

MINUTES

PALESTINE VILLAGE BOARD OF TRUSTEES MEETING

November 4, 2010

The Palestine Board of Trustees met in regular session on November 4, 2010, at 6:00 PM. Trustees answering the roll call were Gene Purcell, Greta Dennison, Larry Miller, Larry Surrells, J.D. Kimberlin and J.R. Dunlap.

Police Chief Jim Clark, and Margaret Littlejohn, Utility Clerk, were also present.

Visitors present: Ken Pryor and Brad Midget from C.C EMA, Kathy Fuller, Bob Taylor, Chris Ford from WTYE, and Tom Osborne from Robinson Daily News.

Meeting called to order by Mayor Schofield.

The meeting began with all present reciting the Pledge of Allegiance

Minutes were taken by the Village Clerk.

The minutes of the last meeting were accepted as presented.

OLD BUSINESS

1) EMA – Ken Pryor, head of the local EMA and Brad Midget, Deputy of the EMA, were present to explain some of the things that they will be doing to help the Village and County. They would like Village to select a person to be a liaison between the EMA and the Village as a point of contact in the event of an emergency. This person should have good communications skills, be a person who could be trusted to get correct information to and from the Emergency Operation Center (EOC) and the Village in an emergency. It would be preferable for the Board to select a person who is not already involved in emergency services.

Mr. Midget said the control box that is in the station now operates the sirens. We would have to purchase our own control box to put in the EOC in order for them to activate the Village. The control box would also give us the option of setting the siren off locally. The cost is approximately \$900.

2) Discussion/Decision – Engineering Firm Contract.

Discussion was held concerning the Village changing Engineering firms. Larry Surrells said that our experience with Connor & Connor had been good until the last two years. We've had little or no response to follow-up or response to our needs. Larry said we are making this change with a lot of apprehension but feel it is in the best interest of the Village to do so. Greta Dennison asked if references had been checked. Mayor Schofield reported that references had been checked and were very good for both Lamac and Neikirk. Gene Purcell questioned what the cost difference would be. Mayor Schofield said that the cost is state regulated and based on a percentage basis. A motion was made by Larry Surrells that we consider changing our Engineering Contract to Neikirk Engineering and open a discussion to that motion. Motion was seconded by Greta Dennison. Mayor Schofield felt that the contract would be a year-to-year contract at this time, effective January 1, 2010. After more discussion, roll call was conducted and the motion passed unanimously.

3) Discussion: residents planting trees and bushes in the "terrace" area between the sidewalks and streets. After some discussion by the Board Members, Larry Surrells made a motion for Mayor Schofield to prepare an agreement that the Village would not be responsible for any new trees or bushes planted in the "terrace" areas. The responsibility of taking care of the trees and

bushes would fall to the owner of the property. However, the agreement would “go with the property”, not the individual. Larry Miller seconded the motion. After motion was made and before a roll call, J.R. Dunlap suggested the Village prohibit the planting of trees and bushes in the “terrace” areas. After some consideration, Larry Surrells withdrew his motion and Larry Miller also withdrew his second. Larry Miller will explore getting an ordinance prepared to prohibit the planting of trees or bushes in the “terrace” areas in the Village.

4.) Alley encroachments update.

- A) Between Harrison & Grand Prairie
- B) Between Lamotte & Harrison
- C) Between Washington & Bryant

Board Members have observed these areas since the last Board Meeting. Larry Surrells has spoken with the biggest offender and the individual has agreed to take care of the issue. The Board Members will continue to watch these areas.

5) Repairs to truck to replace injectors - Actual Cost was \$1020.16.

NEW BUSINESS

1) Contract for Management of Sewer/Lagoon. The Village received a letter from Lawrence Quick to work with the Village on a contractual basis for management of our Sewer System and lagoon. He is certified to do this and can help us maintain the sewer system and lagoon and keep us compliant with the State of Illinois IEPA. He will refine our abilities to work on inspections and reports in order to get them submitted in a timely manner. Larry Surrells, Larry Miller, and Mayor Schofield are in agreement that we need a person who is certified since Carl is no longer with the Village. Motion was made by Larry Surrells that the Village enter into a contract with Larry Quick to oversee managed care of our sewer system and lagoon, based on his proposal for a period of one year, subject to his discretion as far as when Mr. Quick feels we do not need his service any longer. He will continue to train our DPW personnel to become certified. Gene Purcell seconded motion. Motion passed unanimously.

2) Repairs to truck-replace transmission-Estimated cost \$2500. The transmission has gone out of the 1996 Chevy truck. The estimated cost for a Jasper rebuild is \$2500. The transmission is guaranteed for one year. Motion was made by Gene Purcell to have the Chevy truck repaired. Motion was seconded by Larry Surrells. Motion passed unanimously.

3) Discussion about Village Christmas Party. Financially, the Board felt that incurring expenses for a Christmas party and Christmas gifts would not be in the best interest of the Village. Larry Surrells made a motion that we do not have a Christmas party or hand out gifts this year. Motion was seconded by Greta Dennison. Motion passed unanimously.

Police Report: Chief of Police, Jim Clark. Jim reported that we had a pretty good month, with the exception of thefts of Halloween decorations and busting of pumpkins. Jim wished to express his feelings on the “Character Counts” program at Palestine Grade School. Since its inception, his calls to the grade school and high school for disciplinary problems have dropped dramatically.

Committee Reports:

Budget & Financial Committee: Shirley Adams, Chairman.

The following reports were included in addition to the regular financial reports:

- a) 2-year Income Statement for the Sewer Maintenance Fund
- b) Budget versus actual expenses thru October for General fund
- c) Update on revenue received from the State of Illinois thru October

We received our 2009 fiscal Responsibility Report Card from the Comptroller of the State of

Illinois, showing no errors. This report will be available for public viewing on the internet in January 2011.

Balance of the Sewer Expansion loan as of Oct. 27th, is \$34,058.14. Thirty-four payments have been made to date on the five year loan.

The Village has received the first installment, in the amount of \$5,932, of the Illinois Jobs Now! capital bill program from the Illinois Dept. of Transportation.

The Annual Treasurer's Report for the Fiscal Year Ending April 30, 2010, was published in the Robinson Daily News on October 27 2010.

Additional business:

Bids for painting the Water Tower have been advertised. The Contract will specify that the tower be completed by August 2011. The logo will have 1811 to 2011 on it.

Pioneer Room - November 2010 – J.D. Kimberlin.

Mayor Schofield reported on the new Manual on Uniform Traffic Control Devices (MUTCD) Sign Retroreflectivity Requirements from USDOT. Agencies have until January 2012, to establish and implement a sign assessment or management method to maintain minimum levels of sign retro-reflectivity. The compliance date for regulatory, warning, and ground-mounted guide signs is January 2015. For overhead guide signs and street name signs, the compliance date is January 2018. She needed a decision on what colors the Board would like for the signs. J.R. Dunlap suggested royal blue and white and it was the consensus of the Board to use those colors. Mayor Schofield said she would be getting estimates in order that she can go forward in trying to obtain some grants to help with the cost of this project.

Mayor Schofield received information from Mediacom that they will be providing two new stations and that there will be a \$3.00 per month increase.

The Mayor received word on October 29th that Governor Quinn has approved the ITEP funding for the Palestine Streetscape and Beautification project in the amount of \$822,880

Bob Taylor reminded us that Veterans Day is on Thursday, November 11th and he encouraged everyone to attend the ceremony at the American Legion in Robinson or any other activity in the area honoring our Veterans.

With no further business to discuss, Larry Surrells moved for adjournment. Meeting adjourned at 7:25 PM.

PRESIDENT

CLERK