

Regular Meeting
St. Clair Township

DATE: June 8, 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
Dave Barnes, Trustee
Greg Bridgman, Trustee
Richard Schobert, Trustee
Bob Trentman, Trustee
Robert Knee, Assessor

STAFF PRESENT: None

OTHERS PRESENT: Dean Wallen
Bob Trentman
Keith Sturgis

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 board members were present.

Minutes of Regular Board Meeting held on May 11, 2010:

A motion was made by Trustee Bridgman to approve the May 11, 2010 minutes. It was seconded by Trustee Schobert. Roll call vote. All in favor.

Minutes of Regular Board Meeting Executive Session held on May 11, 2010:

A motion was made by Trustee Bridgman to approve May 11, 2010 Executive Session minutes. It was seconded by Trustee Barnes. Roll call vote. All in favor.

Minutes of Special Board Meeting held on May 19, 2010:

Trustee Schobert said there was a typo in the minutes. The June meeting will be held on the 8th and not the 10th. A motion was made by Trustee Bridgman to approve the May 19, 2010 Special Meeting minutes with the correction. It was seconded by Trustee Schobert. Roll call vote. All in favor.

Monthly Supervisor's Treasurer's Report

Supervisor Buchanan provided the Treasurer's report for review. Trustee Bridgman made a motion to approve the Treasurer's report. Trustee Schobert seconded the motion. Roll call vote. All in favor.

Monthly Bills:

Trustee Bridgman made a motion to approve the monthly bills. Supervisor Buchanan seconded the motion. Roll call vote. All in favor.

Communications

There were no communications to present.

Engineer's Report:

None.

Supervisor's Report:

- Supervisor Buchanan said there have been no sewer backups.
- He reported on delinquent sewer accounts. Trustee Bridgman stated he is concerned that we have no recourse with the delinquent sewer bills. Supervisor Buchanan said he will be looking into cutting the water off for delinquent customers. He said there are some repeat offenders.
- Supervisor Buchanan pointed out work done to repair a sinking driveway in Highland Hills was completed.
- He said temporary corrections were made to bridges in Centennial Park but there is erosion, and the bridges will have to be moved upstream.
- The assessed valuation dropped \$10 million.
- He told the Board he asked for bids on the Supervisor's Bond, and it was resissued with a different company saving the Township \$1,300 per year.
- The Village of Swansea is still working on closing on the property at 201 Service Street. No payment has been received yet.
- The flow monitoring data is in now. Supervisor Buchanan will be meeting tomorrow with the engineer to review the analysis.
- Supervisor Buchanan gave an update on Loop Creek Park. A new lock on the gate was installed so that the police can get easier access. He also said that Ameren will not install the lights in the park. Ameren will only install if it by a paved road and won't increase wattage. This means the Township would have to pay the entire cost. Trustee Schobert sent some information regarding solar lights that Supervisor Buchanan plans to review.
- Supervisor Buchanan has requested a meeting with the Village of Swansea to review the analysis.
- Supervisor Buchanan suggested that we will need to raise sewer rates so they are effective for the August billing. He said he would go into this further when he reviews the budget.
- Supervisor Buchanan purchased electricity through Blue Star at a rate lower than last year.
- He pointed out that we currently have a dedicated phone line for the burglar alarm at the Sewer plant. He said we are currently paying \$100 a month for this line. He did some research and found out that we did not need this dedicated line and was able to cancel it and this will save \$1,200 a year.
- He told the Board there are some bills that need to be paid prior to our meetings to avoid penalties. There was discussion around this to decide what the best way to handle this would be. Trustee Barnes made a motion to allow Supervisor

- Buchanan permission to pay routine utility bills on time to avoid penalties. Trustee Bridgman seconded the motion. Roll call vote. All in favor.
- Supervisor Buchanan went over the responsibilities of the Board with relation to auditing the bills. He reminded the Board of their responsibilities:
 1. Determine if the expense is appropriate?
 2. Make sure the bills being charged to the appropriate line items?
 3. Confirm we are not overspending pursuant to the budget. Supervisor Buchanan said going forward he will provide an ongoing update for each line item for the Trustees to monitor.
 - Supervisor Buchanan wanted to disclose some information. He said there is some Township road work being conducted in Chenot Place. The driveway at 68 Carnation is owned by Supervisor Buchanan. There will be an additional piece of concrete that he wants included in the driveway repair. Supervisor Buchanan is going to pay for the extra concrete work himself. He wanted to make the Board aware of this.
 - The Township may be able to get an IEPA loan for the UV addition at the sewer plant. He said this loan would help reduce a large expected spike in sewer rates. He said the sewer rate increase will be discussed at the next meeting.

Highway Commissioner

Commissioner Burk said the construction is going good in Chenot Place. He said that the Weatherstone project will start next Monday, ahead of time. After that, they will start on the second phase of Weatherstone and then Lashley Estates.

He added to the points that Supervisor Buchanan had regarding auditing the bills. He showed the board an old invoice for several products in large quantity that had never been used and were still being stored and for products that were purchased at inflated prices. He said this is why it is important for the Board to audit the bills and question things.

Public Comments

Keith Sturgis added to the purchasing materials comment that Commissioner Burk elaborated on. He said that in his job he said has experienced very clever marketers who will try to get you to purchase more than you need. You need to be cautious.

Business Items

A letter was presented to the Board members from Attorney Stiehl to the Village of Swansea with questions and concerns regarding the sewer service contract.

Supervisor Buchanan proposed there should be two sewer rate adjustments. One in August and another adjustment when we finish the negotiations. Hopefully, the second one will be a decrease in rates.

St. Clair Township Budget

Supervisor Buchanan pointed out the same letter that Commissioner Burk presented at the Budget Meeting and said that based on the legal opinion we cannot and should not donate to the Humane Society. Trustee Trentman said he will not vote yes on a budget that eliminates the Humane Society donation from it. Supervisor Buchanan asked if there were any other questions on this topic, and there were none.

Supervisor Buchanan went over in detail the line items that had been revised from the last review for the General Town Fund, General Assistance Fund, Park Maintenance Fund and the Sanitary Sewer Fund. He provided a spreadsheets with Township projects and cost projections and also a budget worksheet to show possible different scenarios of how the Swansea sewer contract could affect the budget.

Rather than raise the rates up high for one year and then lower them the next year, Supervisor Buchanan said he would like to see the fiscal year 2011 expense spread out over time. This would smooth out the sewer fee increase. Some suggestions of how to keep sewer rates more even were:

- Delay projects
- Borrow money
- Pay Swansea over time.

He said the longer we wait, the higher the peak sewer fee increase will get. He said he would like guidance from the Board and suggested taking the UV project and the Piper Hills project out of this budget and moving them to next year. The Board members all agreed this was reasonable. He also asked if it would be appropriate to apply for an IEPA loan at 1.25% interest. He said we could pay this back earlier if needed and then invest the money at a higher interest rate. All the members were in agreement with the IEPA loan. In addition, Trustee Schobert suggested possibly still charging minimum fee, but not include the 2,000 gallon minimum usage in this fee.

Supervisor Buchanan asked for another Special Meeting on Tuesday 6/22/10 at 7:00 p.m. It was agreed that everyone could be in attendance.

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 approximately 9.25 p.m.

Respectfully submitted:

Mary Carroll
Township Clerk