

**Regular Meeting of the Village of Stillman Valley  
Board of Trustees  
Monday, July 25, 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>	Casper Manheim, Building Inspector; Ron Steenken, Village Engineer; Aaron Moore, Public Works Employee
	<b>Citizens:</b>	Denny Harms, John Cox & Paula Hufford

**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 July 25, 2016**

A motion was made by **Trustee Carpenter to accept the July 25, 2016 Agenda, seconded by Trustee Thibodeau. The motion passed with six (6) “ayes”; zero (0) “nays”; zero (0) “absent”.**

**C. Minutes of the July 11, 2016 Regular Meeting**

Following a review of the July 11, 2016 Regular Meeting Minutes, **Trustee McCammond made a motion to “to approve the Regular Meeting Minutes of July 11, 2016, Trustee Palmer seconded. The motion passed with six (6) “ayes”; zero (0) “nays”; zero (0) “absent”.**

**D. Citizens Comments**

**a.i.1. Denny Harms** was in attendance to advise of possible plans to build additional dwellings in the Cardinal View Condo’s development he started in 2005. Mr. Harms provided those in attendance a hand out on the project.

**a.i.2. John Cox and Paula Hufford** representing Congregational Christian Church were in attendance to discuss the parking lot construction at 127 W Roosevelt. They are asking the Board of Trustee’s if the project requires a fence or if the church could sign a letter of commitment to install the fence when the adjacent property owner, Ms. Norma Jean Castelli, 129 W Roosevelt no longer owns the property. Ms. Castelli had advised Village Hall that she would prefer shrubs to be installed instead of a fence. Building Inspector Manheim advised that he would need to check the building code to see what that would allow. Casper will do this before he arrives at Village Hall on Wednesday. Mr. Cox was advised that if the building code required a fence on the parking lot he would then need ask for a variance through the proper channels.

**E. Unfinished Business**

**a.i.1. Zoning Map** – Village Engineer Ron Steenken provided those in attendance with

a preliminary zoning map. Ron asked all in attendance to review the map and advise of corrections needed.

**a.i.2. Playground Equipment** – Included in tonight’s meeting packets is the estimate for the parts and supplies needed to repair the playground equipment at Recreational Park. After a review of the estimate, **Trustee Palmer made a motion to “to approve the purchase of the parts and materials needed to repair the playground equipment, not to exceed the amount of \$7,500, Trustee Thibodeau seconded. The motion passed with six (6) “ayes”; zero (0) “nays”; zero (0) “absent”.**

**a.i.3. Parking Signs/Post Office** – President Waltrip discussed with the board the complaint’s she is receiving about available parking in front of the post office during business hours. The board discussed installing timed parking signs on three (3) parking stalls in addition to the handicap parking sign already there. The board discussed who would enforce the parking signs and the ordinance necessary to implement the timed parking. President Waltrip will contact Attorney Henry of assistance with the ordinance.

**a.i.4. Website** – GovDoc was not able to attend tonight’s meeting due to their location in Minnesota. There will be a webinar presented at a future meeting.

**F. Engineering** – Ron Steenken updated the board on the surveying that was done in the Village last week. This was done as part of the Watermain Replacement Project.

#### **G. New Business**

**a.i.1. Equipment Purchase** – Public Works Director Insko discussed the packet of paper work pertaining to the proposed trade in and purchase of a John Deere Backhoe. The packet included the ordinance and bids for the boards review.

**a.i.2. Speed Zone Signs** – President Waltrip shared with the board a flyer she received for an electronic speed zone sign. The board discussed the high traffic areas where speed is a concern as well as the IDOT requirements for placing such a sign on Highway 72. President Waltrip passed the flyer on to Trustee McCammond for research.

**a.i.3. Fall Festival Advertisement** – The Stillman Valley Fall Festival Committee asked the village to sponsor an ad in the Fall Festival Flyer. Historically the Village has done this in partnership with Willett Hofmann. Willett Hofmann’s representative Ron Steenken agreed that Willett Hofmann would sponsor half of the full page ad. **Trustee Russell made a motion to “to approve placing an ad in the Fall Festival Flyer in partnership with Willett Hofmann with the Village’s cost not to exceed \$300, Trustee Palmer seconded. The motion passed with six (6) “ayes”; zero (0) “nays”; zero (0) “absent”.**

#### **H. Ordinance/Resolution**

**a.i.1. Resolution 2016-6 Fall Festival Parade**  
President Waltrip advised the board that this is the annual resolution for the temporary closing of roads in the Village for the Fall Festival Parade. A motion was made by **Trustee Russell to “adopt Resolution 2016-6 Fall Festival Parade”, seconded by Trustee Carpenter. The motion passed with six (6) “ayes”; zero (0) “nays”; zero (0) “absent”.**

#### **I. President’s Updates – NR**

#### **J. Building Inspector**

Building Inspector Manheim reported that he had inspected 222 N Walnut for the Edward Jones build out several times throughout the month. The building owners are hoping the work will be completed and the business will be ready for move in by the first week of August. Casper reported on the parking lot work that was done at LaRosa's Pizza, he did not see the lot prior to the repaving, however the lot seems to be within specifications. Casper had conversations with representatives of the Congregational Christian Church on their parking lot project. Casper also completed an inspection of 127 S Maple prior to the August 2, 2016 Zoning Board of Appeals meeting.

#### **K. Village Clerk Updates**

Billing Report; Resident Contact Report; Building Permits issued for the month =2; for the year to date =17, Moring Disposal Recycling 23,440 pounds for June; Video Gaming revenue for May = \$2,283.09 & June = \$3,200.93 has been received , Online Payments report attached, Sikich Audit is complete and they will be presenting at the August 8, 2016 meeting, the Special Single Audit for the WWTP will be scheduled for a future date, the USDA Audit is complete and the second Comcast Audit is complete. Attended the July 2016 Fall Festival Committee Meeting on July 21, 2016.

#### **L. Committee Meeting Reports**

- a.i.1. **Water & Sewer and Streets and Alley** –Wednesday, August 3, 2016 @ 5:30 p.m.
- a.i.2. **Public Safety and Parks & Buildings** –Tuesday, August 2, 2016 @ 4:30 p.m.
- a.i.3. **Finance and Ordinance** – Saturday, August 6, 2016 @ 8:30 a.m.
- a.i.4. **Economic Development** – Wednesday, August 17, 2016 @ 5:00 p.m.

#### **M. Executive Session**

**Trustee Thibodeau made a motion to go into Executive Session at 7:55 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.**

#### **N. Reconvene Regular Session**

Trustee Thibodeau made a motion to reconvene to Regular Session at 8:19 p.m. Trustee McCammond seconded the motion. **The motion passed with six (6) “ayes”; zero (0) “nays”; zero (0) “absent”. Trustee McCammond made a motion to increase Public Works Employee Aaron Moore’s rate of pay by \$.75 per hour on the first pay period following his August anniversary date and by an additional \$.50 per hour when he successfully passes his Class C Licensing test. Increase to be effective on the pay period following successful completion of the Class C Licensing Exam, seconded by Trustee Thibodeau. The motion passed with six (6) “ayes”; zero (0) “nays”; zero (0) “absent”.**

#### **N. Upcoming Regular Board Meeting August 8, 2016**

**O. Adjournment**

With no further business the meeting was adjourned at 8:23 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”.**