

Regular Meeting St. Clair Township

DATE: December 20, 2016
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 and Greg Hipkind

Officials Present: Clerk Brenda Reed, Road Commissioner Skip Kernan

Others Present: Attorney Terry Bruckert, BG & L, P.C.
Dean Wallen Angela Grossmann-Roewe
Samuel Morgan J. Miller
Vladimir Halupa Timothy Lockett
Bob Buechler

APPROVE MINUTES

Trustee Carroll made a motion to approve the November 15, 2016 Regular Board Meeting Minutes. Trustee Wells seconded the motion. Roll call vote. All in favor.

Trustee Carroll made a motion to approve the October 25, 2016, Executive Session Minutes with the changes of a "that" and a "which" for clarification purposes. Trustee Wells seconded the motion. 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. Supervisor Barnes noted the beginning balance of the Sanitary Sewer Fund in the November Treasurer's Report is \$6.65 more than the ending balanced stated in the October report because of a journal entry of interest income. Eight residents were given aid from General Assistance in November.

	<u>November 1, 2016</u>	<u>November 30, 2016</u>
General Town Fund	\$ 470,605.80	\$ 452,834.04
General Assistance Fund	\$ 90,474.16	\$ 88,784.75
Park Maintenance Fund	\$ 199,980.06	\$ 146,715.69
Road & Bridge Fund	\$ 509,081.14	\$ 491,534.21
Permanent Road Fund	\$ 629,158.55	\$ 599,521.15
Sanitary Sewer Fund	\$ 4,939,891.90	\$ 5,102,345.08

Trustee Carroll made a motion to accept the Treasurer's Report as read. Trustee Sturgis seconded the motion. Roll call vote. All in favor.

BUDGET REPORT

Trustee Hipskind made a motion to approve the Budget Report. Trustee Sturgis seconded the motion. Roll call vote. All in favor.

COMMUNICATIONS

Supervisor Barnes reported Clearview agreed to pay half the amount to repair a sewer line they bored through because there was no way to prove the ground was not marked incorrectly. They paid \$2,200.

Supervisor Barnes also reported one set of playground equipment has been removed from Loop Creek Park. It was donated to Eagle Park in Madison.

ROAD COMMISSIONER'S REPORT

Road Commissioner Kernan praised the road crew for a job well done on the roads during the unpredicted freezing rain Friday evening. He also reported the state has approved reopening Mine Haul Road. That project will start in the spring. Mr. Kernan also reported the road district has received a grant of \$80,000.00 for short 11th Street. That project will also start in the spring.

SUPERVISOR'S REPORT

Supervisor Barnes reported the total amount of sewer bills past due more than 151 days is down a couple thousand dollars. He stated 62 shut-off notices were sent with December sewer billing. Supervisor Barnes stated there was a sewer back up on West Blvd. Fortunately it was at a building being rehabbed.

PARK BOARD REPORT

Park Board President Dean Wallen reported a park board member has designed a nature play area that would work nicely in the area recently cleared of honeysuckle. They expect to present

the design to the board next month. He reminded everyone the next Volunteer Day will be March 4, 2017.

PUBLIC COMMENTS

Vladimir Halupa stated he would like to have public comments after each business item on the agenda.

BUSINESS ITEMS

- CD option – Supervisor Barnes stated a \$250,000.00 CD is maturing tomorrow. He asked for the Board’s approval to renew for one year at 1% interest. Trustee Hipskind made a motion to renew the CD at 1% for one year. Trustee Carroll seconded the motion. Roll call vote. All in favor.
- Employee Handbook – Supervisor Barnes explained the revised handbook had been approved at a previous meeting but while a quorum was present at the meeting only two board members voted to approve the revised handbook and three members need to approve it. Trustee Wells made a motion to accept the updated Employee Handbook. Trustee Sturgis seconded the motion. Roll call vote. All in favor.
- Sewer plant parking lot – Supervisor Barnes thought the parking lot needed to be discussed and voted on again. The board said they were all in attendance when that vote was taken.
- IMRF Cafeteria Plan – Supervisor Barnes explained it is necessary for the Board to pass a resolution for Section 125 earnings to be correctly reported for the employees. The earnings are currently being reported without the resolution in place. The board needs to pass the IMRF Form 6.25 Suggested Resolution and postdate it to April 25, 2014. The township resolution number is Resolution 2016-1. Trustee Carroll made a motion to approve Resolution 2016-1. Trustee Hipskind seconded the motion. Roll call vote. Yes – Carroll, Sturgis, Hipskind, Barnes. No – Wells. Motion passed.
- Transfer of Appropriation – Supervisor Barnes reported that he discussed the recent Road District Transfer of Appropriation request with attorneys at a TOI educational seminar he recently attended. The attorneys he spoke with suggested the transfer should be approved. Supervisor Barnes presented the Transfer of Appropriation to the Board. He stated it was the same request previously presented to the Board. Trustee Hipskind made a motion to approve the Road District Transfer of Appropriation. Supervisor Barnes seconded the motion. Roll call vote. Yes – Hipskind, Barnes. No – Carroll, Wells, Sturgis. Motion failed.
- Travel Expense Reporting – A new state law requires the township to adopt an ordinance to regulate the reimbursement of all travel, meal, and lodging expenses of officers and employees. Trustee Hipskind made a motion to adopt Travel Expense Ordinance 2016-8. Supervisor Barnes seconded the motion. Roll call vote. Yes – Carroll, Sturgis, Hipskind, Barnes. No – Wells. Motion passed.

EXECUTIVE SESSION

There was no business to discuss in Executive Session.

ADJOURNMENT

At 7:39 p.m. Trustee Wells made a motion to adjourn the meeting. Trustee Hipskind seconded the motion. Voice vote. All in favor.

Respectfully submitted:

Brenda Reed
St. Clair Township Clerk

Approved: January 24, 2017