

Regular Meeting St. Clair Township

DATE: December 14, 2010

TIME: 7:00 p.m.

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

MEMBERS PRESENT: Tim Buchanan, Supervisor
Mary Carroll, Clerk
Dave Barnes, Trustee
Richard Schobert, Trustee
Bob Trentman, Trustee

OTHERS PRESENT: Dean Wallen
Bob Little

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 were present except for Trustee Greg Bridgman, Hwy Commissioner Mark Burk, and Assessor Robert Knee.

Minutes of the Executive Session held on October 12, 2010:

A motion was made by Trustee Barnes to approve the October 12, 2010 Executive Session minutes. It was seconded by Trustee Schobert. Roll call vote. All in favor.

Minutes of the Regular Board Meeting held on November 9, 2010:

A motion was made by Trustee Schobert to approve the November 9, 2010 Regular Board Meeting minutes with changes noted. It was seconded by Trustee Barnes. Roll call vote. All in favor.

Minutes of the Executive Session held on November 9, 2010:

A motion was made by Trustee Barnes to approve the November 9, 2010 Executive Session minutes. It was seconded by Trustee Schobert. Roll call vote. All in favor.

Minutes of the Special Board Meeting held on November 30, 2010:

A motion was made by Trustee Schobert to approve the November 30, 2010 Special Board Meeting minutes. It was seconded by Trustee Barnes. Roll call vote. All in favor.

Minutes of the Special Board Meeting held on December 7, 2010:

A motion was made by Trustee Barnes to approve the December 7, 2010 minutes. It was seconded by Trustee Schobert. Roll call vote. All in favor.

Monthly Supervisor's Treasurer's Report

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

Monthly Bills

Trustee Schobert made a motion to approve the monthly bills. Trustee Barnes seconded the motion. Roll call vote. All in favor.

Communications

Supervisor Buchanan said the Township received notification that resident Geoffrey Bright filed a consumer complaint with the Illinois Attorney General in regard to the sewer increase. After receiving the complaint, Supervisor Buchanan tried to call Mr. Bright several times, but received no response. He sent Mr. Bright a letter to explain why the increase was necessary. Supervisor Buchanan and Mr. Bright and him talked on the telephone. Mr. Bright was satisfied after the explanation was provided.

Supervisor's Report

- a. Insurance Claims - No new claims and no updates.
- b. Delinquent Sewer Accounts - The report was reviewed. Trustee Trentman asked for clarification on the delinquent accounts report.
- c. Centennial Park Bridge Repairs - Supervisor Buchanan said repairs have been made to some bridges, and we are waiting on Swansea to repair the last bridge.
- d. New Centennial Park Agreement Update - The agreement is about 80% complete.
- e. Hockey Nets Near Wolf Branch School - The nets are holding up so far.
- f. Lights in Loop Creek Park - The new lights are up and are very bright.
- g. July Sewer Rate Adjustments - Credit for the July overcharge was given back to residents on the December bills. The total amount credited was \$43,521.
- h. Budget Adjustments Over 5% of Fund Appropriations - Supervisor Buchanan said he checked with other municipalities and none of them have a budget hearing to adjust if it is up by no more than 10%. We may need to adjust the sewer fund and he is recommending that if we are not going over by that much, we do not need to have the additional hearing. He wanted to make sure this was okay with the other members. No objections.
- i. Fiscal Responsibility Report Card - Board members received a copy of this document sent by the State of Illinois Comptroller. Supervisor Buchanan told the members they can view this comparison of municipalities on-line in more detail if they wish.
- j. Swansea Sewer Plant Negotiations - No update, but negotiations will start again in January.
- k. Letter to Editor - Supervisor Buchanan provided a copy of a proposed letter to the editor of the Belleville News Democrat that he was going to ask to have published regarding the tax levy.
- l. Post Retirement Healthcare Benefits - A copy of the Resolution Authorizing Benefits for Employees of the Town of St. Clair, St. Clair County, IL was submitted for review. The Township auditor recommended the Township make some improvements to this agreement to clarify the definition of the words "employee" and "retire". Trustee Schobert said that when the resolution was created it was intended for actual employees and not elected officials. Supervisor Buchanan asked the Board if they would have any objection to adding the words "excludes elected officials". There were no objections. Trustee Schobert said that the word "retire" in relation to retiree healthcare benefits was intended to mean someone who is drawing a pension from IMRF. There was some

discussion around whether or not it should include someone who quits and has enough time to be eligible for a pension benefit, but does not commence the pension until years later. Trustee Schobert said the intent when the resolution was adopted was for someone who is actively working and then retires to receive healthcare benefits. It was agreed this should be modified so that it only includes those employees who go from active employment to retirement and not a deferred vested employee.

Highway Commissioner's Report

Commissioner Burk was unable to attend the meeting, but left a report for Supervisor Buchanan to read that said the lease with Wilson Landscaping for the use salt barn was signed and dividers were installed in the salt barn. He also reported that there are now three full time road employees and there was snow fall recently. He said that one of the employees (Mike) was out of town, so the remaining two employees, Dan and Dean were able to take care of the roads. He said they did a fabulous job.

Public Comments

Bob Little said he was there to represent the Lincolnshire neighborhood. He said he canvassed his neighborhood and there were many of the residents who were concerned about the taxes going up due to the sewer costs . Supervisor Buchanan explained that the taxes are separate from the sewer rates. He said the that sewer operation basically runs like a business. When the costs go up to run it, the fees to the users have to be increased. Supervisor Buchanan asked Mr. Little to direct his neighbors to the on-line information that is posted on the Township website, and he offered to talk to Mr. Little after the meeting to explain further. Supervisor Buchanan said he would also make copies of a handout that he can distribute. Mr. Little agreed this would be a good idea.

Business Items

A. CK Lease Agreement - Supervisor Buchanan said the Township currently rents cylinders of gas. Praxair is the company currently used. He said another option is CeeKay. He said the two types of gas used are oxygen and argon. He provided a handout showing the options of how the gas cylinders can be rented/purchased. Supervisor Buchanan said that we can lease from CeeKay at a lesser rate, but we would need to go with a 20 year lease rather than a 5 year lease There was discussion regarding filling the tanks, how often the tanks are filled, renting vs. purchasing and the size of the tanks. Trustee Schobert and Trustee Barnes both said they were leery of the longer lease term. It was agreed that Supervisor Buchanan would rent both an oxygen and argon tank for 5 years each.

B. Audit Report - Supervisor Buchanan reported that expenditures were over by \$4,539 for the year ending 3/31/10 budget. He explained that the reason this happened was due to a \$5,000 line item for small tools that was on the worksheet twice (once under maintenance and once under administration). After this was discovered, it was combined so it was all under administration. However, it was not changed on the appropriations ordinance document. He recommended in the future, we work off the appropriations document rather than the worksheet to avoid this happening again.

He also handed out the audit report letter from J.W. Boyle Co. for members to review. Some suggestions the auditors made for improvement were to discontinue purchasing culverts out of

the motor fuel tax funds. If the Township wants to continue selling culverts to residents, it will need to purchase at market price and then sell them.

The auditors also recommended that the budget amounts entered into the accounting system be compared and reconciled to the appropriations ordinance that is approved by the Trustees and filed with the St. Clair County Clerk.

The last recommendation was to amend the Resolution regarding post retirement benefits to clarify certain areas. This was discussed earlier in the meeting.

C. Tax Levy - Paper copies of several different versions of a tax levy worksheet were provided in the packets. Supervisor Buchanan also noted this was sent to all the members electronically so that they could try different ways to see how the tax levy could be figured. He pointed out that there should be about three months of income available to hold the Township over until tax revenue is received, and approximately two months of income for any other emergencies. He also said that the operating budget and total revenues need to be close. He asked everyone to work with the spreadsheet and if they had any other proposal they would like to submit, to have the proposal to him soon. This way it could be included in the packet information for the public hearing meeting on 12/27/10.

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

Meeting was adjourned at 8:45 p.m.

Respectfully submitted:

Mary Carroll
Township Clerk