet with Mr. Farrar to address any specific questions or concerns with the contract proposal. President Evans suggested that the trustees should compile a list of questions that could be provided to Mr. Farrar for the purposes of clarification at a later meeting. He did note that the prospect of having the company assume responsibilities for meter reading and billing had been discussed with Mr. Farrar; however, Illinois Commerce Commission regulations would not permit the company to undertake those activities on behalf of the Village. The Board agreed to continue the meeting to Friday, February 8, 2019 at 6:00pm, at which time Mr. Farrar would be present to discuss specific costs of a contract and address any questions from the Board.

## **New Business**

### **Approve appointment of Jasmyne Boyce as Village Clerk**

President Evans stated that he would be appointing Ms. Boyce to officially succeed Mr. Reale as of March 1, 2019. He suggested that the appointment should be made subject to a three-month probationary period during which Ms. Boyce would be compensated at the same salary as Mr. Reale. As he envisioned the new clerk eventually assuming additional responsibilities, the compensation package would be reevaluated upon the conclusion of the probationary period and adjusted accordingly. The Board discussed the nature of the position of village clerk, including

the statutory responsibilities and the amount of time required to complete those duties. Mr. Reale stated that he had never logged his time, as the position was part-time with flexible hours. While the time commitment varied from month to month, he estimated that fifteen to twenty hours would be a reasonable monthly average. President Evans commented that he had ideas for ways in which the role of the clerk could be expanded to involve more work with code enforcement, website maintenance, and revenue-generating special projects. Trustee Henegar stated that he felt that hiring recommendations should come from the full Board in the future, as Ms. Boyce had been interviewed only by a group consisting of President Evans, Trustee Sage, and Mr. Reale.

Trustee Henegar moved to concur with the Village President in the appointment of Jasmyne Boyce to the position of village clerk effective March 1, 2019, with the stipulation that she be compensated at a rate of \$17.00 per hour for any training or work completed prior to that date. Trustee Scott seconded the motion.

The Village Clerk called the roll:

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

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

**Designation of Jasmyne Boyce as an official signatory for Village financial accounts**

Trustee Grilo moved to approve the designation of Jasmyne Boyce as an official signatory for Village financial accounts and to revoke the signatory designation of Jeremy Reale effective March 1, 2019. Trustee Henegar seconded the motion.

The Village Clerk called the roll:

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

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

**Approve appointment of Gary Rosenbeck as a part-time Public Works employee**

Trustee Grilo moved to approve the appointment of Gary Rosenbeck as a part-time employee of the Public Works Department at a rate of \$17.00 per hour. Trustee Curry seconded the motion.

The Village Clerk called the roll:

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

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

**Authorize grant payment to Community Service Center of Northern Champaign County**

Trustee Grilo moved to authorize a grant payment in the amount of \$1,000.00 to the Community Service Center of Northern Champaign County. Trustee Henegar seconded the motion.

The Village Clerk called the roll:

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

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

### **Authorize upgrade of sewer alarm**

President Evans noted that the current alarm system would need to be upgraded from 3G technology prior to the end of the current calendar year. This item was tabled, pending the consideration of a contract with Illinois American Water Company.

### **Discuss disconnection fee for delinquent water service accounts**

President Evans stated that the Board needed to evaluate current disconnection fees to ensure that the fees assessed to delinquent accounts were sufficient to cover actual costs incurred by the Village. The Board discussed the fact that there were currently accounts with significant delinquencies because the shut-off valves at those service locations were broken. There was further discussion as to whether the disconnection fee should be raised or the customers should be required to pay all past-due balances in full prior to reconnecting service. The consensus of the Board was that the immediate priority was to repair all broken shut-off valves, and fees could be addressed at a later date.

### **Set date for annual budget review session**

A special meeting would be called for February 19, 2019 at 7:00pm to review the proposed budget for fiscal year 2020.

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

Larry Miller addressed the Board on behalf of the Peace Lutheran Church board to discuss concerns about snow removal around the church property. Mr. Miller specifically mentioned snow being plowed onto sidewalks and residents parallel parking across the street making it difficult for plows to clear the roadway. Some of the concerns raised by Mr. Miller had been addressed during the most recent plowing, and Trustee Grilo noted that the Village had snow routes in place that needed to be enforced.

Karen Eller addressed the Board to follow up on her concerns about the property on Church Street where reflectors had been mounted to rebar in close proximity to the roadway. She noted that the reflectors had been knocked off, making visibility of the rebar implements difficult. It was noted that the reflectors had been installed within the public right-of-way and could therefore be removed by the Village. President Evans stated that there were other areas where property owners had placed implements in the right-of-way and wanted to address the issue with the Village Attorney to determine where to draw the line on similar cases. Trustee Grilo added that he would contact the Church Street property owner to discuss this particular situation.

Harold Kirby expressed his concern about a proliferation of junk automobiles at a property on Clark Street. Chief Martinez responded that the property owner had been mailed a notice of violation, and the Village would proceed through the necessary enforcement process if the nuisance was not abated.

### **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 continue the meeting to Friday, February 8, 2019 at 6:00pm. Trustee Rhodes seconded the motion. Motion carried viva voce vote.

The meeting was adjourned at 8:26pm.

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 February 4, 2019, as the same appears on the records of the Village now in my custody and keeping.

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Village Clerk