

MINUTES OF THE VILLAGE OF TOLONO
BOARD OF TRUSTEES MEETING
February 21, 2017

Approved 03.07.2017

A meeting of the Village of Tolono Board of Trustees (“Board”) was held on Tuesday, February 21, 2017. Trustees present: Mike Golish, Jacquie Miller, Anna Morris, and Rob Murphy; Trustees absent: Ryan Perry and Terrence Stuber. Others present were President Jeff Holt, Clerk Dixie Phillips, Treasurer Robert Kouzmanoff, Zoning Board of Appeals Administrator Randy Bachart, Public Works Department Supervisor Matt Craven, Attorney Marc Miller, Architect Scott Burge, and Engineer Anthony Jansen.

President Holt led the Board and guests in the Pledge of Allegiance.

Public Comments: Ralph and Cindy Cook, 711 W. Austin, addressed the Board about the placement of the alternate truck route sign on W. Austin Street. They do believe another sign is necessary and, if so, it should be placed at the end of CR 700 where the double arrow sign is already there. Also, the trucks could turn east from the elevator and not go through Tolono. They also stated that being placed in their yard blocks the view when backing out of their driveway. Mel Kocher, who lives next door to the Cooks, had stated his reasons for not wanting the sign placed there at the last Board meeting. Mr. Craven and Mr. Jansen will meet with the Cooks and attempt to find a good location for the sign. It was noted that originally Tolono was just going to put up speed limit signs (30 mph for cars and 255 for trucks) rather than an alternate truck route sign.

Jeff Buckler introduced himself as the new buyer of It’ll Do Bar stating that he wants to add a smoker and provide more food items. Trustee Murphy made a motion, seconded by Trustee Golish to approve an application for a liquor license for Tolono It’ll Do/Jeffrey S. Buckler at 102 N. Long St., contingent upon the Village receiving a written letter from the existing license holder giving up its license. Motion carried.

Public Works Department: Mr. Craven reported that the PWD is working on replacing and/or repairing water meters; repairing sidewalks and getting them up to ADA requirements, cleaning up the dump, ordering street signs and stop signs, and getting the truck repaired in Springfield, IL. He was given permission to order “Children at Play” signs for the parks. Mr. Craven said there are large items at the dump that cannot be burned like the brush and leaves. He said he checked into a pit burner, which burns so hot there is no smoke or ash. To purchase a burner is \$40,000 and to rent a burner is \$4,000 per month; no decision was made. He was told that if trees are on the Village right-of-way, they can be trimmed. The drainage problems were discussed; lines will be replaced and/or upgraded. President Holt said that he wants some resolution ideas at the next Board meeting. Leaf vacuuming will be done this week and then vacuumed on a needed basis, perhaps like limbs are picked up currently. The engineers gave the Village a locator to enable them to locate lines that are not on maps and will update the maps as new locations are added. ,

The issue of water at the end of lines was also discussed. Mr. Jansen said he was meeting with Illinois American Water Company, along with Mr. Curry and Mr. Craven on Friday to discuss the matters at the dead-end locations. He is also going to attempt to get a plan for flushing the lines with IAW to take care of issues for a longer period of time. He advised the Board that if lines are

MINUTES OF THE VILLAGE OF TOLONO
BOARD OF TRUSTEES MEETING
February 21, 2017

replaced with the same material and size permits are not needed; however, if changed permits must be obtained. Mr. Jansen advised the Board that DJ Stewart had not been able to televise the lines around the Park because the Village had not cleaned them out. President Holt advised Mr. Craven to get that done because it had been quite a while since the original directive had been given. President Holt said he wants the PWD workers to work together to get the problems resolved. Mr. Craven said he would familiarize himself with the area and get it done. Mr. Jansen will check with Stewart to make sure the price is the same as quoted earlier, approximately \$6,000. He was asked to also get prices to televise Reynolds, Holden & Pease Streets. The figure does not include putting in additional manholes or other scenarios but having the PWD do the cleaning will save \$780. The area around Whitehead and Holden was also discussed. The snow fence was discussed and the maintenance on it. Mr. Craven said they had received the jack today and would begin working with it. President Holt reported that he had been notified that some residents are tired of being taxed to death and wonder why there is so much money being kept on hand

Reports: Mr. Burge advised the Board that the rough-in for the police station is underway and progressing very well. President Holt asked Mr. Burge when the schedule was sent to the Board and whether or not some of the items could come together to move things a bit faster. Mr. Burge said the schedule had been sent earlier and that penetration cannot be done until the roofing is done in about two to three weeks because of waiting on the color decision by the Board. He then passed out the color sheets of the interior finishes and the Board approved to proceed with those colors. The Board was also reminded that phones and IT, camera and/or security systems are not included in the priced. President Holt advised Mr. Burge that Trustee Perry had been empowered to use FE Moran's alarm system and now the contact is Josh Young. President Holt asked Trustee Perry to touch base with Trustee Perry. Trustee Perry advised the Board that he was meeting with someone on Thursday and will get prices to bring to the next Board meeting. The Board also decided they want the equipment roughed-in for later use in the conference room.

Trustee Golish made a motion, seconded by Trustee Miller to approve and pay Grunloh Construction's Pay Request No. 2 in the amount of \$130,155.30. A roll call vote was taken and the following votes were cast passing the motion:

Mike Golish – Yes	Jacque Miller – Yes	Anna Morris – Yes
Rob Murphy – Yes	Ryan Perry – Absent	Terrence Stuber – Absent

Grunloh's Change Order No. 2 was deferred to the next Board meeting.

The January Police Report was given at the last meeting and will be added to the minutes from the February 7, 2017 meeting.

Treasurer Kouzmanoff relayed that Miller & Hendren's bill for \$4,200 and a uniform allowance for Justin Livingston for \$125.09 had not been included in the bills and asked the Board to approve them. Trustee Golish approve them. Trustee Golish made a motion to pay Miller & Hendren \$4,200 and reimburse Justin Livingston \$125.09. A roll call vote was taken and the following votes were cast passing the motion:

MINUTES OF THE VILLAGE OF TOLONO
BOARD OF TRUSTEES MEETING
February 21, 2017

Mike Golish – Yes

Jacquie Miller – Yes

Anna Morris – Yes

Rob Murphy – Yes

Ryan Perry – Absent

Terrence Stuber – Absent

Trustee Golish made a motion, seconded by Trustee Miller to approve office pertaining to water bill payment and waiver of later fees. A roll call vote was taken and the following votes were cast passing the motion:

Mike Golish – Yes

Jacquie Miller – Yes

Anna Morris – Yes

Rob Murphy – Yes

Ryan Perry – Absent

Terrence Stuber – Absent

Mr. Kouzmanoff reported that the Village needed a 20% increase in water fees in order to break even. A water analysis will be done, including a life cycle analysis of the big pieces and the replacement of lines. President Holt will speak with ERH and ask them to provide the Village with an estimate for what the sewer plant will need over the next ten years.

President Holt relayed to Trustee Murphy that all employees have been removed from late fee exemptions and from a deposit for a second water meter. Mr. Kouzmanoff said that all employees, Board members and the President have all been removed from the exemption list; churches and non-profit organizations are the only remaining entities on the exemption list for late fees. He told the Board about corporations refusing to pay late fees and/or water bills and asked if the Village would be willing to shut off their water for their refusal to pay. Mr. Kouzmanoff will provide the Board with a revised policy for the next meeting. Mr. Kouzmanoff also reported that he had spoken with the pay service company and they are making the changes to correct some of the problems.

Trustee made a motion, seconded by Trustee Miller to approve the \$8,000 donation to the Tolono Fun Day Celebration. A roll call vote was taken and the following votes were cast passing the motion:

Mike Golish – Yes

Jacquie Miller – Yes

Anna Morris – Yes

Rob Murphy – Yes

Ryan Perry – Absent

Terrence Stuber – Absent

Mr. Kouzmanoff advised the Board that Unity West wanted a water credit. The consensus of the Board was that it would not be given because the Village still has to pay for the water and they do not want a precedent set. President Holt will speak with Andy Larson and the issue will be placed on the agenda for the next Board meeting.

Mr. Bachart reported the Findings of Fact & Resolution of the Zoning Board of Appeals concerning a variance for a lighted sign for the Tolono United Methodist Church, with the sign being turned off from 10 p.m. to 7 a.m. Trustee Golish made a motion, seconded by Trustee Murphy to adopt Ordinance 2017-05, an Ordinance Approving Variance for 301 N. Bourne St., Tolono, IL. A roll call vote was taken and the following votes were cast passing the motion:

Mike Golish – Yes

Jacquie Miller – Yes

Anna Morris – No

Rob Murphy – Yes

Ryan Perry – Absent

Terrence Stuber – Absent

Jeff Holt – Yes

**MINUTES OF THE VILLAGE OF TOLONO
BOARD OF TRUSTEES MEETING
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Minutes: Trustee Golish made a motion, seconded by Trustee Miller, to approve the minutes from the regular Board meeting on February 7, 2017 with the January police report information added. Motion carried.

Old Business: The following items were carried over to the next Board meeting:

- A. Review and/or approve an Ordinance Amending Title 13 of the Tolono Municipal Code to Clarify Holding Landlords Accountable for Water Bills – Ordinance No. 2017-06
- B. Consider and/or approve an Ordinance amending employee policy to provide for employee reimbursement and other amendments – Ordinance No 2017-07
Mr. Miller will revise and send a red-line version of changes, including part-time sick leave, holiday and/or vacation pay, call out for maintenance for a minimum of two0 hours and a half pay for emergencies, and IT issues.
- C. Consideration of an Ordinance extending repayment of funds owed by the Tolono Park District, Ordinance No. 2017-08

Trustee Golish made a motion, seconded by Trustee Miller to approve the issuance of a letter from the Village of Tolono consenting to the construction of a cell tower on the Tolono School District property at the high school/middle school and waive any extra jurisdictional Village control under the Village Zoning Ordinance. Motion carried. President Holt will deliver the signed letter to Andy Larson.

Trustee Murphy made a motion, seconded by Trustee Miller to authorize the sale of the Dodge police car. A roll call vote was taken and the following votes were cast passing the motion:

Mike Golish – Yes	Jacque Miller – Yes	Anna Morris – No
Rob Murphy – Yes	Ryan Perry – Absent	Terrence Stuber – Absent

New Business: Trustee Murphy made a motion, seconded by Trustee Miller to hire Dan Morgan, Jeffery Metzler and Shaun Meredith as part-time police officers contingent on police background checks. A roll call vote was taken and the following votes were cast passing the motion:

Mike Golish – Yes	Jacque Miller – Yes	Anna Morris – No
Rob Murphy – Yes	Ryan Perry – Absent	Terrence Stuber – Absent

Tickler File/Nuisance Property List: The Board reviewed the documents and they will be updated for the next meeting. The rocks on Village property at the home of Mr. and Mrs. Schwabe on Benham Street was discussed and a letter will be issued to the property owners.

Mr. Miller advised the Board that there were some nuisance issued identified by the Building Official on the property at 105 E. Daggy Street and once the report is finalized, Mr. Miller said legal remedies could begin.

MINUTES OF THE VILLAGE OF TOLONO
BOARD OF TRUSTEES MEETING
February 21, 2017

The Board took a break at 9:30 p.m.

At 9:35 p.m., Trustee Golish made a motion, seconded by Trustee Miller to enter into Executive Session for the limited purposes of discussing the hiring, performance, compensation and/or employment of one or more Village employees, and to review and/or approve Executive Session Minutes.

There being no further business to come before the Board, Trustee Golish made a motion, seconded by Trustee Miller to adjourn at 9:59 p.m. Motion carried.

Respectfully submitted,
Dixie L. Phillips, Clerk
Village of Tolono