

VILLAGE OF TOLONO
Board of Trustees Meeting Minutes
February 7, 2017

Approved 02.21.2017

The meeting was called to order at 6:30 p.m. Present were President Jeff Holt, Trustee Jacquie Miller, Trustee Anna Morris, Trustee Mike Golish and Trustee Terrence Stuber. Absent were Trustees Ryan Perry and Rob Murphy, and Clerk Dixie Phillips. Attorney Marc R. Miller was also present and took notes for the minutes.

The Trustees and public joined in the Pledge of Allegiance.

Public Comment: Mel Kocher asked about moving the sign for Alternate Truck Route to where the other signs already are on his property. The Village will have the engineer re-evaluate this and get back with him.

Brian Bouler asked if the Village would be willing to donate \$8,000.00 again this year for the Fun Day. The Board took a straw poll and they indicated that they were all in agreement and that it will be included on the agenda for the next meeting. He also asked about the possibility of asking citizens not to put up signs prohibiting parking on the side of the roads during this day.

Dave McCleary said he is needing a rut filled in in the right of way. Superintendent Matt Graven took his phone number and will get with him.

Superintendent Matt Graven spoke about some street signs that need to be replaced, the need for some new equipment and the issue of fixing some sidewalks in the Village.

Trustee Golish made a motion to approve the extra service agreement for additional construction administration services for the Police Station in the amount of \$7,500.00. Second by Trustee Miller. Roll Call Vote: Trustee Miller-yes, Trustee Golish-yes, Trustee Stuber-yes, Trustee Morris-yes. The motion carried.

Engineer Scott Burge gave an update on the engineering related to the new police department. He stated he is still waiting on the numbers for the change order for the Police Station access control.

The Board decided on color selections for the flooring and roofing and will have samples to consider for the interior doors at the next meeting.

Trustee Golish made a motion to approve the Ordinance Authorizing the Borrowing of Funds for the General Municipal Corporate Purposes of the Village of Tolono, County of Champaign, State of Illinois, Ordinance No. 2017-02. Second by Trustee Morris. Roll Call Vote: Trustee Golish-yes, Trustee Miller -yes, Trustee Morris-yes, Trustee Stuber-no, President Holt-yes. The motion carried.

Kim Robinson spoke regarding a dog at 105 E. Daggy Street. She said that the home appears to be vacant and the dog has been left alone.

Carol McCleary also spoke about concerns regarding the condition of 105 E. Daggy Street and

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shared emails from other neighbors that are also concerned about the property and the poor condition of the animals located on it.

Building Inspector Tony Battaglia will work with the Village Attorney to enforce nuisance and other Ordinances at the location.

Trustee Golish made a motion to approve a special event permit application for Unity West PTO's 6th Annual Trivia Night and Silent Auction on February 24, 2017. Second by Trustee Stuber. Voice Vote: all yes. The motion carried.

Motion by Trustee Stuber to waive the \$50.00 permit fee for the Unity West POT's 6th Annual Trivia Night and Silent Auction on February 24, 2017. Second by Trustee Miller. Roll call vote: Trustee Miller-yes, Trustee Golish-yes, Trustee Morris-yes, Trustee Stuber-yes. The motion carried.

At the next meeting the Board will consider a motion to sell the Dodge Police Car.

Randy Grace updated the Board in regards to the Tolono Park District and possible extension of the loan agreement. The Board was in agreement to extend this agreement and the consideration and approval of this will be done at the next meeting.

Motion by Trustee Golish to pay bills. Second by Trustee Stuber. Roll Call Vote: Trustee Miller-yes, Trustee Golish-yes, Trustee Morris-yes, Trustee Stuber-yes. The motion carried.

Motion by Trustee Stuber to approve a sewer credit for 813 E. Jackson for \$30.71. Second by Trustee Miller. Roll Call Vote: Trustee Miller -yes, Trustee Golish-yes, Trustee Morris-yes and Trustee Stuber-yes. The motion carried.

The Board was asked to consider the purchase of a check scanner for the Village office.

There was discussion with regards to water bills being paid by bill pay providers and the Village not receiving them until many days later. A policy to be drafted by the Treasure regarding waiving late fees due to bank errors will be considered at another meeting.

There was discussion with regards to start working on a plan on drainage around the Park District and purchasing a mini excavator this fiscal year if possible.

There was discussion concerning the request for internet service to the maintenance building and laptop purchase for the Public Works Superintendent. The Board was in agreement to allow him to use the extra tablet the Village currently has.

There was a motion by Trustee Stuber to approve the minutes of January 17, 2017. Second by Trustee Miller. The motion carried.

There was consensus to table the review and/or approval of an Ordinance Amending Title 13 of

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the Tolono Municipal Code to Clarify Holding Landlords Accountable for Water Bills-Ordinance No. 2017-03 and the consideration and/or approval of an Ordinance Amending Employee Policy to Provide for Employee Reimbursement, Ordinance No. 2017-04 until the next meeting.

Motion by Trustee Golish to approve an Ordinance Establishing a Reimbursement Policy for Employees and Officers for Travel Expenses and including the amount of less than \$1,000.00 that the Board President is authorized to approve without preapproval of the Board, Ordinance No. 2017-03. Second by Trustee Stuber. Roll Call Vote: Trustee Miller-yes, Trustee Golish-yes, Trustee Morris-yes and Trustee Stuber-yes. The motion carried.

Motion by Trustee Golish to approve an Ordinance Authorizing the Release of Securities, Ordinance No. 2017-04. Second by Trustee Stuber. Roll Call Vote: Trustee Golish-yes, Trustee Miller-yes, Trustee Morris-yes and Trustee Stuber-yes. The motion carried.

President Holt stated that if he is not able to perform his mayoral duties and the mayor Pro Tem Trustee Golish is unavailable that his preference is that Trustee Morris will step in.

There was discussion regarding coyote concerns. Robert Kouzmanoff will contact the company the Village has used before in regards to the coyotes.

Motion by Trustee Golish to approve the change to administrative secretary job description and approve the posting for an administrative secretary office position. Second by Trustee Stuber. Roll Call Vote: Trustee Miller-yes, Trustee Golish-yes, Trustee Morris-yes, and Trustee Stuber-yes. The motion carried. There was discussion regarding the ad for the administrative secretary job. The ad for this position will close on Tuesday February 28th at 5:00 pm.

Motion by Trustee Golish to approve the Village holiday schedule for calendar year 2017 as presented. Second by Trustee Miller. Voice Vote: all yes. The motion carried.

There was a review of the Tickler File.

Trustee Miller stated that there is a new house on Benham Street that has placed large boulders close to the edge of the road. Robert was asked to send a letter to the owner asking him to remove the boulders and the Board has suggested that they will provide rock instead.

Motion by Trustee Stuber to enter into Executive Session for the limited purposes of discussing the hiring, performance, compensation and/or employment of one or more Village Employees. Second by Trustee Miller. Roll Call Vote: Trustee Miller-yes, Trustee Golish-yes, Trustee Morris-yes and Trustee Stuber-yes. The motion carried. The Board entered into Executive Session at 9:45 p.m.

The Board returned to Open Session at 10:14 p.m.

There was a motion by Trustee Miller to adjourn with a second by Trustee Stuber. The motion carried and the meeting adjourned at 10:15 p.m.

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Respectfully submitted as edited by
Dixie L Phillips, Clerk