

May 15, 2017

A regular meeting of the Board of Trustees of the Village of Arthur, Illinois, was held on Monday, May 15, 2017, in the Village Board Room. Village President Rod Randall called the meeting to order at 7:00 pm. Roll call was answered by Trustees Matt Bernius, J.D. Kuhns, Tyrel Ledbetter, Jenni Marner, Dave Tiffan, and Paul Pearce.

#### **Pledge of Allegiance**

President Randall asked Police Chief Mike Goodman to lead the Pledge of Allegiance.

#### **Public Comment**

Visitors present were Terry Clark, Jerry Hall, Jeremy Rodebaugh, Jennifer Perrine, and June Bissonett.

- Jerry Hall from WCIA presented information on the *Our Town Arthur* promotion July 24-28. The WCIA news department is working with the city to coordinate events for Friday, July 28, broadcasting live from 4-7 p.m.
- June Bissonett described the need for a permanent sign at Penn Station. She described the types of events that Penn Station hosts and how it brings people to Arthur. President Randall noted that he had spoken with Omer Miller and discussion of the sign would be held during Unfinished Business.

#### **Approval of previous meeting minutes**

The regular meeting minutes of May 1, 2017, were approved as presented.

M. Bernius made a motion to approve the executive session minutes from May 1, 2017, with a minor typographical change to be corrected. J. Kuhns seconded. All Trustees voted YEA.

#### **Approval of Expenditures**

- P. Pearce made a motion to approve expenditures in the amount of \$55,710.40. J. Kuhns seconded. All Trustees voted YEA.

#### **Village President Report**

- President Randall commended the board for good communication and gave a special thanks to Erica Carter, Grant Corum, and Kenny Crossman for providing needed information.

#### **Trustees' Reports**

- Matt Bernius reported that Lamar Miller agreed to serve as the citizen representative on the Streets and Alleys Committee.
- J.D. Kuhns reported that Andy Monts agreed to serve as the citizen representative on the Water and Sewer Committee.
- Tyrel Ledbetter reported on a citizen's inquiry into filling in a culvert.
- Jenni Marner reported meeting with Christy Miller about WCIA's Our Town. Marner inquired about the citizen representative's role on committees. Discussion about this advisory role.
- Paul Pearce reported that Scott Seegmiller agreed to serve as the citizen representative on the Finance Committee. They are working on 2017-2018 goals to submit for review. Reported a special thanks given from AAEDC for first installment received.
- Dave Tiffan commented on the new subdivision and was impressed with progress.

#### **Comptroller's Report**

- Village Comptroller Erica Carter reported that we are still waiting on Douglas county numbers for the budget. The village has received 117% of the anticipated revenue for the fiscal year. Final line item adjustments are being made.

#### **Chief of Police Report**

- Chief Goodman reported that DARE graduation was last week. The students enjoyed the program, and there were 32 graduates. The recent rain has made tall grass a problem on several properties. Many people in town took advantage of clean up days.



Currently working with 13 properties to resolve clean up. E. Carter commended the company used for town-wide clean up. Discussion on date of town-wide clean up and having it after town-wide garage sales.

#### **Public Works Supervisor's Report**

- Grant Corum discussed items on his report. With the recent rains, the slow to drain areas were documented and will be addressed. The tubing in aerators of the water treatment plant were cleaned out and replaced. Corum is looking into an amendment to the ordinance of tall weeds and grass. The current ordinance does not lay out a standard charge. K. Crossman will look into it.

#### **Village Attorney's Report- No report**

#### **Unfinished Business**

- K. Crossman stated we are still waiting on the director from the Department of Natural Resources to sign forms on the exchange of railroad property for road adjacent to Mill Street. Discussion on phone calls to get this moving quicker. M. Bernius made a motion to postpone the exchange of railroad property for road adjacent to Mill Street. J. Kuhns seconded. All Trustees voted YEA.
- President Randall provided information about TIF. He suggested taking more time to consider infrastructure, board-initiated projects, and downtown revitalization. These types of major projects would make an immediate difference in the TIF district. President Randall recommended talking with people invested in the TIF district. Discussion was held on best uses of TIF money. Board will work quickly to help time schedule of AATC. P. Pearce highlighted eligibility requirements for applications. D. Tiffan made a motion to postpone action on the TIF application from AATC until the June 5<sup>th</sup> meeting. M. Bernius seconded. All Trustees voted YEA.
- President Randall stated the Board's concern with allowing a sign for Penn Station on village property. President Randall suggested working on a more appropriate address for Penn Station or developing a community sign for that location. The community sign could be designed by the city and used by many downtown businesses and events. This is an ongoing idea that will need to be discussed further. M. Bernius made a motion to table the Penn Station sign request. T. Ledbetter seconded. All Trustees voted YEA.

#### **New Business**

- Jeremy Rodebaugh presented the use of G Suite to the board. This suite of tools would provide communication, document sharing, collaboration, and calendars all online and stored on google drive. Questions were asked about archiving e-mail and maintenance. Discussed practical uses of these tools. Rodebaugh gave suggestions about going forward. The cost is estimated at \$10 a month per user. This cost will be investigated. M. Bernius made a motion to postpone action on Google Account for Village Business until the June 5<sup>th</sup> meeting. J. Marner seconded. All Trustees voted YEA.
- Chief Goodman presented the benefits of Guardian Tracking Performance Evaluation which would allow supervisors to track both positive and negative performance of employees. This program provides a framework to give employees more guidance, feedback, and positive reinforcement. Chief Goodman, M. Bernius, P. Pearce, and G. Corum all participated in a teleconference with an online demonstration. The cost is a \$740 annual fee plus a one-time signup fee of \$250. P. Pearce made a motion to approve the acquisition of Guardian Tracking Performance Evaluation software on an annual subscription. T. Ledbetter seconded. All Trustees voted YEA.
- President Randall presented Resolution #2017-3 Providing a Consent Agenda Procedure. Items on consent agenda would be minutes and bill approval, authorizing the Village President to act on behalf of the Board, routine items, and



non-controversial resolutions. If any trustee wishes to discuss an item on the consent agenda, it will be moved to the appropriate location on the meeting agenda. M. Bernius made a motion to approve Consent Agenda Procedure. P. Pearce seconded. All Trustees voted YEA.

- K. Crossman presented several scenarios on the sale of lots 14-21 and lots 41-43 in phase 2 of Meadowview Subdivision. Discussion on which scenario to utilize. K. Crossman recommends preparing an ordinance directing sale, specifying location, use, and conditions. M. Bernius made a motion to postpone the discussion on the sale of lots 14-21 and 41-43 until the June 5<sup>th</sup> meeting. J. Kuhns seconded. All Trustees voted YEA.
- President Randall discussed forming a Mayor's Advisory Committee with meetings to be held in the Community Building. Members would come together to present ideas and discuss strategic visions and goals that have been laid out. This committee would be strictly advisory. P. Pearce made a motion to allow the formation of the Mayor's Advisory Committee. M. Bernius seconded. All Trustees voted YEA.
- President Randall presented a diagram for a new boardroom set up with tables and chairs forming a U shape. Discussion on where to purchase, whether locally or an office supply store. Prices will be investigated. P. Pearce made a motion to postpone the discussion until next meeting. J. Kuhns seconded. All Trustees voted YEA.
- President Randall presented an idea to create a distribution email list for meeting agendas, minutes, newsletters, trustee packets, etc. Discussion regarding unapproved minutes and the use of a no-reply email. J. Kuhns made a motion to create a distribution list to email agendas, approved meeting minutes, newsletters, and Mayor's comments using a no-reply email. M. Bernius seconded. All Trustees voted YEA.
- G. Corum received a quote from Stillwater Enterprises for grinding yard waste that has accumulated. Total cost would be \$9,600. This quote was made April 4, so any additional waste accumulated since would add to the cost. Cost will not exceed \$10,000. J. Kuhns made a motion to accept the bid from Stillwater Enterprises, not to exceed \$10,000. J. Marner seconded. All Trustees voted YEA.
- G. Corum reported on the six bids received for the demolition of Walnut Street Properties. M. Bernius made a motion to accept the bid of \$13,000 by Steve Lewis Construction, LLC for the demolition of Walnut Street Properties. D. Tiffan seconded. All Trustees voted YEA.
- G. Corum presented a change order 2017-01 to Feutz Contractors in the amount of \$4261.40 for Meadow view subdivision. T. Ledbetter made a motion to approve the change order to Feutz Contractors. P. Pearce seconded. All Trustees voted YEA.
- G. Corum presented the cost of Annual Chemical Analysis for 2017-2018 performed by IEPA laboratory in the amount of \$1,963.46. T. Ledbetter made motion to approve the cost. J. Kuhns seconded. All Trustees voted YEA.
- P. Pearce made a motion to enter Executive Session. M. Bernius seconded. This Executive Session was regarding hiring public works summer help. (5 ILCS 120/2(c)(1)) The appointment, employment, compensation, discipline, or dismissal of specific employees of the public body.
- President Randall re-opened the meeting. Trustees present were M. Bernius, J. Kuhns, T. Ledbetter, J. Marner, D. Tiffan, and P. Pearce.

- T. Ledbetter made a motion to hire Craig Moffett and Jesse Daily for public works summer help at \$10 per hour. P. Pearce seconded. All Trustees voted YEA.

**Adjourn**

T. Ledbetter made a motion to adjourn. J. Kuhns seconded. All Trustees voted YEA. President Randall adjourned the meeting at 9:13 pm.

APPROVED \_\_\_\_\_

Village President

ATTEST \_\_\_\_\_

Village Clerk

DATE \_\_\_\_\_

June 5, 2017