

## Regular Township Meeting

DATE: September 8, 2009

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  
Greg Bridgman, Trustee  
Bob Trentman, Trustee  
Dave Barnes, Trustee  
Robert Knee, Assessor

STAFF PRESENT: Bill Stiehl, Attorney  
Ron Stuckel, Engineer

OTHERS PRESENT: Dean Wallen  
Rock Verrochi  
Sue Gruberman  
Terry Carroll

### 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. Trustee Schobert was absent.

### Minutes of Regular Board Meeting on August 11, 2009:

Supervisor Buchanan noted that on page 4 “former supervisor” should be changed to “sewer foreman.” Motion made by Trustee Bridgman to approve the August 11th minutes as amended and seconded by Supervisor Buchanan. All in favor.

### Supervisor’s Monthly Treasurer’s Report:

Supervisor Buchanan asked for questions. With no questions, a motion was made by Supervisor Buchanan, and seconded by Trustee Barnes to accept the Supervisor’s monthly treasurer report as presented. Roll call vote. All in favor.

### Monthly Bills:

Trustee Barnes asked what the entry for the Camper Exchange was for. Road Commissioner Burk said it was for the use of a trailer to haul the Bobcat. Supervisor Buchanan made a motion pay the monthly bills out of the appropriate accounts. It was seconded by Trustee Bridgman. Roll call vote. All in favor.

Supervisor Buchanan added that some bills become due between meetings such as the Ameren Electric bill. He said there are only 14 days to pay between Ameren sending the statement and the Township receiving it. Rather than be assessed the late fee, it is paid before the Board meets again. He wanted to know if there were any objections to this. There were none.

### Communications:

The Township received an invitation for the NAACP's Together We Rise event to be held on October 18<sup>th</sup>. He provided a copy to all members if anyone was interested in attending.

The Swansea Patriots, an organization that works to raise money for the parks in the village, has asked if the Board wants to place an ad in their program book for their annual Camelot Auction to be held on November 14<sup>th</sup>. A full page ad costs \$50.00. Supervisor Buchanan suggested we put an ad in the book. It would cost each Board member \$7.00 if they would like to participate. If they do not, Buchanan said he would make up the difference himself. Information was provided in the Board packets for further explanation.

Also included in the Board packets was a copy of the Township Officials of Illinois Legislative Issue Proposal Form. Supervisor Buchanan explained this is an opportunity to make suggestions or comments to the TOI for their 2010 Legislative Agenda. One item that Supervisor Buchanan said he would like to suggest, and he believed it is already being considered by TOI, is that Townships have the right to turn off the water of delinquent sewer accounts, as do cities and villages. He asked the Board members to keep this form in mind, and if they have suggestions or comments that they submit them.

The Board was presented with a copy of a letter from the Township's insurance provider regarding a claim for an injury to a minor child as a result of coming into contact with a drain pipe on property located on Mine Haul Road in Belleville in 2008. This is not part of the Township, but the Township has to comply with the claim process. The letter from the insurance company indicated the investigation was complete and that St. Clair Township does not own nor is it responsible for the maintenance of the drain pipe in question.

The Township recently received the normal invoice for sewer services from the Village of Swansea with an additional capital improvement fee tacked on for 2009 Annual Sewer Assessment Cost. Supervisor Buchanan noted we are still in negotiations with Swansea regarding the sewer assessment cost.

Public Comment:

The floor was opened up for public comment. Mr. Dean Wallen said that he noticed that the sewer backup policy was on the agenda for this meeting. He wanted to let the Board know that he favors the current sewer policy. Supervisor Buchanan thanked him for his input.

Old Business:

Supervisor Buchanan told the Board that he has met with the Swansea officials regarding the sewer contract, and their attorney is working on a response.

At the last meeting, a discussion was held about what to do with the basketball poles in Loop Creek Park. It was decided at that time to table the discussion until all the Board members had a chance to visit the park and review the situation. After a lengthy discussion, it was agreed that backboards would be put back on the poles. If there is indication of problems, they would be removed permanently.

The next agenda item was the proposed change to the sewer backup policy. Since Trustee Schobert was not able to attend the meeting, Supervisor Buchanan asked for his comments prior to the meeting. Everyone received a copy of Trustee Schobert's comments which indicated he is in favor of the current policy. After extensive dialogue, Supervisor Buchanan made a motion that the current sewer backup payment policy be terminated and that in the future, the township only pays for damages for which the township is legally liable. The motion was seconded by Trustee Barnes.

Trustee Bridgman made a motion to amend the motion to state "that it will take affect sixty days after notification of Township sewer customers the policy is being changed." Supervisor Buchanan seconded the amendment. A voice vote was taken. All in favor.

Supervisor Buchanan asked Clerk Carroll to read the full motion with the amendment included: "The current sewer backup payment policy be terminated and that in the future, the Township only pays for damages for which the Township is legally liable, to take affect sixty days after notification of Township sewer customers the policy is being changed." Roll call vote was taken. Trustee Trentman-Nay, Trustee Bridgman-Aye,

Trustee Barnes–Aye, Supervisor Buchanan–Aye. Three Ayes, One Nay - Motion carried.

Trustee Trentman added that a motion be made: “That the Township will pay a customer’s deductible, up to \$500, as long as the customer has sewer backup insurance.” There was no second to the motion. Motion dies.

New Business:

There was one bid for the surplus car the Township was disposing of. Clerk Carroll opened the bid in the amount of \$3,000. The bid was rejected by Road Commissioner Burk. He stated the car’s worth is between \$11,000 and \$13,000. Therefore, this would not be acceptable. Road Commissioner Burk asked Attorney Stiehl if he could now sell the car out right. Attorney Stiehl said he would look into this and get back to him.

Supervisor Buchanan asked for motion to grant authority for an Automatic Cash Management Agreement with the Bank of Edwardsville. A voice vote was taken. All in favor.

Supervisor Buchanan said the Township currently has an EPA loan with a balance of \$159,000 that we are paying 3.58% interest on. He asked for authority to cash in a CD that we are only earning 2% interest on to pay off the loan. Trustee Barnes made a motion to pay off the EPA loan. Trustee Bridgman seconded. Roll call vote. All in favor.

A discussion was held about modifying the current manhole policy so we can hold back sewer tap in rights until the manholes are corrected. It was decided to discuss this further with Attorney Stiehl further before moving ahead with this.

Supervisor Buchanan provided the Board members information about mine subsidence coverage for the sewer plants. It was noted that the Township has \$2,000,000 of coverage for the sewer plant building in case of fire, etc. However, it is only covered for \$350,000 if the loss is a result of mine subsidence. There is concern this may not be enough coverage, especially since the area the plant is located is known for subsidence problems. Supervisor Buchanan said he will investigate this further.

Supervisor Buchanan said there is a tree blocking the light in Loop Creek Park. He asked to entertain discussion on whether or not to cut the tree down. It was decided to cut the tree down.

For auditing purposes a formal Cell Phone Usage Policy is being implemented. The policy states that cell phones are to be used for

Township business purposes only. Elected officials and employees shall not use Township cell phones for personal call. Supervisor Buchanan made a motion to adopt the policy. Trustee Barnes seconded it. Roll call vote. All in favor.

For auditing purposes, a formal Vehicle Use Policy is being implemented. The policy states that Township vehicles are to be used for Township business purposes only and shall not be taken home by elected officials or employees except for emergency situations with the consent of the Supervisor or Road Commissioner. Roll call vote. All in favor.

### Reports:

#### Supervisor's Report

Reports with daily activity from the sewer foreman (Luke Schutzenofer and Denny Milam) were provided for review.

In follow-up to last month's meeting, Supervisor Buchanan reported we are now purchasing power from Blue Star Energy.

Supervisor Buchanan reported that on the last sewer bill a notice was added that all customers should make sure they have sewer backup insurance on their policy.

Supervisor Buchanan informed the Board there was a problem on a project the Township is working on at Colonial Square. A contractor that did work for us drove on private property and dumped rock. The owner called and said the contractor did not clean it up properly. Supervisor Buchanan stated we need to stay on top of contractors, and hold them responsible for the specified easements stated in the bid.

Due to a breakdown, a new furnace and air conditioning unit for the Township building was installed at the cost of \$11,850.

The new credit card processing is up and operational. It is going well.

Supervisor Buchanan reported that the property taxes are starting to come in.

The switch to Verizon cell phone service has been accomplished. In addition to the cost savings, Supervisor Buchanan was able to negotiate with Verizon to allow the Township to have the phones free.

A discussion was held regarding the pros and cons of putting more money in CDs. If the Township would need to pull the money out immediately for any reason, there would be penalties assessed.

Supervisor Buchanan said he has not talked to the property owner regarding the damaged cottonwood tree. He will take action in October.

Supervisor Buchanan reported that in spite of our Township having a sewer plant, Township Officials Risk Management Association (TORMA) will be making a proposal for insurance. He will report on this further once we receive the proposal.

#### Road Commissioner' Report

Commissioner Burk said the Township sold culverts to a resident on Cardinal Drive. He said the resident is satisfied.

Commissioner Burk said he researched having a diesel truck repair company come to the Township to make repairs instead of having to go to them. He has found a firm, H&M, who are very qualified, less expensive and will come out at any time.

The Township owns property on Sandalwood that is a boy cut on a culvert. The property is of no use to the Township and is a liability. Commissioner Burk is recommending we sell or deed it to the adjacent property owner. In addition, Commissioner Burk researched a road near Hwy 158 in Stookey Terrace that we should be maintaining and we have not. The County confirmed this is the Township's responsibility. Again, he would like to deed this to the homeowner. Commissioner Burk said he will work with Attorney Stiehl on this project.

#### Engineer's Report

Update on the Highland Hills project found that resident Fournie was still not willing to provide the easement needed. Therefore, Ron Stuckel said this will effectively stop the project for now.

Stuckel said that not all the revisions to property owners were back yet on the Piper Hills project.

#### Delinquent Sewer Accounts Report

Attorney Stiehl said that papers have been served on the largest delinquent account.

A motion was made by Supervisor Buchanan to go into an executive session to discuss personnel issues. It was seconded by Trustee Bridgman. Roll call vote. All in favor.

After discussion, a motion to come out of executive session was made by Supervisor Buchanan. It was seconded by Trustee Barnes. Roll call vote. All in favor.

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

Respectfully submitted:

Mary Carroll  
Township Clerk