

**Village of Tolono Board of Trustees
Regular Meeting
November 7, 2017**

The Village of Tolono Board of Trustees ("Board") met on November 7, 2017. President Rob Murphy called the meeting to order at 6:30pm. Roll call found the following trustees present: Vicki Buffo, Jacquie Miller, Anna Morris, Ryan Perry and Terrence Stuber. Trustee Jared Ping was absent. Also present were Clerk Brandy Dalton, Treasurer Robert Kouzmanoff, Public Works Superintendent Matt Graven and Police Chief Rick Raney.

President Murphy led the Pledge of Allegiance. Trustee Stuber gave the invocation.

REPORTS

Public Works:

Trustee Buffo motioned to approve the purchase of a laptop with the cost not to exceed \$500 to replace the water meter reading laptop. Trustee Perry seconded the motion. Roll call: Buffo, yes; Miller, yes; Morris, yes; Perry, yes; Stuber, yes. Motion passed unanimously.

Graven spoke to a resident that owns a flooring business, and he can stretch the carpet in the 2 old police department offices for \$50 to \$75 per room. The carpet in the main office is shot and can't be stretched.

Graven is not happy with the yard at the new Police Station. It is approximately 90% crab grass. He got a proposal from Weed Man, but Grunloh said they were going to talk to their landscaper.

There has been a complaint to the IEPA about the burn sight for brush pick up. We need to come up with a plan for getting rid of brush or not do brush pick up anymore.

Engineers:

- Farnsworth will follow up with Grunloh on the grass issue.
- The evidence box is supposed to be shipped this week and will be installed as soon as it arrives.
- There are still a few things that need taken care of like the dampers in the garage and the electrical issue on the dimmers in the corridor.
- Grunloh has agreed to a substantial completion date of September 5, 2017. A substantial completion date is normally the date the punch list is done. Our punch list was done July 26, 2017.

Trustee Miller motioned to approve the police station construction as being substantially complete as of October 23, 2017 and authorize the Village Board President as being the authorized to execute a Certificate of Substantial Completion prepared by the Village engineers. Trustee Stuber seconded the motion. Roll call: Buffo, no; Miller, yes; Morris, yes; Perry, abstain; Stuber, yes. Motion passed.

The Open House at the police station will take place December 5, 2017 from 4:30pm to 6:30pm.

Treasurer:

- Kouzmanoff said that he would like to purchase software from USTI that would include Utility Billing and Accounting. This would allow us to do Fund and Cash Accounting in house, instead of the auditors having to do the Fund Accounting. It will also save the Village money, as opposed to the cost of Locis and Quickbooks. He will get more information.

Trustee Buffo motioned to approve the bills as presented. Trustee Miller seconded the motion. Roll call: Buffo, yes; Miller, yes; Morris, yes; Perry, yes; Stuber, yes. Motion passed unanimously.

Police:

- Raney gave the Board copies of the September and October reports.
- Raney said that moving everything to the new police station is almost complete, but there are still no phones there.
- Officer Morgan checked the nuisance properties and took pictures. Someone asked what can be done about 304 N Elizabeth, and Raney said there are 2 cars that can be tagged.

APPROVAL OF PRIOR MINUTES

Trustee Stuber motioned to approve the minutes of the last regular board meeting, held October 17, 2017. Trustee Buffo seconded the motion. Roll call: Buffo, yes; Miller, yes; Morris, yes; Perry, yes; Stuber, yes. Motion passed unanimously.

OLD BUSINESS

- The Benham Street Mowing Agreement was tabled.
- Kouzmanoff submitted a date to the company for electronics recycling in May 2018 and is waiting to hear back. It was brought up that it needs to be in April since the Budget Year ends April 30. He will send the company dates of April 21 and April 28, 2018 to see what they say.
- Reg Ankrom from Simec Energy was present and said the Referendum for electric aggregation was passed in 2012. The board tabled this item.

NEW BUSINESS

- The 600 block of Linden and Holden Streets are still seeing low chlorine residuals, and in January 2018 the minimum acceptable level will be raising. The plan is to loop the dead ends of Linden, Holden, Barbara and Sharon Streets before looping back down to Austin Street. The Village will put out to bid for the engineering and the project. Graven will find out what IL Rural Water Association has to say about it.

NUISANCE AND TICKLER FILES

Attorney Miller said that Clerk Dalton has sent him the letters she could find. We needs to send first letters from the Village. If they don't comply, a second letter from the Village should be sent. Any third letters that need sent will come from Miller. We will litigate after the third letters.

Trustee Stuber motioned to enter executive session at 7:56pm for the limited purpose of discussing the hiring, performance, compensation and/or employment of one or more Village employees. Trustee Buffo seconded the motion. Roll call: Buffo, yes; Miller, yes; Morris, yes; Perry, yes; Stuber, yes. Motion passed unanimously.

The Board returned to open session at 8:51pm and Trustee Stuber motioned to adjourn the meeting. Trustee Miller seconded the motion. Motion carried unanimously via voice vote.

Respectfully Submitted,

Brandy Dalton
Village Clerk

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Village Board