

## Regular Township Meeting

DATE: April 13, 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  
Greg Bridgman, Trustee  
Robert Knee, Assessor

OTHERS PRESENT: Dean Wallen  
Keith Sturgis  
Bill Cummins

### 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 was taken. All present.

### Minutes of Regular Board Meeting on March 9, 2010:

Mary Carroll noted a correction needed on Page 3 in the first paragraph to read the easement machine was needed by the sewer department and not the road district. Motion made by Trustee Schobert to approve the March 9, 2010 minutes with correction on Page 3. Second by Trustee Bridgman. Roll call vote, All in favor

### Minutes of Special Board Meeting on March 30, 2010:

A motion was made by Trustee Barnes to approve the March 30, 2010 minutes. It was second by Trustee Bridgman. Roll call vote. All in favor.

### Supervisor's Monthly Treasurer's Report:

Supervisor Buchanan pointed out that the report presented last month at the Special Board Meeting was through February. The report in the packets for this meeting was for March 2010. Trustee Bridgman made a motion to approve the Treasurer's Report. It was second by Trustee Schobert. Roll call vote. All in favor.

### Monthly Bills:

Trustee Barnes made a motion to approve the monthly bills. Trustee Bridgman second the motion. Roll Call vote. All in favor.

Communications:

There was a letter from Sharon Hamilton, Director of SWIC Programs and Services for Older Persons (PSOP) acknowledging receipt and thanks for the Township's contribution to support the RSVP Volunteer program.

Engineer's Report:

Mr. Stuckel was not present at the meeting but provided a written report that all the Board members received in the packet of information. Trustee Schobert made a motion to approve the Engineer's Report. It was second by Trustee Bridgman. A vote was taken. Yeah's 5, Nays 0. Motion passed.

Supervisor's Report:

Supervisor Buchanan reported there were three back-ups recently. He said was one caused by a wooden structure that intentionally placed by someone which caused a stoppage. He said there was another back-up in Belleville's sewer line that forced a back-up in the Township's line and caused damage to Metro Marine. He said all the claims have been submitted to the insurance company.

Supervisor Buchanan said he has been providing the sewer reports to the Board members, but wanted to make sure that everyone felt they were still needed in the monthly packets. He said he would continue to monitor them, and keep the board apprised of any major items. It was agreed by all the sewer reports were not needed in the board member's packets

Supervisor Buchanan also said he would also stop the delinquent sewer report if the Board was not interested in receiving this documentation. The board members agreed this should continue to be supplied with their monthly information.

In follow-up to the Lincolnshire Neighborhood Association Meeting recently held, Supervisor Buchanan talked to Ameren about park lighting costs. Ameren will get back to Supervisor Buchanan. He said he would report back to the board members at the next meeting. Supervisor Buchanan said the meeting was well attended with approximately 40-50 people. In addition to St. Clair Township board members Buchanan, Barnes and Trentman, he said there were representatives from the St. Clair County Sheriff's Office, Belleville Police and Patty Keeley from the St. Clair County Board.

ADS may start the flow monitoring this Friday, April 16, 2010.

Supervisor Buchanan said the lights for the Township building obtained through grant money have been installed. He said they are very bright, quiet and will save on energy costs.

Highway Commissioner's Report:

Commissioner Burk said he had nothing new to report. He said that things are going well and they are getting a lot of work done.

Public Comment:

Keith Sturgis said that he lives on State Street Road. He said that he did not realize what a wide area that the Township covers. He said that everything has going well for him and the communication is also good.

Business Items:

Supervisor Buchanan presented budget working papers for the Board to review and study. He noted that a tentative budget would be presented at the next meeting and it would be voted on

at the following meeting. The working papers would allow the board members to be prepared to understand the budget. Supervisor Buchanan provided a detailed analysis showing how expenses were being allocated so that the appropriate fund transfers could be made correctly. There was extensive discussion to explain that only sewer expenses could be taken from the sewer fund and that sewer funds could not be used to maintain the parks. In addition, employees who are paid from the sewer funds are also spending time on different aspects of township business and their time should be adequately allocated to the other funds. Supervisor Buchanan provided a report to show how much time was spent for each employee after tracking it for five weeks.

Supervisor Buchanan told the Board members he did a study on the ATS program the Township is supporting. He told the Board it appeared we were paying approximately \$53 per trip for the rides provided. He wanted to make the Board aware of this.

In the past, Landscape Horticultural Services (LHS) treated the pond in Centennial Park to prevent it from unwanted lake vegetation. Supervisor Buchanan said he asked LHS to reduce their fee to \$600. LHS said they said they would be willing to do so, but the chemical they would use would not be as strong as what they used in the past. Supervisor Buchanan asked the Board if they would be willing to try the less intense chemical and get the cost savings. Trustee Schobert made a motion to spend the higher amount (\$980) and use the stronger chemical in the lake. Trustee Barnes seconded this motion. Roll call vote. Trentman - Yes, Bridgman - Yes, Schobert - Yes, Barnes - Yes, Buchanan - No. Vote was 4-1. Motion passed.

The next agenda item was to approve the agreement with J.W. Boyle as the Township auditor. Supervisor Buchanan said their fees for last year were \$32,000 but anticipated it would be less this year because there would not be as much work needed due to the change of administration. He also added they are a great organization and he recommended that we continue to use their services. Trustee Schobert made a motion to approve the agreement to continue with J.W. Boyle Co., Ltd. for auditing services for the Township. It was second by Trustee Trentman. Roll call vote. All in favor. Motion passed.

Bids were requested for servicing and maintenance of five generators. Only two companies provided bids. Luby was the lowest at \$3,703. Supervisor Buchanan said he asked Luby if they would be willing to reduce the fee to \$3,500, and they agreed. Supervisor Buchanan made a motion to use Luby to service the generators for \$3,500. It was second by Trustee Bridgman. Roll call vote. All in favor.

Sealed bids were requested for a sewer easement machine. Coe Equipment was the lowest bidder at \$47,154. Trustee Bridgman made a motion to approve Coe's bid of \$47,154 for the sewer easement machine. It was second by Trustee Barnes. Roll call vote. All in favor.

Supervisor Buchanan reported he has still not heard anything back from the Village of Swansea regarding the sewer service contract.

He said that the Village of Swansea did accept a bid from a lawn care company for the 201 Service Street property. He said if the funding should go through, we would expect to get the full payment from Swansea. He asked the Board if it was fair that we should charge interest up until the date the Township receives the payment. All the Board members agreed to this.

The Board discussed options for paternity leave if needed. Some options are vacation days, personal days, FLMA.

A motion was made by Trustee Bridgman to go into executive session to review prior executive session minutes. It was second by Trustee Schobert. Roll call vote. All in favor. After the minutes were reviewed, a motion to come out of executive session was made by Trustee Trentman. It was second by Trustee Barnes. Roll call vote. All in favor.

A motion to adjourn the Township meeting was made by Trustee Barnes. It was seconded by Trustee Bridgman. Roll call vote. All in favor.

The meeting was adjourned at 8:33 p.m.

Respectfully submitted:

Mary Carroll  
Township Clerk