

**MINUTES OF THE REGULAR MEETING OF THE
VILLAGE OF TOLONO BOARD OF TRUSTEES
November 1, 2016**

Approved 11.15.2016

A meeting of the Village of Tolono Board of Trustees (“Board”) was called to order on Tuesday, November 1, 2016 at 6:38 p.m. All Trustees were present: Mike Golish, Jacquie Miller, Rob Murphy, Ryan Perry, and Terrence Stuber. Others present were President Jeff Holt, Treasurer Robert Kouzmanoff, Attorney Marc Miller, Clerk Dixie Phillips, Architect Scott Burge, and Engineer Anthony Jansen.

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

Swearing in of New Trustee: President Holt introduced Anna Morris and recommended her for the empty Trustee seat. Trustee Golish made a motion with a second by Trustee Perry to approve President Holt’s appointment. A roll call vote was taken and the following votes were cast passing the motion:

Mike Golish – Yes	Jacquie Miller – Yes	Rob Murphy – Yes
Ryan Perry – Yes	Terrence Stuber – Yes	

Clerk Phillips gave Ms. Morris the Oath of Office and she took her seat at the Board’s table.

PUBLIC COMMENTS: Jeremy Mitchell asked about the decision for immediate leaf burning; are there any provisions for removal of the leaves, and will the Village employees be held accountable. He also stated that he would have appreciated a little more time than the letter mailed on October 25, 2016. He also stated that the maintenance employees do not seem to be able to get things done now, so how can they be expected to handle more work. President Holt said that leaves will be picked up the first of this month (November) and that the Village currently has only two employees but that the Village will be adding two more. Mr. Mitchell also said that he does not feel his concerns are being addressed and that the Board takes advantage of the ignorance of action by residents. President Holt advised Mr. Mitchell that the Board is working on it and doing so diligently, as is the maintenance department.

Karen Bretzlaff advised the Board that she spoke to Virginia Stierwalt, who offered her farmland to dispose of the collected leaves. Attorney Miller said he did not see a problem with taking the leaves out of the town.

PUBLIC WORKS DEPARTMENT: President Holt advised the Board that there was a water line break on Cory Street over the weekend and that the employees got it fixed; however, because there are five patches in the line already, it will have to be repaired in the future.

REPORTS: Engineer Jansen advised the Board that the sidewalks were all completed, that Dale Shipley’s application for payment was received, that he saw no issues with full payment, and that the invoice will be forthcoming.

Architect Burge presented a memo dated October 28, 2016 explaining the bids for the new police station, along with his comments and recommendation. He said that Grunloh had the lowest base bid and that 4MC had the lowest alternate bid. Mr. Burge further stated that he had contacted their references and found no reason for an issue with either of them. 4MC was not recognized by some and Mr. Burge reminded them that 4MC had built the new fire house. The color of the roof, flooring, and using galvanized steel were discussed. Trustees Golish and Perry believe doing a lower cost now may cost more

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in the long run with maintenance. Mr. Burge recommended using the lowest alternate bid and do a change order. Trustee Perry feels more comfortable with Grunloh. Trustee Stuber reminded the Board that they were in attendance when the bids came in and we were all very much displeased at that time. Trustee Perry said they are what they are, and that to re-bid the project to get a more significant number would not be economical, stating that the original price was \$700,000 plus and now with add-ons it is \$913,000. Trustee Stuber asked about pre-cast and Trustee Perry said that that would completely change the building, and that we either accept what we have bid or live with what we have; Trustee Golish and President Holt agreed.

Trustee Perry said he was not voting on the bid until we know how the Village is going to pay for it. President Holt said that Gwen Crawford of The Economic Development Group said a loan could be accomplished in three to four weeks with Hickory Point Bank and she would have the payment schedule and interest rate at a later date. President Holt also said that Ms. Crawford said that the Village could go with \$200,000 in TIF and pay the remainder by either bonding or loaning. Mr. Miller advised the Board that bonding is more expensive because of the fixed costs involved in the transaction. The matter was deferred to a later meeting.

Trustee Perry asked if one million dollars would be enough buffer and was told yes. Trustee Golish made a motion with a second by Trustee Perry to approve Grunloh on the base bid of \$913,000 and to include a change order. 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 – No	Ryan Perry – Yes	Terrence Stuber – No

Mr. Burge will issue notice to proceed to Grunloh and prepare a contract for construction that the Board will need to approve. Mr. Burge will also speak to the contractor about roof options

APPROVAL OF MINUTES: Trustee Perry made a motion with a second by Trustee Murphy to approve the minutes from the regular meeting on October 18 and the special meetings on October 25 and 27, 2016. All ayes; motion passed.

REPORTS CONTINUE: Mr. Kouzmanoff advised the Board that Ralph Monical's sewer credit was premature because it spanned a period of three billing cycles, and not just the one that was approved. Mr. Kouzmanoff recalculated the credit and the new amount is \$203.63. Trustee Murphy made a motion with a second by Trustee Miller to approve the sewer credit of \$203.63. 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 – Yes	Terrence Stuber – Yes

Mr. Kouzmanoff also addressed the Board concerning invoices being e-mailed to the Board and that there was not enough room to store them but that Microsoft 1 Drive or Drop Box was available at a cost of \$5 to \$10 per employee per month, for approximately \$1,000 per year for user fee. No decision was made. It was noted that Office 2016 was purchased for the new tablets.

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Trustee Stuber made a motion with a second by Trustee Miller to pay the bills and warrants as presented. 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 – Yes	Terrence Stuber – Yes

OLD BUSINESS: Mr. Kouzmanoff explained the health insurance program; relayed that the affordable care prices are not out yet, and that an updated current rate increase is forthcoming. Trustee Golish made a motion with a second by Trustee Stuber to authorize President Holt to execute the Group Enrollment Agreement with Health Alliance Medical Plan. 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 – Yes	Terrence Stuber – Yes

NEW BUSINESS: The Ordinance concerning the water rate and billing was deferred to the next meeting.

The Ordinance concerning Executive Session minutes was approved on October 18, 2016 with a clean version to be signed on November 1, 2016.

Trustee Stuber made a motion with a second by Trustee Golish to authorize President Holt to vote on behalf of the Village for the IMRF Trustees. All ayes; motion passed.

Trustee Perry made a motion with a second by Trustee Murphy to designate Trustee Golish as President *pro tem* in the absence of President Holt beginning November 1, 2016 through January 31, 2017. All ayes; motion passed.

Mr. Miller explained the Tax Levy Ordinance stating that the figures cannot increase but they can go down and that the Ordinance needs to be approved and filed by the last Tuesday in December. Trustee Perry made a motion with a second by Trustee Miller to approve the Tax levy for 2016-2017. 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 – Yes	Terrence Stuber – Yes

Trustee Golish made a motion to adopt the amendment to the village leaf burning ordinance. A roll call vote was taken and the following votes were cast without passing the motion:

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

The motion failed because of no plan in place to dispose of the leaves once they were collected and several other unanswered questions. Trustee Perry suggested the Village send a letter to the residents advising them of what is going on. Trustee Golish will prepare the letter and Mr. Miller will advise Mr. Kouzmanoff of their office using Up Close Printing and the savings.

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TICKLER FILE AND NUISANCE PROPERTY LIST: There were no changes to the lists but President Holt reminded the Board that they were to look at the properties and make a priority list.

MISCELLANEOUS: There were no comments from the Board.

Trustee Holt shared about his conversation with the County Clerk and that he has asked him, or to designate one of his employees, to come to the next Board meeting to give a brief overview of the election packets.

The notice for the special meeting on Wednesday, November 2, 2016 was not posted; therefore, the Board decided to let President Holt and Trustee Miller interview candidates using the approved script.

EXECUTIVE SESSION: At 9:04 p.m., Trustee Golish made a motion with a second by Trustee Perry to enter into Executive Session for the limited purposes of discussing the hiring, performance, compensation and/or employment of one or more Village employees. 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 – Yes	Terrence Stuber – Yes

President Holt called for a recess at 9:04 p.m. The Board entered into Executive Session at 9:17 p.m.

Trustee Stuber made a motion with a second by Trustee Murphy to adjourn the meeting. All ayes; motion passed; meeting adjourned at 9:36 p.m.

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