

**MINUTES OF THE REGULAR MEETING OF THE
VILLAGE OF TOLONO BOARD OF TRUSTEES
December 1, 2015**

A meeting of the Village of Tolono Board of Trustees (“Board”) was held on Tuesday, December 1, 2015. Trustees present: Mike Golish, Jacquie Miller, and Rob Murphy. Trustees Rena Anderson and Ryan Perry were absent. Others present were Building Official Tony Battaglia, Bill Dawkins, Supervisor of the Public Works Department, Denny Davis, a Trustee for Tolono Fire District (“TFD”), Mayor Jeff Holt, Engineer Tim LaRocque, John McBride of EHR, Attorney Marc Miller, and Clerk Dixie Phillips.

The meeting was called to order at 6:30 p.m. by Mayor Holt and Clerk Phillips took roll call. The Pledge of Allegiance was recited.

Mayor Holt advised the Board that he had appointed Terrence Stuber as the new trustee and asked for the Board’s approval. Trustee Golish made a motion, seconded by Trustee Miller to approve Mayor Holt’s appointment. Clerk Phillips gave Mr. Stuber the Oath of office and he took his place at the Board’s table.

Public Comments – Nicole Graham advised the Board that Last Chance Saloon was sold to Mark McMullen and asked if a transfer of liquor license could be approved. She asked Mr. Miller how long it would take and for a liquor license application. Mr. Miller said the process could take between two and four weeks and that she would have to get a copy of the liquor license later, that he did not have one with him.

Public Works Department – John McBride advised the Board that the Village was in compliance with the State; discussed the problem with the algae situation and the results, and that there had been daily power outages causing some minor problems at the Elizabeth station. Mr. Dawkins and Mr. McBride will contact the power company to advise them of the problem and see what can be done. Mr. McBride will bring estimates for the various projects to the next meeting. Mr. McBride said a new storm door was needed for the sewer plant and Mayor Holt advised him to get one.

Mr. Dawkins reported that the old Christmas lights were up, as well as some of the new ones but that no more could be put up until the power company installed the necessary equipment on the poles. He also said he was still working on getting bids for a salt bin and that he had not been able to get with Trustee Perry to discuss a schedule for patching.

Mr. Golish advised the Board that he had reviewed five quotes from three vendors for a leaf collection system. They were:

- \$53,248.00 - Bonnell Industries, Dixon IL;
- \$66,852.00 - Bonnell (with hydraulic jack);
- \$60,442.00 - Municipal Equipment Sales, Woodstock GA;
- \$70,042.00 - Municipal (with hydraulic jack), and
- \$50,724.00 - ODB, Richmond VA.

Because the hydraulic controls will reduce the workload and insure safety, Trustee Golish made a motion, seconded by Trustee Murphy to purchase the leaf collecting system with the hydraulic jack from for Bonnell for \$66,852.00. A roll call vote was taken and the following votes were cast passing the motion:

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

Mr. Dawkins recommended to the Board that the Village oil and chip 800 North. Mayor Holt advised the Board and the engineer that that work had been paid for and that the engineer should look into getting it done.

Reports:

Engineer: Mr. LaRocque said he would check the warranty language for fixing 800 North and that the quotes for the installation of a guardrail should be available for the next Board meeting and asked that the topic be deferred to the next meeting because of an unexpected increase in costs. He also reported that he had called the railroad again and still had no response but would check back with them.

Zoning and Building – Mr. Battaglia asked what kind of action or recourse was in place for individuals who received letters for non-compliance of zoning use regulations. He was told that a second letter is usually sent and that letters could be delivered by the police department and/or registered-certified mail.

Approval of Minutes –Trustee Murphy made a motion, seconded by Trustee Miller to approve the minutes of the November 17, 2015 meeting. Motion carried.

Old Business – Clerk Phillips reported that Chief Raney had not had time to review and update the list of property owners failing to meet the requirements of the yard ordinance.

Mayor Holt advised the Board that he and Tim Hughes had been playing phone tax concerning truck routes. He also said that there was an established truck route that had been in use for several years: 700N to Woodworth Drive to Benham Street. He, Trustee Anderson, will try to meet with Mr. Hughes and Roger Miller prior to the next meeting.

Mr. Dawkins reported that Dustin Reifsteck had cut down trees on Davis property and would be back later to grind the stumps.

There was nothing to report on hiring a Treasurer or an office assistant.

New Business – The Village Retirement Fund was deferred to the next Board meeting.

Mr. Davis advised the Board that the Fire District had been receiving a lot of calls because people were violating the leaf- burning ordinance. He said the violations, unless an injury or medical condition develops, are not a fire department matter but rather, a police matter. Chief Raney was asked to contact METCAD and ask them to contact the Police Department in the

future for any leaf-burning calls that are not an injury or medical reason. It was reported that there is a clause in the ordinance that says violators can be charged a \$250 fine.

Trustee Golish made a motion, seconded by Trustee Murphy to adopt the Tax Levy Ordinance for 2015-2016 (Ordinance No. 2015-18). A roll call vote was taken and the following votes were cast passing the motion:

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

Mr. Battaglia reported that he had drawn up two conceptual drawings for the police station using the old firehouse building including the required programs from Chief Raney. He will revise the schematics and with Chief Raney’s approval present the revised drawing to the Board at its next meeting. Trustee Golish asked if it would be more efficient to tear down and build a new building and Mr. Battaglia said it perhaps would be more cost effective but further investigation would have to be done.

There were no sewer credits.

Pay Bills and/or Warrants – Trustee Golish reported that MFT funds were short. Mr. LaRocque will talk to Nicole and see what has been paid and if there is any “resolution: money left over and report back to the Board. Trustee Murphy asked if ERH could be asked to reimburse the Village for fees the Village paid to Farnsworth Group since they did part of the work ERH should have done. Mr. LaRocque said it was better that they did the work with EPA because the new rules will probably require an update in the sewer plant and this way the Village is ahead of the time requirements from the EPA when the new rules go into effect.

Trustee Golish made a motion, seconded by Trustee Murphy to pay the bills. A roll call vote was taken and the following votes were cast passing the motion:

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

Executive Session – At 7:57 p.m. Trustee Stuber made a motion, seconded by Trustee Miller to enter into Executive Session for the limited purposes of discussing the 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:

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

At 9 p.m. Trustee Golish made a motion, seconded by Trustee Stuber to leave Executive Session and return to Regular Session. A roll call vote was taken and the following votes were cast passing the motion:

Rena Anderson – Absent
Rob Murphy – Yes

Mike Golish – Yes
Ryan Perry – Absent

Jacquie Miller – Yes
Terrence Stuber – Yes

Following the Executive Session, Clerk Phillips was asked to include the review and approval job descriptions for superintendent for Public Works, to consider mayoral appointment of superintendent, and the mayoral appointment of a cleaning service on the next agenda.

Trustee Golish made a motion, seconded by Trustee Murphy to approve a one-time year-end adjustment of \$150 for full time employees and \$75 for permanent part-time employees. A roll call vote was taken and the following votes were cast passing the motion:

Rena Anderson – Absent
Rob Murphy – Yes

Mike Golish – Yes
Ryan Perry – Absent

Jacquie Miller – Yes
Terrence Stuber – Yes

There being no further business to discuss at this time, Trustee Golish made a motion, seconded by Trustee Miller to adjourn the meeting. The meeting adjourned at 9:02 p.m.

Respectfully submitted,
Dixie L. Phillips, Clerk