

**MINUTES OF THE VILLAGE OF TOLONO
BOARD OF TRUSTEES MEETING
December 6, 2016**

A meeting of the Village of Tolono Board of Trustees (“Board”) was held on Tuesday, December 6, 2016. Trustees present: Mike Golish, Jacquie Miller, Anna Morris, Rob Murphy, and Terrence Stuber; Trustee Ryan Perry was absent. Trustee Mike Golish served as President *pro tem*. Others present were Attorney Marc Miller, Clerk Dixie Phillips, Treasurer Robert Kouzmanoff, Building Official Anthony Battaglia, Chief Raney, Architect Scott Burge, and Greg Douglas and Nate Warman from Martin Hood & Friese.

The President *pro tem* led the Board and guests in the Pledge of Allegiance.

There were no public comments.

Trustee Golish made a motion, seconded by Trustee Stuber to approve the mayoral appointment of Matt Graven from Philo, Illinois as interim supervisor for the Village of Tolono at the rate of \$25 per hour. 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 – Yes

Trustee Golish made a motion, with a second by Trustee Murphy to increase Mike Woodwork’s hourly rate to \$22.37 per hour effective December 16, 2016. 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 – No

Trustee Stuber made a motion, with a second by Trustee Miller to approve the payment of \$50,000 to the Tolono Fire District to refund TIF pursuant to Ordinance No. 2014-04. 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 – Yes

Senior Audit Manager Greg Douglas of Martin, Hood & Friese reviewed the 2015-2016 Audit report and its various documents with the Board and explained the various questions. He said the AFR was filed with the county for the Village. Trustee Golish relayed concerns about the water income not covering its costs and Mr. Douglas said that a big part of the figure is depreciation. Mr. Douglas will ask an independent consulting company to evaluate the water rate, which was low compared to other Villages a few years ago when Berns, Clancy did an analysis of water rates for the Village. Trustee Golish suggested the same analysis be done with the sewer rates. Trustee Stuber made a motion, with a second by Trustee Murphy to accept the 2015-2016 audit report prepared by Martin, Hood & Friese. All ayes; motion carried.

Treasurer Kouzmanoff explained the proposed changes in health care plans stating that some expenses would be lower and some higher. (Trustee Murphy left at 7:18 p.m. for another meeting) Since there is not a significant savings with the new health care plan and the lack of adequate time to negotiate with the bargaining agent, it was suggested the Village renew its existing plan. Trustee Golish made a motion, with a second by Trustee Miller to renew the existing contract for POS 90 Premium with Loman Ray. 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 – Absent	Ryan Perry – Absent	Terrence Stuber – Yes

Architect Burge presented Change Order No. 1 for Grunloh Construction for a change in roofing materials decreasing the cost by \$43,000 for a total base bid of \$870,000. Trustee Golish made a motion, with a second by Trustee Miller to replace zinc roof base bid for a painted steel roof, accepting Change Order No. 1. 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 – Absent	Ryan Perry – Absent	Terrence Stuber – Abstain

Mr. Kouzmanoff relayed information on the AFR and the engagement letter for next year from the auditors. Trustee Golish made a motion with a second by Trustee Miller to authorize the President *pro tem* to sign the letter of engagement for Martin, Hood & Friese. 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 – Absent	Ryan Perry – Absent	Terrence Stuber – Yes

Mr. Kouzmanoff explained to the Board that he had some information on electronic water payments stating that the upfront cost would be between \$20,000 and \$30,000 and cost \$200 per month. Mr. Kouzmanoff said electronic payments would reduce labor costs as well as human error. He will provide more detailed information at the next Board meeting with the hope of having a new system by early spring.

Mr. Kouzmanoff relayed to the Board that there was a resident getting billed for non-incurred late fees because of a malfunction in the system but that it was repaired.

Trustee Stuber made a motion, with a second by Trustee Miller adopt Resolution No. 2016-R-3, a Resolution Appointing an Authorized Agent for IMRF, appointing Robert Kouzmanoff as the authorized agent for IMRF. All ayes; motion carried. It was also noted that it be put on the agenda for the next Board meeting to make a lump sum payment to IMRF.

Mr. Kouzmanoff explained that union dues and AFLAC payments have been made from the General Fund so there will be a transfer made to the Payroll Fund since the fees are being deducted

from payroll checks. Trustee Stuber made a motion, with a second by Trustee Morris to pay the bills and warrants. 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 – Absent	Ryan Perry – Absent	Terrence Stuber – Yes

Mr. Battaglia asked for clarification on fees for finalizing the building permit for the new police station stating that the standard rate is \$250 with \$35 going to the building official. The matter will be placed on the agenda for the next meeting. He also stated that there have been no items identified as needing Board approval.

Mr. Battaglia also asked if the Zoning Board of Appeals Administrator, Randy Bachert, had mentioned action being taken on non-compliance work letters sent to homeowners and was told that it was being brought to the Board after the first of the year.

Mr. Miller will present a new version of the ordinance Amending Title 13 of the Tolono Municipal Code to Clarify Holding Landlords Accountable for Water Bills at the next meeting with changes to include an extended time period to pay water bill before shutting off service, a minimum late fee of \$10, and creating a hardship extension at the discretion of the President or his/her designee. It was stated that the property used the water; therefore the landlord should be responsible for any unpaid water bills.

Trustee Golish advised the Board that because of the Village trucks being too big to get onto the property to repair the drainage problem at 402 W Walnut Street, the problem was fixed by DJ Stewart for \$1,000. He also stated that because of tree roots, it will have to be re-done next year. Mr. Battaglia will discuss tree-planting specifics with the Zoning Board of Appeals and report back to the Board at a later date. (Rob Murphy returned to the Board meeting at 8:02 p.m.)

Trustee Miller made a motion, with a second by Trustee Murphy to approve the minutes from the November 15, 2016 Board meeting. All ayes; motion carried. The minutes from the Special Meeting on November 22, 2016 were not available for approval because the Trustee had not been able to complete them in time.

Mr. Miller reported that he had received an email from IML for most municipalities requiring a reimbursement policy for employees. Mr. Miller will prepare and present an ordinance for that at the next meeting.

Chief Raney will take pictures of the properties listed on the Nuisance listing and bring them to the Board at its next meeting. Mr. Battaglia reported that he had a phone call concerning the property at 105 E **Daggy** Street and was told that that property was on the list and was being reviewed.

There were no comments concerning miscellaneous items.

The loan from Hickory Point Bank will be on the agenda for the next Board meeting.

Trustee Stuber made a motion, with a second by Trustee Miller to enter into Executive Session at 8:12 p.m. 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 – Yes

The Board took a break from 8:13 p.m. until 8:24 p.m. and then entered Executive Session. The Board returned to Open Session at 8:45 p.m.

At 8:47 p.m. Trustee Stuber made a motion, with a second by Trustee Murphy to adjourn the meeting. All ayes, motion carried.

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