

VILLAGE HALL OF HARRISTOWN
January 28, 2019

The Board of Trustees of the Village of Harristown held their monthly meeting on January 28, 2019. Trustees Brad Centola, Alan Ferriell, Aaron Netterville, Becky Nave, Cody Endrizzi, Don Estep, Mayor Evelyn Deverell, Treasurer Lana Drake, Budget Officer Rick Laskowski, and Attorney Drew Weatherford were in attendance. Village Clerk Penny Allen was absent. Mayor Deverell called the meeting to order at 7:07 P.M. followed by the Pledge of Allegiance.

Consent Agenda

- a) Adopt Meeting Agenda: Motion by Trustee Estep to approve, Trustee Centola 2nd. Motion passed.
- b) Minutes of the Last Meeting: Motion by Trustee Estep to approve, Trustee Nave 2nd. Motion passed.
- c) Finance Report: includes bank account balances by fund, CD listing, and detail list of receipts by fund. Motion by Trustee Estep to approve, Trustee Ferriell 2nd. Motion passed.

Visitors

Udo Moitz 7450 W. William. Drainage concerns. Shallow ditches are a problem. Deep ditch mowing is an inconvenience. Drainage will be discussed later in the meeting. Board plans to look at culvert and ditch improvements.

Mayor Updates

There will be an electronics recycling event in the spring of this year.
Board members are asked to make a list of known ordinance violations.
Chief Gambrill invited to next meeting to discuss emergency response plan.
Post office dedication – Logan Palmer.
Franchise fee review to assure accurate collections.
Several properties on the County website are not included in the Village of Harristown.
Need to review and update official village properties.

Treasurers Report

- a) Authorize paying the bills. Check register presented to Board covering the period from 1/1/19 to 1/25/19. General Fund = \$26,271.20; Water Fund = \$10,209.07; Sewer Fund = \$3,279.90; Grand Total is \$39,760.17. Motion by Trustee Estep to approve payment. Trustee Ferriell 2nd. Motion passed.

Budget Officers Report

- a) Monthly budget report discussed. \$1,500 Master Meter invoice is an annual support fee. \$1,140 Economic Development listing is from the TIF fund. Motion by Trustee Estep to accept the Budget Officers report. Trustee Endrizzi 2nd. Motion passed.

Engineering Report

- a) 2019 MFT
- b) IEPA Loans
2019 MFT & IEPA loan will be discussed during Committee reports.
Engineering costs can be applied to the IEPA Loan.

Superintendents Report

- a) Maintenance Supervisor Report was presented by Mike Holman. Water leaks on Camp, Manhole lift station overflow, drainage issues, and the need for another dump truck were discussed.

Specifications for another dump truck were solicited by the Mayor. Diesel is required. Estimated price ranges for a used truck is \$15K and a new truck possibly \$50-60K. Board would like to know what would be available for \$25-30K. Mike to check for vehicles that are available. The Board would like to get options for both new & used. If something is available with very little lead time to act, Mike will inform the Mayor who would expedite the approval process to make the purchase.

Personnel Committee

- a) Personnel Manual changes. Update holiday pay guidelines, wording issue. 4 paid sick days which do not rollover, use them or lose them, Doctor's note after 4 days absent. Need to determine calendar year or anniversary date.
- b) Other recommendations. Need to determine whether an ordinance or policy is needed, Attorney to check; vote to be taken at next month's meeting.

Street's and Alley's Committee

- a) Golf carts – application, inspection, stickers. Stickers will be affixed to golf carts. Wording changes on golf cart seats. A suitable seat, permanently mounted is required for each passenger. Insurance is also required. Motion by Trustee Netterville to allow golf carts in the village, Trustee Ferriell 2nd. Motion passed. Ordinance will be updated. It was felt that stickers should be reflective, need to check cost and add accordingly.
- b) 2019 MFT. Many roads have developed a crown in the middle. Need to smooth out road, then oil and chip. There is \$110K available in the MFT fund. Total cost to perform maintenance on all village streets is \$900K. Mary Cave (Chastain) will review priority roads and intersections which can be included in the 2019 program staying within the \$110K spending limit. Cost for every street should be assembled. Consider a “lottery” approach to minimize jumping around.
- c) IDOT letter – Harristown Blvd. Culvert replacement will be implemented.
- d) Street and other signs. Table issue for future discussion.

Finance Committee

- a) Permanent transfer of funds. Historical spending has been misaligned from fund to fund. Payments made have not been applied correctly leaving amounts owed to/from the General, Water, and Sewer funds. The bulk of the issue is related to payroll being paid from the General fund and not being reimbursed by the Water and Sewer funds. Recently, \$35,000 has been transferred from the General fund to the Water fund to pay Engineering invoices. Motion made by Trustee Ferriell to eliminate any historical fund paybacks excluding the recent \$35,000 General fund to Water fund transfer. Trustee Endrizzi 2nd. Motion passed.
- b) Repay General fund from TIF. Wait 1 year before transferring from the TIF fund.
- c) Water reserve account; Set amount to \$4,000 per month. Motion made by Trustee Ferriell, Trustee Netterville 2nd. Motion passed. Treasurer Drake to consider opening a new bank account to store the funds.
- d) Chastain agreement. Annual statement of interest to Village (table till next month)
- e) Attorney compensation. Same as d) above.
- f) Purchase of property. No details available
- g) Network upgrade. Table till next month.
- h) Water plant energy assessment. Nothing beneficial is available.
- i) 6 Radios. 3 bids \$14K; more research is needed.
- j) Review 2018-2019 budget. March study session will be scheduled.
- k) Village assets insurance. Need to review buildings and their valuation.
- l) Income to General fund. Water turn on fees are being deposited in General fund, should be deposited in the Water fund. Motion by Trustee Ferriell to pay Water from General for these deposits to the wrong account. Trustee Netterville 2nd. Motion passed.

Ordinance Committee

- a) Solar panel ordinance. Checking ordinance for needed updates/changes.
- b) Gaming ordinance. Considering wording changes, review continues.
- c) Liquor license ordinance. Motion by Trustee Nave to remove "AE" license, Trustee Endrizzi 2nd, Motion passed 6-0, Ordinance 19-01.
- d) Annexation procedures ordinance. Table for future consideration.
- e) Taxpayer bill of Rights. Table for future consideration.
- f) Building permit fees. Table for future consideration.

Economic Development Committee

- a) Village branding slogan and signs. Continue to review, no recommendations yet.
- b) Dedication of the Post Office to Petty Officer Palmer. See "Mayor Updates".
- c) 4th of July / Village 50th Year. Continue with Celebration committee. Motion by Trustee Netterville to approve \$20K for fireworks, Trustee Endrizzi 2nd. Motion passed 5-1; Trustee Estep voted no.
- d) Veterans Memorial. Continue to review.
- e) Plan for Village Development. Continue to review.

Break taken at 9:02 PM***Meeting resumes at 9:10 PM***

Water and Sewer Committee

- a) IEPA Loan. Motion by Trustee Endrizzi to approve Mayor to sign IEPA Loan, Trustee Estep 2nd. Motion passed. Motion by Trustee Estep to establish ordinance for IEPA Loan, Trustee Ferriell 2nd. Motion passed. Ordinance 19-02. Loan projected to be available in July 2019. Median income in Harristown declined by \$9K; Grant funds should be available based on unemployment rate in Harristown.
- b) Drainage issues. Several locations have drainage problems. All need to be listed and prioritized. Consider buying our own camera for televising. A push/pull unit would cost \$6-7K. Nothing was done with scans from prior years. Need to televise line to identify damages, infiltrations, etc. and plan repairs. Notifications need to be sent to violators (sump pumps, downspouts). The camera will help evaluate the health of the sewer system. Motion by Trustee Centola to spend \$7,500 toward camera purchase for Harristown, Trustee Netterville 2nd. Motion passed. Feb 6 – IEPA visit; a plan is needed to televise our system looking for infiltration; need to document our findings.
- c) Update on URWC. Letters have been mailed to affected property owners where easements are needed. The next meeting will be held in Illiopolis on Feb 19. Estimated completion of system is August 2020.
- d) New water lines. Potential development of area near Mueller Distributing. On hold for now, more information needed.
- e) Water / Sewer accounts. Table for future consideration, review ordinances.

Attorney

- a) Annexations. Nothing to report. Pro's and Con's desired by Board members.
- b) Liquor ordinance. See Ordinance Committee above.

Motion by Trustee Estep to adjourn. Trustee Ferriell 2nd - Motion passed.

Meeting adjourned at 9:43 PM

Rick Laskowski
Budget Officer