

**REGULAR MEETING OF THE PRESIDENT
AND BOARD OF TRUSTEES
VILLAGE OF STOCKTON
JO DAVIESS COUNTY, ILLINOIS
DECEMBER 13, 2011**

ROLL CALL

President Brandt called the meeting to order at 7:30 p.m. and asked the Clerk to call the roll. The following responded: Rich Curtiss, Dan Kunz, Jackie Lickes, Howard Rowe, Kevin Stewart and Tim Zueger. Also present were Steve Rice, JR Gardner, Don Luke, Dale Roberts, Irene Logemann and Doug Wierema. Also present was Treasurer Lillian Townsend. Gayle Lingle, Deputy Clerk sat in for Clerk Susanne Young.

APPROVAL OF AGENDA

A motion was made by Zueger and seconded by Rowe to approve the agenda. All members voting aye; the motion carried.

APPROVAL OF MINUTES

President Brandt asked if there were any additions or corrections to the minutes of the meeting of November 8, 2011. Hearing none, he asked for approval.

A motion was made by Kunz and seconded by Lickes to approve the minutes as presented. All members voting aye; the motion carried.

TREASURERS REPORT

President Brandt asked for approval of the Treasurers Report as submitted.

A motion was made by Zueger and seconded by Rowe to approve the November Treasurers Report as submitted by Treasurer Townsend.

Voting aye; Curtiss, Kunz, Lickes, Rowe, Stewart and Zueger. Motion carried.

ACCOUNTS PAYABLE

A motion was made by Zueger and seconded by Lickes to authorize the payment of claims on List A and List B.

Voting aye: Kunz, Lickes, Rowe, Stewart, Zueger and Curtiss. Motion carried.

DEPARTMENT REPORTS

POLICE

A motion was made by Zueger and seconded by Stewart to approve the revised Police Report for the month of November as submitted. Chief Wierema told the Board that he wanted to acknowledge the civic events that his department had been involved in the past couple of months. Four drug informational programs were held at the schools involving high school and middle school students and parents. A program was held with the Cub Scouts on bicycle safety and the scouts toured the police department. The scouts will come back in the near future to look at the new squad truck.

All members voting aye; the motion carried.

WATER & SEWER

A motion was made by Kunz and seconded by Rowe to approve the Water Report as submitted by Dale Roberts, Water Superintendent and the Sewer report as submitted by Don Luke, Sewer Superintendent for the month. It was clarified that on the Water Report – item 10 should read that Jim Nadig talked to Roberts about hooking up the athletic field (not Jim Wood as typed).

All members voting aye; the motion carried.

Curtiss asked how/why Antny's restaurant was taken off the shut off / delinquent bill list? It was explained that the bill had to be 'written off' since the restaurant owner filed bankruptcy – and there is no possibility for that bill to be paid. This is the first bill 'written off' since Utility Clerk Logemann started in her job.

STREET

A motion was made by Zueger and seconded by Kunz to approve the Street Department Activity Report for the month as submitted by JR Gardner.

All members voting aye; the motion carried.

NEW BUSINESS

2012 LIQUOR LICENSE RENEWALS

President Brandt reported that all the current liquor license holders had submitted their checks for renewal of their licenses for 2012. There are nine license holders; Casey's, The Corner Tap, The Bottle Shed, Sullivans, Express Lanes, The Red Knight, Stockton Travel Center, Checo's and Coxy's Liquor.

TIF SURPLUS RESOLUTION

President Brandt called attention to the copy of Resolution 11-07 entitled "A Resolution of the Village of Stockton, Jo Daviess County, Illinois Declaring Surplus from the Special Tax Allocation Fund of the Route 20/Downtown Tax Increment Redevelopment Project Area".

A motion was made by Lickes and seconded by Kunz to adopt Resolution #11-07 as presented. Voting aye: Lickes, Rowe, Stewart, Zueger, Curtiss and Kunz. Motion carried.

ORDINANCE # 560 – AMENDMENT TO LIQUOR SALES HOURS

President Brandt asked the deputy clerk to read the ordinance changing the liquor license sales hours on Sunday. The current ordinance allows for the sale and consumption of alcoholic liquor Monday through Saturday from 6:00 a.m. until 1:00 a.m. and on Sundays from noon until 1:00 a.m. on Monday. The ordinance change will make Sunday hours consistent with the rest of the week. Requests have been received from the liquor establishments to change the time for Sunday sales, saying that the loss of revenue due to the restricted hours is their major concern since alcohol can be purchased earlier in surrounding communities.

A motion was made by Lickes and seconded by Curtiss to pass the ordinance as read.

Voting aye: Stewart, Zueger, Curtiss, Kunz and Lickes. Voting nay: Rowe. Motion carried.

STATUS UPDATES

MSA

MSA representative Nick Wagner announced that Marty Beranek had left their company for personal reasons and that he (Wagner) would be coming to the meetings in the future to give the Board project status updates.

Wagner said that Fischer has executed and returned the water main improvement contracts as well as the bond and insurance documents. He said he has reviewed them and everything is in order and recommends Board approval of the contract. Copies of the signed contracts will be forwarded to Sharon Pepin of Community Funding and Planning since she will have a couple of items to handle and then a pre-construction meeting can be scheduled.

A motion was made by Rowe and seconded by Zueger to approve the agreement with Fischer Excavating, Inc. as presented.

Voting aye: Stewart, Zueger, Curtiss, Kunz, Lickes and Rowe. Motion carried.

Wagner said the next item was the Notice to Proceed which grants Fischer Excavating permission to begin work. This will be issued after the pre-construction meeting.

A motion was made by Kunz and seconded by Zueger to authorize Mayor Brandt to sign the Notice to Proceed contingent on the holding of the pre-construction meeting.

Voting aye: Zueger, Curtiss, Kunz, Lickes, Rowe and Stewart. Motion carried.

Brandt asked Wagner when the pre-construction meeting would be held. Wagner said he talked with Fischer who said that construction could only be done on turf areas until Spring so as not to disturb the streets. No definite date had been set yet for that meeting.

COMMUNITY FUNDING & PLANNING SERVICES

Sharon Pepin began her report by saying that she had received the grant agreement for the \$350,000 CDAP grant for the water improvement project. Having received the grant will require changes to the IEPA loan agreement to reflect the grant funds being used on the project.

\$331,000 of the \$350,000 grant will be applied to construction costs and \$19,000 will be for grant administration services. Pepin said she had brought to the meeting a contract for the grant administration services with her company in the amount of \$19,000. She explained that grant administration services are to be billed quarterly, with the first invoice submitted upon execution of the grant agreement.

A motion was made by Rowe and seconded by Stewart to approve the Agreement for Professional Services with Community Funding and Planning Services for grant administrative services in the amount of \$19,000 as presented.

Voting aye: Curtiss, Kunz, Lickes, Rowe, Stewart and Zueger. Motion carried.

Pepin said the next page of her status report was the Funding Status Summary which explains what amount of funds will be requested from the grant each month. For this first summary, \$4,750 will be requested to cover the first invoice for administrative services. Once the grant funds are received, the check can be written.

Next was the CDAP disbursement request spreadsheet outlining the project budget and the construction, design engineering, construction engineering and admin grant columns. This will

be updated and presented to the Board each month. The next sheet was a sample expenditure summary and payment request which will also be updated each month.

At this time, Pepin presented the first invoice for the grant administrative services in the amount of \$4,750 for work done to date.

A motion was made by Lickes and seconded by Zueger to authorize payment of \$4,750 (Invoice 1) to Community Funding and Planning Services to be paid from funds received through the CDAP grant.

Voting aye: Kunz, Lickes, Rowe, Stewart, Zueger and Curtiss. Motion carried.

Pepin said the final two documents are the Project Status Report and the Financial Status Report. These are dated October 1 to December 31 and will be signed by the village president and sent to DCEO.

Pepin said she had to request updated Prevailing Wage Rates to submit to Fischer since more than 90 days had gone by from the time the bids were submitted until execution of the contract.

Last, Pepin announced the TIF distributions for the year. \$36,039.00 will be available for distribution to 5 local businesses – 3 have submitted the necessary paperwork for the checks to be written. \$42,204.73 will be sent to the County Collector for redistribution to the affected taxing districts, for a total of \$78,243.73. (This corresponds with Resolution 11-07 which was approved earlier in the meeting).

LANDFILL CLOSURE UPDATE

Matt Wagner, Willett & Hoffman, reported that the testing was completed on all the additional gas probes. They all came back good. The test results were submitted to the EPA and now the wait begins for their concurrence. IF they concur, the next step would be to abandon all the monitoring wells. Then there is some paperwork to be done and the landfill can be officially closed. Wagner will let us know as soon as he hears from the EPA.

WATER & SEWER

Chairman Dan Kunz reported on the committee meeting held November 15th. He said it was mainly an informational meeting to discuss the water meter changing program.

Kunz said Dale Roberts was at the meeting and requested that the meters in the well houses be calibrated. Kunz asked Roberts if he had gotten costs for that. Roberts presented costs ranging from \$2,065 to \$2,787. Roberts also had gotten a cost of \$177 each for large meters for 6 commercial properties – these meters need to be changed to correspond with the ‘meter exchange’ program now going on. It was decided to purchase the 6 large meters and to postpone purchasing the well meters until next fiscal year.

A motion was made by Kunz and seconded by Zueger to purchase the 6 large meters at \$177 each for a total of \$1,062 – in order to install these in conjunction with the new meter changing project.

Voting aye: Lickes, Rowe, Stewart, Zueger, Curtiss and Kunz. Motion carried.

Kunz said the last item discussed was wear bars on the auger at the sewer plant. Rice said the bars have been ordered and the village crew will install them when they arrive.

Utility Clerk Irene Logemann asked to be allowed to acknowledge Amy, Sue and Steve for their assistance this past month during this difficult transition with the meter changing program. President Brandt said he also wanted to thank everyone involved for all their hard work during this time – it is a big change for everyone.

ECONOMIC DEVELOPMENT

Chairman Jackie Lickes reported on the Economic Development committee meeting that was held on November 16th. She said the first item discussed was that the Dollar General Store is moving ahead with building plans for a new store with the goal of opening July 2012.

Also discussed was the possibility of expanding the current TIF district or creating a new TIF district. After some discussion, it was agreed to table this until the pros and cons for each option can be determined – this will be on the agenda of the next meeting.

An Economic Development Committee Meeting will be held on Wednesday, December 14th at 7 p.m.

STREETS

Chairman Kevin Stewart said he had forgotten to bring his committee report of the meeting of November 16th and asked the committee members if they could help him report what had happened.

Discussed were the bids received for installing street lights in the Blackhawk Bluffs Subdivision. Bids were received from Kevin Pierce Electric, \$9,320

Kloss-Winter Electric \$10,812 and

Herrell Electric \$11,200.99

It is the recommendation of the committee to accept the bid of Pierce Electric to install 3 street lights for a cost of \$9,320.

A motion was made by Stewart and seconded by Lickes to hire Kevin Pierce Electric to install the 3 street lights for a cost of \$9,320.

Voting aye; Rowe, Stewart, Zueger, Curtiss, Kunz and Lickes. Motion carried.

Public Works Co-coordinator Steve Rice asked if he could discuss the issue that came up recently with regard to the ‘downtown’ trees. Rice said he had gone to a recent Chamber meeting and had a letter from them saying that they are requesting that the village remove the ‘downtown’ trees. (By ordinance, the Chamber is responsible for the ‘downtown’ trees.) Rice said he wanted permission from the Board to have the street department remove the trees - at it fits their schedule. Lickes said that would only be after getting letters from the business / property owners giving their permission to remove the tree in front of their business – and the Chamber will be responsible for sending that letter. Discussion followed about the fact that the trees are dying or diseased and have not been pruned in a long time, and the Chamber does not want to be responsible for them anymore. Additional discussion was held about what would happen if someone does not want their tree taken down, etc.

A motion was made by Lickes and seconded by Zueger to authorize the Street Department to remove the ‘downtown’ trees – after receiving permission from the property owners. The Chamber will be responsible to get that permission. The village will also contract to have the stumps removed. If the property owner declines to have the tree removed, they will then become responsible for the tree.

Voting aye; Stewart, Zueger, Curtiss, Kunz, Lickes and Rowe. Motion carried.

PERSONNEL

Chairman Lickes reported on a Personnel Committee meeting held November 9th. The first item discussed was the establishment of a standardized pay scale for all employees. Getting this developed will be a big project – with the hope to have it put together in time for preparing the budget for next fiscal year.

Next item discussed was an insurance incentive. If an employee is insured under a spouses plan or has another source of insurance coverage, the village will compensate the employee ½ of the premium amount that they would pay to insure the employee. It is the hope that this will give the employee incentive to be efficient in their insurance coverage rather than choose double coverage just because it is available. This will be tabled for now.

Lickes said that the amount to be paid for employee appreciation was next to be discussed.

A motion was made by Lickes and seconded by Rowe to authorize employee appreciation payments in the amount of \$150 for full time employees and \$75 for part time employees. Total cost to the village would be \$2,625.00 and will be paid on the next paycheck.

Voting aye: Zueger, Curtiss, Kunz, Lickes, Rowe and Stewart. Motion carried.

POLICE

Chairman Tim Zueger reported on a committee meeting held December 7th.

First item – Sunday liquor hours to be expanded to allow for earlier opening. The ordinance allowing for this was read and approved earlier in the meeting.

Second item – request to lower speed limit on Curtiss Road. Stewart talked to Scott at IDOT about this and the village has the authority to lower the speed limit. It was agreed to lower the speed limit to 30 mph from US Route 20 south on Curtiss Road to where the village boundary begins. Signs have been ordered to indicate this limit and to show where the boundary line is.

Third item – Discussed condition of a downtown building. Rice has contacted the business owner who is receptive to allowing a structural engineer to inspect the building to determine the extent of the repairs needed. Considerable discussion followed. It was asked what the next step would be – should it be the responsibility of the village to hire a structural engineer, and are we setting a precedent if we do? No decision was made about that. More discussion followed – Rice will contact a tuckpointing company to see what costs would be to secure the loose bricks.

Fourth item – Police clothing allowance needs to be addressed. The committee asked for the police sergeant to write a clothing allowance policy and he did. A copy of the policy was given to the board tonight. The policy will be reviewed by the committee at their next meeting.

Last item- It has come to the attention of the police department that the village should have a policy to establish procedures and fees for registration of sexual offenders.

A motion was made by Zueger and seconded by Stewart to initiate a registration fee for sexual offenders in the amount of \$100 annually, payable on January 1st with a \$25 charge is it is necessary to make any changes, etc. during the year.

Voting aye; Curtiss, Kunz, Lickes, Rowe, Stewart and Zueger. Motion carried.

President Brand announced that the new squad truck has arrived. The truck will replace the car that was totaled in an accident earlier this fall.

Other info

A letter from Media Com was distributed to all board members informing the Board of their rate adjustments to become effective December 15th.

ADJOURNMENT

A motion was made by Zueger and seconded by Kunz that the meeting be adjourned at 8:47 p.m. All members voting aye; the motion carried.

APPROVED

ATTEST
