

Regular Meeting St. Clair Township

DATE: August 16, 2011

TIME: 7:00 p.m.

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

MEMBERS PRESENT: Tim Buchanan, Supervisor
Mary Carroll, Clerk
Mark Burk, Road Commissioner
Dave Barnes, Trustee
Richard Schobert, Trustee
Bob Trentman, Trustee
Greg Bridgman, Trustee
Robert Knee, Assessor

STAFF PRESENT: Terry Bruckert

OTHERS PRESENT: Kazan Bridgman Jeff Carmack
Dean Wallen Margy Pearson
Skip Kernan Sue Gruberman
Steve Joyce Sue DonCarlos
Guy DonCarlos Bob Buechler

Roll Call:

The regular meeting of the St. Clair Township Board was called to order by Supervisor, Tim Buchanan with the Pledge of Allegiance. Roll call found that all members were present.

At 7:05 pm. Trustee Barnes made a motion to go into closed Executive Session for purposes of considering the appointment, employment, compensation, discipline, performance, or dismissal of a Township employee, and for the purpose of considering litigation, and the Board finds that an action involving the Township is probable or imminent. It was seconded by Trustee Bridgman.

At 8:03 p.m. the Board came out of closed Executive Session and returned to the Regular Meeting.

A motion was made by Trustee Schobert to overrule Supervisor Buchanan's denial of a union grievance regarding grass cutting at a small area near the tennis courts at Wolf Branch School that had been performed by the Township. To save time and money, an agreement was made with the school to take care of the small area of grass during their Wolf Branch's regular cuttings. An employee filed a grievance stating this would take work away from the employees. The motion to overrule the Supervisor's denial was seconded by Trustee Trentman. Roll call vote was taken. Trentman-YES, Bridgman-NO, Schobert-YES, Barnes-YES, Buchanan-NO.

The motion passed, and the denial was overruled. Supervisor Buchanan said he would get with the school to let them know they should not cut the grass.

A motion was made by Trustee Schobert to overrule Supervisor Buchanan's denial of a union grievance regarding hiring a new part-time utility billing clerk instead of a full-time clerk. After review of the position, it was determined by Supervisor Buchanan that only a part-time position was needed. Two employees filed a grievance stating that the position should be full-time. The motion to overrule the Supervisor's denial of the grievance was seconded by Trustee Trentman. Roll call vote was taken. Trentman-YES, Bridgman-NO, Schobert-YES, Barnes-NO, Buchanan-NO. The motion failed and the denial of the grievance stands.

Minutes of the Regular Board Meeting held on July 12, 2011:

A motion was made by Trustee Schobert to approve the July 12, 2011 Regular Board Meeting minutes. It was seconded by Trustee Barnes. Roll call vote. All in favor.

Minutes of the Executive Session held on July 12, 2011:

Trustee Trentman said he had a question about the minutes. It was agreed to discuss this in closed session.

Minutes of the Special Board Meeting held on July 26, 2011:

A motion was made by Trustee Schobert to approve the July 26, 2011 Special Board Meeting minutes. It was seconded by Trustee Trentman. Roll call vote. Trentman-YES, Bridgman-ABSTAIN, Schobert-YES, Barnes-YES, Buchanan-YES. Motion passes.

Minutes of the Executive Session held on July 26, 2011:

Trustee Trentman said he had a question about the minutes. It was agreed to discuss this in closed session.

Budget Report:

No action needed.

Treasurer's Report

Trustee Schobert made a motion to approve the Treasurer's report. Trustee Barnes seconded the motion. Roll call vote. All in favor.

Monthly Bills

Supervisor Buchanan pointed out some bills that needed to be reclassified. Trustee Schobert made a motion to approve the monthly bills with the changes noted. Trustee Bridgman seconded the motion. Roll call vote. All in favor.

Communications

The Board was presented with a letter from Stephen Joyce of Local 148 Operating Engineers requesting that the grievances be put on the agenda for the August 16, 2011 meeting.

Supervisor Buchanan said that a thank you card from Denny Milam was received thanking the Township for the retirement party, cake and plaque he received.

Supervisor's Report

- Insurance Claims - Supervisor Buchanan said there was a sewer backup at 106 Foxbrush over the July 4th weekend, but it was just reported this week. It has been turned over to the insurance.

- Posting for Part-time Utility Clerk – So far, 610 applications have been received. Supervisor Buchanan said because of the overwhelming response, no new applications are being given out at this time.
- County Township Association Meeting - The next meeting will be held on Thurs. 8/18/11 at Shiloh Valley Township office if any of the Board members were interested in attending.
- Frequency Drive Units - The cost to replace two frequency drive units for the two main lift station pumps at the sewer plant was \$7,000 total.
- Tax Computation Report - Supervisor Buchanan showed that the assessed value of property has gone down the past two years. Even though there is more property in the Township, the value of it is less. Supervisor Buchanan also presented a copy of a tax bill and explained that when you totaled the St Clair Twp line and the St Clair Road together, it was a reduction in taxes for the taxpayers of the Township.
- Wolf Branch Tot Lot Progress - The fence and playground equipment were removed for easier maintenance.
- Copier - Supervisor Buchanan said he will be purchasing a networkable copier with many new functions.
- Special Board Meeting - Supervisor Buchanan said he was going to propose a Special Board Meeting on 8/30/11 to hire a part-time utility billing clerk that the Township had accepted applications for.
- Dress Code Policy - A dress code policy is being drafted and will be presented at the Special Board Meeting on 8/30/11.

Hwy Commissioners Report

- Commissioner Burk said they are still waiting on culverts for the East Main project and he expects the project to take 8-12 weeks after they are received, assuming the weather holds out.
- Commissioner Burk said there was a Public Hearing this evening prior to this meeting with regard to vacating two more roads in Stookey Terrace subdivision. The residents who came to the meeting are pleased, and there were no objections.
- Commissioner Burk said he would like to publicly thank Jeff Harris and Dean Koopman for their great effort in picking up the slack while another employee has been out. He said they are doing a great job!

Public Comments:

Skip Kernan said he heard from Swansea that the negotiations are not going well. He wanted to know how much it was costing in fees. Supervisor Buchanan asked Mr. Kernan if he could send him an e-mail requesting the information, and he could provide that information.

Skip Kernan said that Mary Carroll does a great job of taking the minutes, but asked if it would be beneficial to record the Township meetings. Supervisor Buchanan said we had already discussed his suggestion of video taping the meetings, but he could look into tape recording them.

Skip Kernan suggested the Township look at minority candidates for the position that needed filled.

Rich Schobert said he suspected that someone is giving private tennis lessons on the Township courts. He took a picture of the car that appeared to belong to the company providing the lessons. Supervisor Buchanan said he would look into it.

Dean Wallen said the original notice said the billing clerk application deadline was the 18th, but he thought he heard Supervisor Buchanan say no more are being accepted. Supervisor Buchanan explained that anyone who picked up an application can still turn it in by the 18th. However, they are not giving out any new applications.

Jeff Carmack said now only the slide is left in the Tot Lot at Wolf Branch, there is no fall protection. Supervisor Buchanan said this would need to be taken care of.

Dean Wallen asked why the equipment was removed. Supervisor Buchanan said the equipment was rarely used and now with the Swansea Kingdom is so close by, it wasn't needed. In addition, it would be easier to mow.

Business Items:

A. Ordinance Number 2011-6 Electronic Meeting Attendance - Supervisor Buchanan said that the Ordinance would allow for attendance at a Board Meeting via electronic means if a member was not physically able to attend. He said it is allowed by law, but it needs an ordinance to put it in place at the Township. He said other municipalities have also adopted this type of ordinance. Trustee Schobert said he is okay with it, but he thinks it should specify they attend the entire meeting. Supervisor Buchanan said he agrees, but there is no way to enforce that. Trustee Trentman said he does not like it, and feels that the Board member should be present at the meeting. There was no motion to adopt the ordinance.

B. Special Attorney for Labor Issues - Supervisor Buchanan asked for permission to use the Bruckert Law Firm for all labor issues and not just the specific situations that were previously approved. Trustee Barnes made a motion to allow the Township to use the Bruckert Law Firm for all issues pertaining to labor. Trustee Bridgman seconded the motion. Roll call vote. All in favor.

C. Backflow Prevention Valve for 1423 Vicksburg Drive - There were two bids received, one from Anchor for \$1,296 and a second from C&L for \$1,350. Trustee Schobert made a motion accept the low bid with Anchor. Trustee Barnes seconded the motion. Roll call vote. All in favor.

At 8:51 p.m. the Board went back into closed Executive Session.

At 9:34 p.m. the Board came out of closed Executive Session and returned to the Regular meeting.

Minutes of the Executive Session held on July 12, 2011:

A motion was made by Trustee Barnes to approve the July 12, 2011 Executive Session Meeting minutes. It was seconded by Trustee Bridgman. Roll call vote. Trentman-NO, Bridgman-YES, Schobert-NO, Barnes-YES, Buchanan-YES. Motion passes. Minutes approved.

Minutes of the Executive Session held on July 26 2011:

A motion was made by Trustee Barnes to approve the July 16, 2011 Executive Session Meeting minutes. It was seconded by Trustee Bridgman. Roll call vote. Trentman-NO, Bridgman-YES, Schobert-NO, Barnes-YES, Buchanan-YES. Motion passes. Minutes approved.

Trustee Bridgman made a motion to adopt benefits for part-time employees as presented in the handout the Board members received except that no part-time health insurance will be offered.

Supervisor Buchanan seconded the motion. Roll call vote. Trentman-NO, Bridgman-YES, Schobert-NO, Barnes-NO, Buchanan-YES. Motion failed.

The board discussed the benefits further.

Trustee Barnes made a motion to adopt benefits for part-time employee to allow for:

- One week paid vacation per year which can be taken after 1 year of employment;
- Two weeks paid vacation per year after 5 years of service;
- 3 floating days to be used at employee's discretion.

Trustee Bridgman second the motion. Roll call vote. Trentman-NO, Bridgman-YES, Schobert-NO, Barnes-YES, Buchanan-YES

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

Meeting was adjourned at 10:03 p.m.

Respectfully submitted:

A handwritten signature in cursive script that reads "Mary Carroll". The signature is written in black ink and is positioned above the typed name.

Mary Carroll
Township Clerk