

Regular Township Meeting

DATE: January 12, 2010

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
Bob Trentman, Trustee
Dave Barnes, Trustee
Richard Schobert, Trustee

MEMBERS ABSENT Greg Bridgman, Trustee
Robert Knee, Assessor

STAFF PRESENT: Ron Stuckel
Bill Stiehl

OTHERS PRESENT: Dean Wallen
Dave Thacker

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 found Greg Bridgeman absent.

Minutes of Regular Board Meeting on December 8, 2009:

Road Commissioner Burk said the tax levy for the Road District should be \$465,000 and not \$245,000. Motion made by Trustee Schobert to approve the December 8th minutes with correction noted. Second by Trustee Barnes. All in favor.

Supervisor's Monthly Treasurer's Report:

Supervisor Buchanan asked for questions. Trustee Trentman inquired about the engineering fees. Supervisor Buchanan said we are starting to pay for the design of the new sewer plant addition that was required. With no other questions, a motion was made by Trustee Schobert, and second by Trustee Trentman to accept the Supervisor's monthly treasurer report as presented. Roll call vote. All in favor.

Monthly Bills:

Supervisor Buchanan asked if there were any questions regarding the monthly bills. There were none. Trustee Schobert made a motion to approve the monthly bills. Trustee Barnes second the motion. Roll Call vote. All in favor.

Additional Bills:

There were none.

Communications:

Supervisor Buchanan pointed out the agenda mentioned three letters and two were included in their packets. He said the third letter was from Hydro services. He said he would hold off on providing that letter until after he meets with them next Friday regarding the contract with them.

Bill Stiehl covered several topics that were in the letter from him.

1) He was asked by Supervisor Buchanan if it was legal for the Road District to pay utility bills in lieu of rent for the usage of approximately 2/3 of the Township building? Attorney Stiehl said it is legal because the Township should provide public transportation and the roads would be considered part of transportation.

2) Can a portion of the Supervisor's salary be paid out of the Sewer Fund? Mr. Stiehl said the majority of Tim Buchanan's time is conducting sewer business and although he is an elected official this would not prohibit that. He said he does not see anything that prevents both salary and benefits from coming out of the sewer fund. Trustee Schobert said that Township Officials of Illinois (TOI) told him that the Supervisor had to be paid out of the General Fund. Mr. Stiehl said he would contact TOI to understand where they are getting their information from and would get back to the Board.

Public Comment:

There was no public comment.

Old Business:

There was no old business.

New Business:

Supervisor Buchanan explained there was a letter dated 1/5/2010 from David Thacker of the Village of Swansea in the packets. Supervisor Buchanan told the Board that Swansea has a legal agreement to buy the former Township building bond for deed. The agreement is to pay \$22,663.30 on the first of December of each year until 2015. The Township did not receive a payment in December 2009. The letter from

Mr. Thacker is asking the Township to modify the agreement. Supervisor Buchanan asked Mr. Thacker to present to the Board his proposal. Mr. Thacker said he would like to ask the Board to defer payment. He said Swansea is moving out of the building, and it is pretty much empty. He said they are going to take care of the building and do everything they can to sell it. He said once it is sold, the Township would receive full payment and it could be early. Trustee Barnes said that since we will owe money for the Swansea sewer plant could we just trade off. Trustee Schobert pointed out that these monies would come from two separate funds, and it could not be done like that. Trustee Trentman asked what the building was appraised for. Mr. Thacker said it was appraised three years ago for approximately \$200,000. Trustee Schobert suggested foregoing principal, but collect the interest only. It was noted the interest was 5%. Supervisor Buchanan recommended quarterly payments to help with the cash flow for the December 2009 payment missed and then review it again in December 2010. After more discussion and clarification from Mr. Thacker, Trustee Schobert made a motion to allow Swansea to delay their principal payment for December 2009 and pay the interest only for December 2009 in a lump sum immediately. The normal payments of \$22,663.30 will resume in December 2010 until it is paid off in full. It was seconded by Trustee Barnes. Roll call vote. All in favor.

Supervisor Buchanan asked Mr. Stiehl to comment on Sewer Fund uses. Mr. Stiehl said the Sewer Fund can only be used for sewer purposes and it is an issue if it is used for anything else. Supervisor Buchanan suggested that for the next budget, each employee who splits time will be asked to keep track of their time. He said we will need to be very careful to appropriate the funds correctly.

Next agenda item was the sewer study fund. Supervisor Buchanan said he has not heard back from Swansea yet. He asked Ron Stuckel to discuss the usage analysis that was conducted. Mr. Stuckel reviewed the map that was provided to the Board so everyone could get an idea of where the sewers flowed. It appeared from the data provided by Swansea showed a 1/3 Township to 2/3 Swansea ratio. Mr. Stuckel said this is probably not realistic because the Township system is less aged and has fewer connections. He felt we were comparing apples to oranges. He mentioned the Township may want to consider measuring the actual flow leaving the Township system and entering Swansea's system. He said this would give a better idea of the inflow and infiltration. It was decided to wait to hear back from Swansea before any more analysis was done.

Engineer's Report

To accommodate Mr. Stuckel's time, the Board jumped ahead to the Engineer's Report. Mr. Stuckel said there was still one easement outstanding on Piper Hills but he has prepared the IEPA permit forms in

anticipation that the easement would be completed soon. Trustee Schobert made a motion to allow the Supervisor to authorize the IEPA Permit Forms for the Piper Hill and Greystone sanitary sewer and lift stations. It was second by Trustee Barnes. Roll call vote. All in favor.

It was reported that a concerned citizen reported an unauthorized sewer tap in for a work trailer. When contacted, the person said that the tap in was allowed for a favor he did for the Township. Both Trustee Schobert and former Supervisor Tribout (when contacted) said they did not allow this for a favor to the Township. The Township did need access on his land to get to a backup, and he provided heavy equipment. However, this was in March 2008 and the tap in was prior to that time. After some discussion it was agreed by all, that he would be charged \$1,000 for the tap in and he would be charged for two usage fees going forward.

Attorney Stiehl added that we can't charge people with misdemeanor offenses. He proposed the Township amend the ordinance to allow to charge civil penalties as it does with the sewer delinquencies. He said he would look into this.

Supervisor Buchanan presented everyone with reports regarding Sewer Fund Trends. He went over the reports to show the Board that expenses were increasing and income was going down. It was speculated that some reasons for this were that customers are not using as much water because they are conserving their water consumption, they are replacing equipment with new equipment that allows for less water usage, there were less new tap ins, more unpaid bills and more foreclosures where homes are sitting empty. Supervisor Buchanan said he just wanted to make the Board aware of these trends that he was noticing.

Supervisor Buchanan recommended the Board meetings for 2010 be on the second Tuesday of the month except for the month of August when he had a conflict. The August meeting would be held on the third Tuesday (August 17, 2010) instead of the second Tuesday. Trustee Barnes made a motion the 2010 Board Meetings would be held the second Tuesday of the month every month in 2010 except in August when it would be held on August 17th. Trustee Trentman second the motion. A voice vote was taken and all were in favor.

Supervisor Buchanan said that new CDs that were purchased were not input into the system. He presented a corrected Treasurer's Report for the members to review. After review, Trustee Schobert made a motion to place the corrected Treasurer's Report with the Minutes from May to October. Trustee Barnes second the motion. Roll call vote was taken. All in favor.

Supervisor's Report

1. Supervisor Buchanan said that Swansea's FY2009 sewer adjustment came back and they had adjusted it another \$360 to the Township's favor because of other errors they made. 2. The premium for the insurance coverage that was approved at the last meeting came in another \$1,000 less per year. 3. The newsletter for the Township is in review and we will be looking for advertisers to cover the cost. 4. Supervisor Buchanan said there is a new strip mall being proposed. It is planned to have seven units. The ordinance states the Township charge the higher of the number of units vs. the square footage. Therefore, in this case, it was charged for the seven units. However, the developer has told Supervisor Buchanan that he is negotiating with a restaurant, and the proposed tenant may take up several units so it may be less than the seven originally planned. He is asking to reduce this to accommodate for less units. After discussion, it was agreed by all that the Township would charge him for seven units and if he ends up having less it will be reconsidered then. 5. Sewer Department reports from Mr. Milam and Mr. Schutzenhofer were presented to members for review.

Highway Commissioner' Report

Commissioner Burk wanted to make it clear that although the Board has no vote on the Road District Levy, he still appreciates the input from the Board. He stated he is certifying the Road District tax levy.

Delinquent Sewer Accounts Report

Delinquent Sewer Accounts were presented.

Trustee Schobert made a motion to adjourn the meeting. It was seconded by Trustee Barnes. All in favor. The meeting was adjourned at 8:55 p.m.

Respectfully submitted:

Mary Carroll
Township Clerk