

## **Regular Meeting St. Clair Township**

DATE: August 25, 2015  
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 Hipkind  
Absent: none

Officials Present: Clerk Brenda Reed

Others Present: Brian Buckheit, HMG Engineers, Inc.  
Dean Wallen

### APPROVE MINUTES

Trustee Carroll made a motion to approve the Regular Board Meeting Minutes of July 28, 2015. Trustee Sturgis seconded the motion. Roll call vote. All in favor.

### TREASURER'S REPORT

Due to an adjustment made to SUTA (unemployment insurance) the July 1, 2015, balance in the Permanent Road Fund is \$2.92 less than the balance reported for June 30, 2015. Due to an adjustment to SUTA the July 1, 2015, balance in the Sanitary Sewer Fund is \$9.69 more than the balance reported for June 30, 2015.

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

	<u>July 1, 2015</u>	<u>July 31, 2015</u>
General Town Fund	\$ 395,072.98	\$ 453,764.33
General Assistance Fund	\$ 55,314.50	\$ 70,731.47
Park Maintenance Fund	\$ 157,926.96	\$ 185,284.38
Road & Bridge Fund	\$ 416,580.84	\$ 349,669.53
Permanent Road Fund	\$ 561,462.78	\$ 881,054.74
Sanitary Sewer Fund	\$ 4,870,506.01	\$ 4,934,690.75

A motion to approve the treasurer's report was made by Trustee Hipskind. Trustee Sturgis seconded the motion. Roll call vote. All in favor.

#### BUDGET REPORT

A motion to approve the budget report was made by Trustee Carroll. Supervisor Barnes seconded the motion. Roll call vote. All in favor.

#### COMMUNICATIONS

Supervisor Barnes said he received a letter requesting preliminary paperwork for the 25% matching grant in the amount of \$13,775.00 for work on the parking lot in Centennial Park. He expects to receive confirmation of the grant before the next meeting.

#### ROAD COMMISSIONER'S REPORT

In Road Commissioner Kernan's absence, Trustee Hipskind read a note from the road commissioner. It stated the Whiteside Drive overlay was complete, Coral Drive should be complete in two weeks, and Shady Lane is expected to be complete in mid-September. Grass has been cut on roadsides throughout the township and a bid opening is scheduled Tuesday, September 1, 2015, for work on Elizabeth Drive.

#### SUPERVISOR'S REPORT

Supervisor Barnes reported 73 shut-off notices were sent with the August sewer bills. Approximately \$90,000 of amounts past due is from residences now billed directly by Swansea. There is a September 19, 2015 court date for the sewer customer who owes more than \$75,000 of that \$90,000.

#### PARK BOARD REPORT

Park Board President Dean Wallen thanked the board for paying dues to join Southern Illinois Parks and Recreation Association.

A light pole needs to be replaced near the parking lot in Centennial Park. More mulch is needed to complete covering the walking path in the park. Picnic tables have been painted, tops of

parking posts have been painted, and painting the roof is on the list of things to do. The road crew will use the brush-hog to knock down the big weeds again in the next couple weeks.

Mr. Wallen said he inquired about the cost of the restroom at Three Springs Park in Shiloh and was told Calhoun Construction put the restroom in for about \$90,000.

Mr. Wallen mentioned Heartland Conservancy has a 9-acre piece of property next to Deer Springs Dental Office on Lebanon Avenue. They are hoping to find a government agency to take responsibility for the property.

#### PUBLIC COMMENTS

There were no comments.

#### BUSINESS ITEMS

- Sewer pipe lining – Supervisor Barnes provided a proposal from KdG, Inc., for civil engineering services for the lining of sanitary sewers at Antiquity Lane between Winthrop Drive and Williamsburg Drive, Winthrop Drive just north of Chippendale Drive and San Mateo Drive between Monterrey Drive and El Cerrito Drive in the amount of \$6,900.00. Trustee Carroll made a motion to approve the contract with KdG, Inc. Trustee Hipskind seconded the motion. Roll call vote. Yes – Carroll, Sturgis, Hipskind, Barnes. No – Wells. Motion passed.
- Sewer worker uniforms – Last month the board approved a proposal from Clean Uniform Company to lower its fees, however, the timeframe of the contract was unclear. Supervisor Barnes informed the board the contract would be for two years. Trustee Carroll made a motion to approve the two year Service Agreement No. 40024360 with Clean Uniform Company. Trustee Sturgis seconded the motion. Roll call vote. All in favor.
- Midwest Propane monthly payment plan – At last month's meeting the board requested more information about the township's propane usage before considering whether to approve entering into a monthly payment plan agreement with Midwestern Propane. Supervisor Barnes reported the township has a 500 gallon tank for the back-up generator at the sewer plant. The tank was refilled three times in a 13 month period (Jan. 2014 - 215 gallons @ \$2.81/gal, April 2014 - 239 gallons @ 2.99/gal, Jan. 2015 - 280 gallons @ \$1.94/gal). Under the monthly payment plan the payment will be \$80 per month for the next 10 months with a price cap of \$1.69 9/10 per gallon. The current price of propane is \$1.07 9/10 per gallon. Trustee Carroll made a motion to approve signing up for the monthly payment plan offered by Midwestern Propane Gas Co. Supervisor Barnes seconded the motion. Roll call vote. All in favor.

- Final pay request – The painting and rehab work at Sludge Plant #3 is complete and has been inspected. Thick paint around valves has caused some valve handles to break. Heating the paint before turning valves should alleviate the problem with those that have not yet been turned. Trustee Carroll made a motion to approve the final payment for the rehab work at Sludge Plant #3 to Aetna Coatings in the amount of \$168,000.00. Trustee Sturgis seconded the motion. Roll call vote. All in favor.
- Pay request for unexpected work at Plant #3 – As the sludge tank was drained areas needing repair and painting not included in the original bid were discovered. Rhutasel and township staff inspected and identified the additional areas needing repair. The additional work was billed on a time and material basis. The total for the extra work was \$7,892.71. Supervisor Barnes made a motion to approve the balance due for the extra work on Plant #3. Trustee Sturgis seconded the motion. Roll call vote. All in favor.

#### EXECUTIVE SESSION

At 7:33 Trustee Sturgis made a motion to go into executive session because of probable litigation under 2(c)11 of the OMA. Supervisor Barnes seconded the motion. Roll call vote. Yes – Carroll, Sturgis, Hipskind, Barnes. No – Wells. Motion passed.

It was announced that no action would be taken when the board came out of Executive Session.

At 8:01p.m. Executive Session was adjourned and the regular meeting reconvened.

#### ADJOURNMENT

At 8:01 p.m. Trustee Carroll made a motion to adjourn the meeting. Trustee Sturgis seconded the motion. Voice vote. All in favor.

Respectfully submitted:

Brenda Reed  
St. Clair Township Clerk

Approved: Sept. 22, 2015