

Regular Meeting St. Clair Township

DATE: September 24, 2013
TIME: 7:00 p.m.
LOCATION: St. Clair Township Bldg
107 Service Street
Swansea, IL 62226

BOARD MEMBERS PRESENT: Dave Barnes, Supervisor
Brenda Reed, Clerk
Mary Carroll, Trustee
Greg Hipskind, Trustee
Keith Sturgis, Trustee
Jaynie Wells, Trustee

OTHERS PRESENT:	Curtis Williams	Dean Wallen
	Tonda Van Hoose	Rich Schobert
	Tim Buchanan	John Frazier
	Sue Don Carlos	Guy Don Carlos
	Steve Rebenstorff	Doris Rebenstorff
	Michael Cannon	Claudia Chumley
	George Peterson	Ruth Dehne
	Atif Khan	Lisa Khan
	G K	

CALL TO ORDER

The regular meeting of the St. Clair Township Board was called to order by Supervisor Barnes with the Pledge of Allegiance.

ROLL CALL

All voting board members were present.

Road Commissioner Kernan and Assessor Knee were not present.

APPROVE MINUTES

Motion was made by Trustee Sturgis, seconded by Trustee Carroll to approve the August 27, 2013 Regular Board Meeting minutes with additions. Roll call vote. All in favor.

TREASURER'S REPORT

Motion was made by Trustee Carroll, seconded by Trustee Hipskind to approve the Treasurer's Report. Roll call vote. All in favor.

BUDGET REPORT

Motion was made by Trustee Wells, seconded by Trustee Carroll to approve the Budget Report. Roll call vote. All in favor.

Mrs. Carroll requested it be noted she voted “no” because putting names of the Supervisor and Road Commissioner on the window was an unnecessary expense.

MONTHLY BILLS

Motion was made by Trustee Wells, seconded by Trustee Hipskind to approve payment of the monthly bills. Roll call vote. Yes – Wells, Sturgis, Hipskind, Barnes. No – Carroll. Motion passed.

COMMUNICATIONS

Clerk, Brenda Reed, told the board she received a copy of the St. Clair County Emergency Operations Plan (EOP) on a disc. She made a copy of much, but not all, of the EOP. The disc and hard copy are in a binder, clearly labeled, with the minutes binders. A copy of the letter accompanying the disc and the table of contents of the EOP were provided to each board member.

SUPERVISOR’S REPORT

- The delinquent sewer account report was provided to the board. It was noted collections this month are down. There is a history of fluctuation in amounts collected that seems to follow a seasonal trend.
- Shut-off notices are sent every other month along with billing. No notices sent this month.
- Trustee Wells shared information about the first meeting of the Volunteer Park Board. Supervisor Barnes installed the officers of the board at the meeting September 9. Committee members are excited about the opportunity to serve. The board’s first project will be taking an inventory of what is at each park. The condition of all items on the inventory will be noted. Information about the Park Board is on the Township website
- There were 5 sewer back-ups on Hunter’s Way in Hunter’s Crossing in the last month. Grease is getting into the line from somewhere. The line was on a 6 month cleaning schedule. It is being changed to a 3 month cleaning schedule. Supervisor Barnes met with homeowners involved to discuss precautionary measures they can take to prevent future water damage. He also explained the need to make a claim with their homeowners insurance before bringing a claim to the township
- A copy of the Audited Financial Statement for year ending March 31, 2013, prepared by J.W. Boyle, was provided to each board member.
- Supervisor Barnes has learned the Swansea Board of Trustees did not accept the township’s sewer contract proposal drafted August 27, 2013. He was told the Swansea Board did not intend to make a counter proposal but intends to create

an ordinance to address directly billing township residents who receive sewer service from Swansea. Supervisor Barnes has not received written notification of Swansea's intention to end negotiations on the sewer contract. The board agreed to take no action until written notification about the contract is received.

HIGHWAY COMMISSIONER'S REPORT

The highway commissioner was not present.

PUBLIC COMMENTS

John Frazier asked for clarification as to whom the board members represented in regard to negotiating the sewer contract.

Guy DonCarlos informed the board about the possibility of the county rezoning a parcel on South 11th Street to allow for a recycling facility. He raised the concern about how traffic to such a facility might affect township roads.

BUSINESS ITEMS

- Supervisor Barnes presented an idea for changing the way invoices are approved for payment. He provided an example of a form that could be signed that would be attached to a List Report of invoices needing approval. Each invoice would still be available for review but Trustees would no longer be required to sign for each invoice separately.
Motion to make approval of invoices by a List Report was made by Trustee Wells, seconded by Hipkind. Roll call vote. All in favor.
- Supervisor Barnes suggested having Open Houses on Tuesday, December 3 from 4:00 – 7:00p.m. and Wednesday, December 4 from 1:00 – 4:00p.m. Non-perishable food donations will be accepted at the open house. Donated food will be distributed to local food pantries. Invitation to the Open House will be printed on sewer bills and posted on the website. There was discussion about whether December was the best time to schedule the event. Trustee Carroll suggested the Open House be held during a time not as busy as the holiday season.
Motion to have the Open House on 12/3 and 12/4 was made by Trustee Wells, seconded by Trustee Hipkind. Roll call vote. Yes – Wells, Hipkind, Barnes; No – Carroll, Sturgis. Motion passed.
- The lift station project on Route 15 is complete! Motion to make final payment to Kamadulski Excavating in the amount of \$16,948.20 was made by Trustee Hipkind, seconded by Trustee Wells. Roll call vote. All in favor.
- Supervisor Barnes reported Ron Stuckel, Township Engineer, has suggested temporary concrete barriers be placed to protect the new lift station at Route 15 while construction of the road is ongoing. The estimated cost is \$2,000. The board requested clarification as to what type of permanent barrier will be necessary when construction is complete and whether dollars might be saved if the temporary barrier could be incorporated with the eventual permanent structure.

- Atif and Lisa Khan, owners of Penn Station Subs in the area, are considering opening a sub shop in the township. They requested a variance on the township's requirement for all restaurants to have a one thousand gallon, external grease trap (Ordinance 2011-2). The shops they currently own are equipped with fifty gallon, interior grease traps. They are requesting to use the same in St. Clair Township. The board's approval is not necessary on this matter but Supervisor Barnes wanted input from the board. The board supported Supervisor Barnes investigating further and making a decision about the variance.

EXECUTIVE SESSION

No items on agenda.

ADJOURNMENT

Motion to adjourn was made by Trustee Sturgis, seconded by Trustee Hipkind. Voice vote. All in favor.

The meeting was adjourned at 8:22p.m.

Respectfully submitted:

Brenda Reed
St. Clair Township Clerk