

**Regular Meeting of the Village of Stillman Valley  
Board of Trustees  
Monday, March 14, 2016**

<b>Present</b>	<b>President</b>	Becky Waltrip
	<b>Village Clerk</b>	Yvonne Dewey
	<b>Trustees:</b>	Sue Carpenter, John Russell, Steve McCammond, Keith Palmer, Andy Carlson and Deb Thibodeau
	<b>Public Works</b>	Dean Insko
	<b>Also Attending:</b>	Doug Henry Village Attorney & Ron Steenken – Village Engineer

**A. Call Meeting to Order**

The meeting was called to order at 7:00 p.m. by President Waltrip. President Waltrip led the Pledge of Allegiance. Roll was called.

**B. Approve Agenda of March 14, 2016**

Trustee Thibodeau asked to have Park Equipment added under New Business. A motion was made by **Trustee McCammond to accept the agenda of March 14, 2016 with the addition of Park Equipment under New Business, seconded by Trustee Carpenter. The motion passed with six (6) “ayes”; zero (0) “nays”; zero (0) “absent”.**

**C. Minutes of the February 22, 2016 Regular Meeting**

Following a review of the February 22, 2016 Regular Meeting Minutes, **Trustee Thibodeau made a motion to “to approve the Regular Meeting minutes of February 22, 2016, Trustee Palmer seconded. The motion passed with six (6) “ayes”; zero (0) “nays”; zero (0) “absent”.**

**D. Citizens Comments - None**

**E. Monthly Reports**

1. Treasurer Fruin reviewed the Profit & Loss reports and the Bank Account Balances with the Village Board. Treasurer Fruin discussed the balances in the Water No 3 and Sewer No 3 accounts. Also discussed was the scheduling for the appropriations meeting for the next fiscal year. **A motion was made by Trustee Carpenter “to accept the Treasurer’s Reports for March 2016”; Seconded by Trustee Russell. The motion passed with six (6) “ayes”; zero (0) “nays”; zero (0) “absent”.**

2. There were five and a half (5.5) hours of **overtime** for public works employee Tim Goodman. **Trustee Thibodeau made a motion “approve five and a half (5.5) hours of overtime”; seconded by Trustee Palmer. The motion passed with six (6) “ayes”; zero (0) “nays”; zero (0) “absent”.**

3. Trustee Carpenter presented the **monthly bills** for approval to the Village Board. The billing ComEd and Constellation was discussed as well as the monthly fees for PSN. The ComEd/Constellation billing issue is being resolved by calling Constellation the Electric Supplier. The PSN monthly draft was previously approved and would not need to be approved

each month. Trustee Carpenter also advised the board that the bills for Bobcat and Sewer Company of American were listed on the monthly bills but will not be paid until the funds are received from the USDA. **Trustee McCammond made a motion to accept the March bills with explanations; Trustee Thibodeau second. The motion passed with six (6) “ayes”; zero (0) “nays”; zero (0) “absent”.**

## **F. Unfinished Business**

### **1. Exelon Warning Siren**

Trustee Palmer advised the board that the Warning Siren had been installed that day. The next step is to contact ComEd and get electric service started. Discussion on the cost to install the service was discussed and Trustee Palmer will get a quote for the approval of the board prior to having ComEd install the meter and service.

## **G. Ordinance/Resolution**

### **1. Ordinance No. 855 – Street Address’s**

President Waltrip presented Ordinance 855 Street Address’s for Mark and Cheri Davis’s commercial property. New addresses have been added to the building, the middle section will be known as 220 N Walnut and the apartment above 222 N Walnut will be addressed as 222 ½ N Walnut. **A motion was made by Trustee Carpenter to “approve Ordinance No. 855 Street Address’s”, seconded by Trustee McCammond. The motion passed with six (6) “ayes”; zero (0) “nays”; zero (0) “absent”.**

## **H. Engineering**

Village Engineer Ron Steenken discussed the status closing the USDA Loans for the Village. Currently the Village is waiting for the final funds to pay for the Jetter and the Skid Steer and then the checks can be written and cashed by the vendors. Once that is complete the final closing can begin with the USDA. Also discussed was a maintenance engineering agreement with Willett Hoffman.

## **I. New Business**

### **a.i.1. 117/129 E Roosevelt – Code Violations**

The board discussed the current conditions of the properties as well as the documentation process necessary to begin to resolve the issues with the code violations at the properties. The Village Clerk will begin the documentation process.

### **a.i.2. 320 E Roosevelt – Code Violations**

The board discussed the history of code violations for the property. Attorney Henry offered the board three (3) options for resolution. Attorney Henry also discussed what legal action had happened previously and the status of that litigation.

### **a.i.3. Equipment Depreciation Account**

Dean Insko, Public Works Superintendent presented the board with a spread sheet of a proposed Equipment Depreciation Account fund that had been discussed in the Water/Sewer & Streets/Alleys Committee Meeting. Discussion between the Board and Attorney Henry was held and additional information will be needed before an Ordinance can be drafted for the proposed fund. Also discussed was the timeline for replacement of equipment and the expected costs for those replacements.

a.i.4. **FY2017 Street Projects**

Dean Insko, Public Works Superintendent discussed what had been talked about in the most recent Streets/Alleys Committee meeting. The Committee is working on getting costs for street repairs prior to the Appropriations meeting. Dean had talked to Corey at Willett Hofmann and received a preliminary Engineering Agreement. Those numbers have to be reworked and a new Engineering Agreement will be forthcoming.

a.i.5. **Emergency Preparedness**

A handout from the Stillman Valley Fire Department was provided to all persons present at the meeting. This is an open invitation to all those present and their families to this informative meeting on March 29, 2016 at the Stillman Valley Fire Department.

a.i.6. **Statement of Economic Interest**

The Ogle County Clerk has provided Statements of Economic Interest to each of the Trustees, the Village President, Public Works Superintendent, Zoning Board Members and the Village Clerk for completion.

a.i.7. **Park Equipment**

Trustee Thibodeau discussed an email she had received from a village resident who is concerned about the condition of the play equipment in Recreational Park. Trustee Thibodeau advised the board that the equipment repair had been discussed in committee and that repair parts are needed from the manufacturer. Public Works and the Village Clerk are looking for the information from the original equipment purchase to source parts for repair. Village Engineer Ron Steenken suggested that there are grant programs that may be available for this type of situation and that he will look into that and report his findings to the committee. Also discussed parking at Recreational Park.

**J. President's Updates**

President Waltrip asked about the status of the proposed parking lot at the Red Brick Church. Engineer Ron Steenken had been contacted by the church asking about the code on the parking stalls and their sizing. President Waltrip advised the board that the Village of Stillman Valley would be hosting the April 2016 Mayors Meeting on April 21, 2016 at Fritz's Wooden Nickle. President Waltrip invited all of the Trustees, Public Works Superintendent, Village Attorney and Village Engineer to attend as well.

**K. Committee Meeting Dates**

1. **Water & Sewer and Streets and Alley** – Reported in earlier line items.
2. **Public Safety and Parks & Buildings** – Reported in earlier line items.
3. **Finance and Ordinance** – No report.
4. **Economic Development** – Trustee Carpenter received the contract from Sharon Pepin for her support services with the Village of Stillman Valley. Trustee Carpenter had a copy of the contract sent to Attorney Henry for review.

**L. Executive Session**

**Trustee Carpenter made a motion to go into Executive Session at 8:08 p.m. pursuant to 5ILCS/120-2-C1 to consider compensation or dismissal of a specific employee; seconded by Trustee Palmer. A voice vote on that motion was conducted and it was unanimous.**

**M. Reconvene Regular Session**

**Trustee McCammond** made a motion to reconvene to Regular Session at 8:25 p.m. **Trustee Carpenter** seconded the motion. Motion carried on a unanimous voice vote of those present. **The motion passed with six (6) “ayes”; zero (0) “nays”; zero (0) “absent”.** **Trustee Thibodeau** made a motion to increase **Village Clerk Yvonne Dewey’s** rate of pay by **\$1.00** per hour on the pay period following her **March 30 anniversary date**, seconded by **Trustee Russell**. **The motion passed with six (6) “ayes”; zero (0) “nays”; zero (0) “absent”.**

**N. Upcoming Regular Meeting at Village Hall March 28, 2016 at 7:00 p.m.**

**O.** With no further business the meeting was adjourned at 8:30 p.m. on a **motion made by Trustee Palmer** seconded by **Trustee Carlson**. **The motion passed with six (6) “ayes”; zero (0) “nays”; zero (0) “absent”.**