

Regular Meeting St. Clair Township

DATE: January 22, 2013

TIME: 7:00 p.m.

LOCATION: St. Clair Township
107 Service Street
Swansea, IL 62226

MEMBERS PRESENT: Tim Buchanan, Supervisor
Mark Burk, Road Commissioner
Mary Carroll, Clerk
Robert Knee, Assessor
Guy Don Carlos, Trustee
Richard Schobert, Trustee
Dave Barnes, Trustee

OTHERS PRESENT: Peggy Buchanan Dean Wallen
Sue DonCarlos Lanny Downard
Brenda Reed Jaynie Wells
Skip Kernan Sherman Poston
Jim C. Morales

Roll Call:

The regular meeting of the St. Clair Township Board was called to order by Supervisor, Tim Buchanan with the Pledge of Allegiance. All present except for Road Commissioner Burk.

Minutes of the Regular Board Meeting held on October 23, 2012

A motion was made by Trustee Bridgman to approve the October 23, 2012 regular board meeting minutes. It was seconded by Trustee Barnes. Roll call vote. Trustee DonCarlos passed because he was not in attendance for this meeting. Trustee Bridgman-YES, Trustee Schobert-YES, Trustee Barnes-YES, Supervisor Buchan-YES. Motion carries. Minutes approved.

Minutes of the Regular Board Meeting held on December 18, 2012

A motion was made by Trustee Barnes to approve the December 18, 2012 regular board meeting minutes with edit. It was seconded by Trustee Schobert. Roll call vote. All in favor.

Minutes of the Executive Session Meeting held on December 18, 2012

A motion was made by Trustee Schobert to approve the December 18, 2012 executive session meeting minutes. It was seconded by Trustee Bridgman. Roll call vote. All in favor.

Treasurer's Report - Trustee Bridgman made a motion to approve the treasurer's report. It was seconded by Trustee DonCarlos. Roll call vote. All in favor.

Budget Report - Trustee Bridgman made a motion to approve the budget report. It was seconded by Trustee Schobert. Roll call vote. All in favor.

Monthly Bills - Trustee Schobert made a motion to approve the monthly bills. It was seconded by Trustee Barnes Roll call vote. All in favor.

Communications

- Supervisor Buchanan directed the board to a letter from the Illinois Environmental Protection Agency (IEPA) dated Dec. 26, 2012. The letter indicated there was a violation with regard to elevated ammonia-nitrogen levels during the month of September 2012. Supervisor Buchanan said operational adjustments were made to correct this. Supervisor Buchanan read the engineers response letter that was sent to IEPA on Jan. 9, 2013 which stated that the Township believed this was an isolated incident.
- A Dec. 28, 2012 letter from the City of Belleville notifying the Township of a rate increase for treatment of Township wastewater was provided to the Board for review. Supervisor Buchanan said he provided a copy to the engineer to analyze.
- The Swansea Fire Department conducted a safety inspection at both the Township Office and the Township Road District facility on Dec. 26, 2012. Supervisor Buchanan said there were a few minor corrections that will be made. An invoice for \$100 for the office and \$150 for the Road facility. Supervisor Buchanan said the difference in fees was based on square footage. He said he contacted Swansea Administrator to ask if the fee could be waived because the Township is a government entity, but has not heard back yet.

Supervisor's Report

- Scout Drive Lift Station - Supervisor Buchanan said there was an overflow at the Scout Drive lift station The engineers are going to resolve what the next step is to resolve that problem.
- USA Enterprise -This company has apartments in the Township and the owner refuses to pay the sewer bills. Supervisor said the Township has taken all legal remedies they can to get him to pay. Supervisor Buchanan wanted to make the board aware he is working with the attorney and looking at the next steps that can be taken.
- Delinquent Sewer Account Report - Supervisor Buchanan said the delinquent sewer accounts are coming back down and are more in line. The debt has been brought down to over \$100,000 so far and feels the steps taken have been successful.
- Insurance Claims - Supervisor Buchanan said there were two claims on San Mateo submitted to insurance.
- Sewer Line Relocation at Rt. 15 and Rt. 158 - Supervisor Buchanan reminded the board this is where a roundabout is being built and the Township was required to relocate their sewer lines. He said the engineering work was submitted and the permit was approved before going out to bid for contracts. The Township has now been notified that Illinois Department of Transportation (IDOT) made some errors on their part and that IDOT has revoked the permit due to IDOT errors. The Township will be required to move the road and lift station and deepen the lift station by ten feet which will require bigger pumps. He said this will also cost the Township more in engineering expenses.
- Health Insurance Income Versus Expense Report - Supervisor Buchanan provided information received from the health insurance provider and said the Township may be headed toward more favorable rates. He said this probably doesn't mean there will a cut in the rates, but the increase may not be as high.

- Sewer Plant Generator Problem - Supervisor Buchanan reported that it was discovered that oil had leaked all over the generator due to the cap not being on secure. It has been corrected, but it took much time to clean it up.

Highway Commissioner's Report - Supervisor Buchanan said the Highway Commissioner is part of the Sheriff Auxiliary Group and had to attend a meeting for St. Clair County today, and he was not able to attend the Township meeting.

Public Comments

Skip Kernan asked when Thursday's minutes would be posted. Supervisor Buchanan replied that Bill Stiehl would be summarizing the meeting and should have it to him soon.

Bob Knee said he lives in an apartment and the owner of the complex mails the individual tenants the invoices for sewer to them. Supervisor Buchanan said he appreciated his input.

Business Items:

- Meeting Dates for 2013 - A list of the schedule of 2013 meeting minutes was provided. Trustee Schobert noted that the Annual Town Meeting was on Election Day. Supervisor Buchanan said he knew that, but you can't change that meeting. Trustee Barnes made a motion to approve the meetings. Trustee Bridgman seconded the motion. A voice vote was taken. All in favor.
- Sewer Account Write Offs - Supervisor Buchanan provided two accounts that he said fell under the bankruptcy code that need to be written off. Trustee Barnes made a motion to write off the two accounts. Trustee DonCarlos seconded the motion. Roll call. All in favor.
- Sewer Field Employee Vaccinations - Supervisor Buchanan said that currently some of the employees already have Hepatitis A vaccinations and some have Hepatitis B vaccinations. Supervisor Buchanan said after doing some research, it was recommended that they have both. In order to fully protect our employees, he is recommending they have both vaccinations. He said the cost is about \$100 per vaccination. Trustee Schobert made a motion that the Township pay for both Hepatitis A and B vaccinations for all our sewer field employees. Trustee Bridgman seconded the motion. Voice vote taken. All in favor.
- Workers Comp. Insurance Requirement for Hydro Services - Supervisor Buchanan said the state statutory for workers comp. is \$500,000. The contract with Hydro has conflicting language. Hydro provides state statutory and it will cost \$25 a month to double the coverage to \$1,000,000 which is what the Township needs. The insurance company recommends that the contract be revised and bump the insurance up to the Employer's Liability amount of \$1,000,000. Trustee Schobert made a motion to revise the contract with Hydro Services to increase by \$300 to have worker's comp. coverage of \$1,000,000. Trustee Barnes seconded the motion. Roll call vote. All in favor.
- Manhole Raising - Supervisor Buchanan said there are several manholes that are going to need to be raised. The Township attempted to get three bids, but only two companies responded. Midwest Excavating's bid was \$8,045 and Huebner's bid was \$23,082. Trustee Barnes made a motion to allow Midwest Excavating to do the manhole work. Trustee Schobert seconded the motion. Roll call vote. All in favor.
- Sewer Roof Replacement - Supervisor Buchanan said again only two companies responded with bids to replace a roof on the sewer plant. Taylor Roofing's bid was \$19,802 and the bid for Shay Roofing was \$27,290. Trustee Schobert made a motion to accept the bid from Taylor Roofing. Trustee Barnes seconded the motion. Roll call vote. All in favor.

- G. Sewer Plant Outbuilding Concrete Floor - Supervisor Buchanan said there is one floor that is rock and there is a sweating problem. There were three bids for the work 1) Huebner \$5,150; 2) Hank's \$6,900; and 3) Gleeson \$10,410. After the bids were received, it was noted by the Township engineer that Huebner was going to use fiber mesh instead of steel. Because the employees would be laying on the floor working, this was not recommended because it can irritate the skin. Supervisor Buchanan was going to check with Huebner and ask them to change the bid to use steel. He wasn't sure how much it would go up. Trustee Bridgman recommended waiting until the final bids were in. Trustee Schobert said they should also prove they are paying prevailing wage.
- H. Swansea Sewer Negotiations- Supervisor Buchanan said that Swansea did not approve the Township's offer . The Board was disappointed because they felt that Swansea would accept the last offer.

There being no further business, Trustee Barnes made a motion to adjourn the meeting. Trustee Schobert seconded the motion. Roll call vote. All in favor.

The meeting was adjourned at approximately 7:41 p.m.

Respectfully submitted:



Mary Carroll
Township Clerk