

**VILLAGE HALL OF HARRISTOWN**  
**April 25, 2016**

The Village of Harristown Board of Trustees held their monthly meeting April 25, 2016. Trustees Lloyd Davis, Don Estep, Lana Drake, Evelyn Deverell, Becky Nave, Cody Endrizzi, Budget officer Rick Laskowski, Treasurer Charlotte Long and Attorney Johnson were present. Mayor Ross called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.

***Visitors***

*Gloria Jackson*-asked if TV's could be brought to hall for the clean up days? Mayor Ross said yes, but no furniture. Question in regards to rummage sales, must you sign up for them? No, only if you want to be on map.

*Jackie Davis*-“unimproved road” sign on West Main needs to be moved; needs to be put back across ditch. Mike will take care of this.

*Nancy Waters*-asked about annexing her property on West Main (east of Bottoms Up) into Harristown so she could have water. Trustee Endrizzi stated this has been brought up before; she wants to split cost of main water line. Mayor Ross questioned if she could hook onto the main that is already under Wyckles road. Dave Harp once you cross a property line, it becomes a main; he will check into this.

***Minutes from last meeting***

Discussion on police department, should read “lack of interest”, not no one interested. Motion by Trustee Endrizzi to approve minutes with above correction. Deverell 2<sup>nd</sup>. Approved 6-0.

***Authorize Paying of Bills***

<i>General Fund</i>	\$ 42,194.22
<i>Water Fund</i>	100,124.28
<i>Sewer Fund</i>	362.00

Last payment on the water bond was made. Owe \$70,000 on sewer bond. Treasurer Long suggest we pay this off (paying 5% interest, will save \$3500). Attorney Johnson will look at contract and see if we pay off early, if we still have to pay interest.

Burdick check# 6035, needs to be paid out of general fund

Michael Coffman, CPA, was for audit recently done

Carver Const – service on Meridian leaking

Trustee Estep asked for clarification for mileage Tammy was paid. This is for a 3 month period , going to bank, post office, etc.

Trustee Deverell questioned IRS, why does it say 3/30 when this is to be paid at end of each month? Treasurer Long said the date is incorrect. Trustee Davis asked if Sage software payment is duplicate; yes, per Treasurer Long.

Trustee Davis questioned the payment on the wells; how long was that for? This is for three years \$3900. Attorney Johnson said this should be done automatically every year for both wells, one well is \$1000, the other \$300. Motion by Trustee Deverell to approve payment of bills, with provision Treasurer checks to see if Sage bills are duplicate payment or duplicate entry on Report. Nave 2<sup>nd</sup>. Approved 3 yes-2 no-1 present. Trustee Endrizzi asked how can we not pay the well lease payment for 3 years? Treasurer said she use to pay this directly to bank but now send to the trustee for estate.

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Trustee Nave said Treasurer needs to have something to remind her to pay this, twice a year, April and December.

***Treasurers Report***

The book balance and bank balance does not match; a lot of outstanding checks. Treasurer would like to wipe out all old checks. Trustee Drake stated no, this cannot be done. Trustee Drake is going to ask for an internal audit; she said some of the checks are duplicates and did not get taken out. Trustee Deverell questioned Treasurer how many old checks are there? Treasurer responded, 40-50 in general fund. Motion by Trustee Estep not to accept Treasurers report. Deverell 2<sup>nd</sup>. Approved 6-0. Treasurer was told not to delete anything from the Sage program ~~transfer funds~~ until after the internal audit

***Budget Officers Report***

Trustee Estep questioned the village of Niantic? This is for our water personnel from Niantic. Motion by Trustee Estep to approve the budget officers report. Endrizzi 2<sup>nd</sup>. Approved 6-0. Motion by Trustee Estep to discuss salaries in closed session. Davis 2<sup>nd</sup>. Approved 6-0

***Engineers Report***

*Water Main encasement-* work is complete. Pay request No.2, \$5240.25 has been prepared. Motion by Trustee Deverell to approve payment of \$5240.25 to Burdick with provision that final lien waivers are received by BGM. Nave 2<sup>nd</sup>. Approved 6-0. *MFT 2016 MFT Maintenance-*Mr. Harp prepared a generic program. Total estimated cost \$40,445.11, 32% of village streets. Tim Houk was in audience and stated they did over ½ of the streets when he was here and the maps are upstairs showing what was done. Budget officer Laskowski has a list of the streets. Motion by Trustee Estep, the engineers BGM, in conjunction with 2016-2017, the engineer is authorized to begin negotiations with IDOT for the streets not done in 2014 and ones that need done. Deverell 2<sup>nd</sup>. Approved 6-0. Trustee Nave questioned if the ditches on Anchor Road can be fixed? Residents in that area have water in their yards.

***Superintendents Report***

5 leaks were found and repaired.

Mechanic looked at back hoe and pumps were not turned up all the way; they are now operating at 75%. Trustee Nave questioned how the man from Niantic, is working out. Mike said he has only seen him once in two months; he is suppose to be here 8-10 days a month. Trustee Nave said we are paying him to be here; perhaps he needs to fill out a timecard? Mike said Terry Allen is on top of things, just not on site. Paperwork is being kept up. Trustee Davis and Mayor Ross will go to Niantic and talk to Mr. Allen. Trustee Davis questioned why two guys are still reading meters? Mike said he was still showing Tim where the meters are, should be able to do it on his own next time. Visitor Bill Koonce questioned if Mike has a license in order to spray weed chemical in village? Mike said no, he didn't need one. Mr. Koonce said that is not correct. You have to take a test in order to spray weeds in village, must have a general sprayer license. Trustee Deverell will check into this. Tim Houk said he had one, good for 3 years; he had to go to Champaign for two days to get his.

**Old Business**

*Purchase of truck*-Motion by Trustee Deverell to purchase a good used truck, no more than \$25,000 with the needed equipment by our maintenance men, with provision it is checked mechanically by an independent party. Nave 2<sup>nd</sup>. Trustee Endrizzi questioned if there should be a cap on the miles, diesel or gas, no more than two owners, car fax? Trustee Davis said the board needs to have more input and to make the decision. Trustee Deverell said Mike could find a truck and let Mayor know and she could call trustees to look at for approval. Trustee Nave questioned if a mechanic will still look at it. Yes, they would. Suggestion of getting input from independent people not on the board. Trustee Deverell withdrew her motion. Visitor Byers said to buy a new truck and won't have all these problems. Visitor Houk said go thru the state bid program and it is cheaper. Motion by Trustee Deverell for Mike Holman to look for a used truck, board members will give him three names to call (Rapid Action team) to get their opinion/thoughts on truck, approve a check from the village to hold the vehicle and bring back to mechanic to have it checked over, and if all is ok, call Mayor and she will call trustees for opinions, cost \$25,000 or under. Nave 2<sup>nd</sup>. Roll call: Davis, no; Nave, yes; Endrizzi, yes; Deverell, yes; Drake, present; Estep, no. Approved 3-2-1. Need to give Mike, in writing, specifications for truck.

*Credit cards for village payments*-discussed last month; not enough interest

*Internal Audit*-Trustee Drake requests the Finance committee conduct an internal audit; Trustee Davis, invoices, Trustee Deverell, payroll and Trustee Drake, general ledger. This will tell the board what degree of an in depth audit we will need. Will go back one year (May 2015 to May 2016). Board approves this internal audit.

*Sale Durango/2003 pu truck/green mower*-this was discussed last month

**New Business**

*Holding tank*-per Mike, this needs addressed, rusting. Water tower may need painted; Dave Harp will get bids/options/prices for these.

*Auto deduction for Constellation*-Mayor Ross has not had chance to check on this yet.

**Personnel Committee**

*Holman insurance*-he was 2 months past his probation period before he received his insurance and had to pay it himself. Motion by Trustee Deverell to reimburse Mr. Holman, \$1,848.00 for his insurance, start hire date November 26, 2015; he should have received insurance February 27, 2016. Endrizzi 2<sup>nd</sup>. Roll call: Davis, yes; Nave, yes; Endrizzi, yes; Drake, yes; Deverell, yes; Estep, yes. Approved 6-0.

**Water and Sewer**

*New Well*-Trustee Davis talked to gentleman and he is willing to sale ¼ acre. The gentleman said he is ok for our lawyer to draw up paperwork for him to sign. Attorney Johnson said he cannot be both parties lawyer, but he can make paperwork for him to look at. This will be discussed in closed session.

*Water bill estimates*-with the bills being estimated in January, a lot of people have overpaid and we owe them money. Trustee Davis said if LOCIS told Tammy to do it

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incorrectly, they should have to fix. Tammy will call LOCIS to find out which way is correct. Tabled until next month.

The three people committee (Rapid Action team) for the purchase of a truck will be Dave Montgomery, Mark Page and Cody Endrizzi. Mayor Ross will contact them.

Motion by Trustee Estep to enter closed session to discuss salaries on budget, Stahl lease, purchase of land for new well and personnel matters. Endrizzi 2<sup>nd</sup>. Approved 6-0  
Entered closed session at 9:55 pm  
Back to regular session at 10:35 pm

Motion by Trustee Estep to approve as ordinance 16-2, Operating budget for 2016-2017. Endrizzi 2<sup>nd</sup>. Roll call: Davis, yes; Nave, yes; Endrizzi, yes; Drake, yes; Deverell, yes; Estep, yes. Approved 6-0.

Trustee Estep questioned if the TIF district policy is 75/25 for all businesses that would want to build there? Attorney Johnson said no, case by case basis. He said some businesses may be better than others by producing more tax money and jobs; could offer a better deal to these companies.

Motion by Trustee Drake, for Attorney Johnson, to draw up contract for Mr. Fowler, amount of \$1000, right to drill and \$30,000 for ¼ acre if land is good for new well; Trustee Davis to present to Mr. Fowler. Deverell 2<sup>nd</sup>. Approved 6-0.

Trustee Estep questioned why the burnt house by cemetery would have to pay \$300 to turn off the water; to have meter taken out. Attorney said this is to support the water plant, EPA, stated in Ordinances.

Motion by Trustee Estep to adjourn. Deverell 2<sup>nd</sup>. Approved 6-0.

Meeting adjourned at 10:55 pm

Penny J. Allen  
Clerk