

Regular Meeting St. Clair Township

DATE: December 16, 2014
TIME: 7:00 p.m.
LOCATION: St. Clair Township Bldg.
107 Service Street
Swansea, IL

CALL TO ORDER

The regular meeting of St. Clair Township Board of Trustees was called to order at 7:00 p.m. by Supervisor Barnes with the Pledge of Allegiance.

ROLL CALL

Present: Supervisor Barnes
Trustees Mary Carroll, Jaynie Wells, Keith Sturgis, Greg Hipskind
Absent: none

Officials Present: Clerk Brenda Reed, Road Commissioner Skip Kernan

Others Present: Dean Wallen Tom Roewe
Vladimir Halupa Jill Halupa
Don Harper Deb Barnes

APPROVE MINUTES

Under Budget Report, Trustee Hipskind requested the statement about the discussion of attorney's fees include the amount of the fee, \$35,779.43 for one month. Under Highway Commissioner's Report, Trustee Carroll pointed out contract workers, not township employees, were working on the Phlox and Gerri Ann projects. Trustee Carroll pointed out the October ending balances in the Road and Bridge Fund and Permanent Road Fund on the Treasurer's Report as listed in the November minutes are not the same as the beginning balances on the November Treasurer's Report. Supervisor Barnes explained there were some coding errors on some payments. Correction of the errors resulted in changes in the balances of the funds. The changes that were made will be included in the December minutes under the Treasurer's Report.

A motion to accept the minutes as amended was made by Trustee Hipskind. Trustee Carroll seconded the motion. Roll call vote. All in favor.

A motion to approve the minutes of the Special Meeting on November 24, 2014 was made by Trustee Sturgis. The motion was seconded by Trustee Wells. Roll call vote. All in favor.

TREASURER'S REPORT

Supervisor Barnes read the beginning and ending balances of each fund for the month of November.

	<u>November 1, 2014</u>	<u>November 30, 2014</u>
General Town Fund	\$ 461,110.19	\$ 446,461.90
General Assistance Fund	\$ 72,435.07	\$ 70,238.41
Park Maintenance Fund	\$ 175,663.08	\$ 174,713.64
Road & Bridge Fund	\$ 478,679.78	\$ 460,836.95
Permanent Road Fund	\$ 980,221.09	\$ 883,055.25
Sanitary Sewer Fund	\$ 4,647,820.23	\$ 4,703,869.69

There was discussion about the difference in ending October balances and beginning November balances in the Road and Bridge Fund and Permanent Road Fund. Supervisor Barnes read the amounts coded to the incorrect accounts that resulted in the balances changing. He provided written explanation of the errors (attached).

Supervisor Barnes requested a motion to accept the treasurer's report as read. Trustee Hipskind made the motion. Trustee Sturgis seconded the motion. Roll call vote. All in favor.

BUDGET REPORT

There was discussion about some line items being over budget. Supervisor Barnes said he plans to do an appropriations transfer. Road Commissioner Kernan said he will do any need transfers at year end. Trustee Wells questioned whether attorney fees should be allocated across funds. Trustee Sturgis moved to accept the budget report as presented. Trustee Carroll seconded the motion. Roll call vote. Yes – Carroll, Sturgis, Hipskind, Barnes. No – Wells.

MONTHLY BILLS

Supervisor Barnes explained approving the board list (monthly bills) is not necessary because the trustees sign a cover sheet for every payment made. The A/P Board List serves as a summary of the bills paid during the previous month. Trustee Carroll requested cover sheets include specific information about which project(s) a payment is for if that information is not obvious on an invoice.

COMMUNICATIONS

Supervisor Barnes said there is no new information about the lawsuit filed against the township board by the road commissioner. The road commissioner thought the lawsuit might be resolved in the next 48 hours.

SUPERVISOR'S REPORT

Past due amounts for sewer services continue to increase. Amounts more than 151 days past due have increase \$7,000 since December 2013.

Supervisor Barnes received a proposal for the probable construction costs of a restroom at Loop Creek Park from Ron Stuckel, Kuhlman *design* Group. A unisex type restroom is expected to cost from \$75,000 to \$85,000. A men/women dual side restroom is expected to cost from \$120,000 to \$130,000. Engineering costs for either would be an additional \$26,140.

Belleville Sewer negotiations are ongoing. There is nothing to bring to the board at this time. Trustee Wells asked who was negotiating. Supervisor Barnes said we are negotiating. Trustee Wells asked who "we" were. Mr. Barnes said he can negotiate anything without Board approval but he cannot sign any contracts without Board approval.

ROAD COMMISSIONER'S REPORT

Road Commissioner Kernan reported the Gerri Ann and Phlox projects are complete.

Trustee Sturgis had some questions about work on South 7th Street. He will follow up with Road Commissioner Kernan and Gleeson Asphalt.

PARK BOARD REPORT

Park Board President Dean Wallen said the projected cost of restrooms at Loop Creek Park puts that project on hold. He reported the park board thinks there should continue to be a volunteer day. Mr. Wallen said the park board might consider a controlled burn to deal with invasive species. Mr. Wallen also reported there is a drainage problem on the parking lot at Centennial Park. He assumes clean out of a ditch will alleviate the problem.

PUBLIC COMMENTS

Jill Halupa asked if there was something the township board could do to educate residents about problems caused by raking leaves into the street.

Dean Wallen asked if he could use the township building to hold a meeting to address sewer billing changes for interested residents. Supervisor Barnes said he and Swansea Administrator,

Lisa Powers are planning a meeting to discuss the changes and letters will be sent to affected residents when the date and place of the meeting are final.

Tom Roewe asked who to contact about broken asphalt at the railroad tracks on East B Street Road. Trustee Hipkind said CSX owns the tracks at that crossing.

Keith Sturgis presented a question for township resident, Ted Farmer who was unable to attend the meeting. Mr. Farmer wanted to know why the township is doing business with Gleeson Asphalt if the township is suing Gleeson. Road Commissioner Kernan said he will call Mr. Farmer.

BUSINESS ITEMS

- Reroute Forced Main – Rerouting of the forced main at the treatment plant is needed to do repair of manholes. Supervisor Barnes presented a proposal from Steve Galle, Midwest Excavating, Inc. in the amount of \$8,370. Supervisor Barnes reminded the board he is not required to get multiple bids for the project because the cost is below \$20,000. Mr. Barnes asked the board's approval to move ahead with the project. Trustee Carroll made a motion to approve the project for \$8,370 with Steve Galle, Midwest Excavating. Supervisor Barnes seconded the motion. Roll call vote. Yes – Carroll, Sturgis, Hipkind, Barnes. Present – Wells. Motion passed.
- Transworld Systems Agreement – The current 24 month contract with Transworld Systems, a collection agency, has expired. A new 24 month contract with them would be at the same cost per account as the previous contract, \$14.25 each for 100 accounts (\$1,425). The previous contract with Transworld brought the township \$4.90 per dollar spent. The trustees would like to see a comparison of cost of Transworld and the state of Illinois' collection services. The vote on the agreement with Transworld Systems died for lack of a motion.
- Sewer Department Truck – Supervisor Barnes provided price information from three dealers he contacted. Trustee Wells reminded Supervisor Barnes it is necessary to advertise for bids for purchases over \$20,000. A vote on the purchase of a truck died for lack of motion.
- Truck Conversion – No need for discussion because no action was taken on truck purchase.
- Township Office Security System – Supervisor Barnes provided two proposals for security systems. The board decided one threat over the telephone by a disgruntled sewer customer did not warrant installation of a security system.
- 2015 Meeting Dates – Supervisor Barnes suggested the monthly meetings continue to be held the fourth Tuesday every month except June, November, and December. The

November and December changes are due to Thanksgiving and Christmas. The June change is due to Supervisor Barnes attending his son's participation in the National Veterans' Wheel Chair Games. Trustee Wells made a motion to hold Township Board meetings on the fourth Tuesday of each month, except June, November, and December. The motion was seconded by Trustee Carroll. Roll call vote. All in favor.

ADJOURNMENT

At 8:36 p.m. Trustee Wells made a motion to adjourn the meeting. Trustee Carroll seconded the motion. Voice vote. All in favor.

Respectfully submitted:

Brenda Reed
St. Clair Township Clerk

Approved with corrections: February 24, 2015.