

## MINUTES

### PALESTINE VILLAGE BOARD OF TRUSTEES MEETING

January 3, 2019

Palestine Board of Trustees met on January 3, 2019, at 6:00 PM. Trustees answering the roll call were Tim McDaniel, Mary Michael, Gene Purcell, George Harrison, Brian Nethery and J.R. Dunlap.

Staff Members present: Police Chief Jeff Besing, Shirley Adams, Village Clerk, Patricia Schofield, Mayor's Consultant, Margaret Littlejohn, Utility Clerk and Kathy Clark, DPW Superintendent.

Visitors present: Colin Dunn, HLR Engr., Nancy Jenkins, Twilla Davis and Tom Osborne (Robinson Daily News).

Meeting called to order by Mayor Rob Byrley

The meeting began with all present reciting the Pledge of Allegiance.

Minutes were taken by the Village Clerk.

The Minutes of December 6, 2018, accepted as presented.

#### **OLD BUSINESS:**

No Old Business to discuss.

#### **NEW BUSINESS:**

##### 1) HLR Engineering – Colin Dunn, Engineer – Re: Aeration System.

Rural Development Project has two components to it. They require a Preliminary report and Environmental Report. The Environmental report is complete and will be submitted as soon as the Government shutdown is over. They are still working on the Preliminary report.

Colin discussed the ideas for the aeration system to get rid of the odor and algae. He also said it might be good to have a sewer televising project added.

Colin gave us information about mapping our sewer lines. He handed out an overview of GIS, which is a geographic information system data base that displays and stores information and data. It is a good way of collecting and updating utility data. It takes a lot of work setting it up but the investment is well worth it. It would greatly benefit the DPW in their efforts to keep our sewer system up and running.

2) Trustee Volunteers for 2019 Pioneer Room and Community Facility. List of volunteers were given out.

3) VOP Posting of 2019 Calendar Year Monthly Board of Trustees Meetings. Posted.

FYI: Update on Ramsey Properties. No update at this time.

#### **DPW REPORT:** Kathy Clark, Superintendent

MFT Committee met with HLR Engineer to form a rough draft of projected budget. Information has been turned over to HLR for finalization.

DPW had a successful repair on North Main, of heaving concrete. The heaving was due to insufficient road bed on top of storm sewer line.

Ameren is now charging for 5 unmetered electrical outlets on North Main lamp post outlets. The PDA had auxiliary power added to the bases for Christmas lighting extension. The bases were wired directly to the poles, not through the meter.

Robinson Wastewater Lab has raised each constituent fee by \$2.00 this year. The billing will be \$89.00 for 6 months (May-Oct) and \$121.00 for six months (Nov-Apr.). I am required by EPA to monitor for fecal coliform May thru Oct.

Due to questions asked of the EPA for the upgrade at the Treatment Plant, we were subject to an inspection. Kathy was pleased to say the EPA inspector was impressed with the condition and upkeep of the plant. A formal inspection report is forthcoming.

Under the same low interest/grant, we are adding storm sewer work to the projection. This will include fixing drainage problem at West Grand Prairie/South Bryan intersection. This will include extending the current outlet to the watershed creek. Presently, the outlet falls short of the creek. As it is, the land has almost buried the end of the outlet, at the abutment, appx 30' from the creek.

The crew implemented bolt-on cab steps.

**POLICE REPORT:** Chief of Police, Jeff Besing.

Chief Besing has all of the registration paperwork for our new patrol officer sent in to the Law enforcement Academy, which he will start on February 3, 2019, in Decatur, IL. He will be there for 14 weeks with a graduation date of May 10, 2019.

December was a busier than normal month with criminal activity. The Saratoga Tavern burglary has been solved with two 18 year old male subjects arrested and charged and information filed with the States Attorney regarding a juvenile involved in that incident as well.

One of the 18 year old males involved in the Saratoga burglary was also responsible for vandalizing the marquee sign on the corner lot at Jackson and Franklin. He was charged with that offense.

New Year's Eve went well with no calls for service reported.

The 2009 Ford Crown Vic has been sold to the Jefferson County Sheriff's Department for \$4,500. It has been officially taken out of service.

The Chief spoke to Morrow Brothers about our new squad and it should be completed by the 3<sup>rd</sup> week of this month. Our out of budget cost for the new squad should be between \$14,000 - \$17,000, for a \$44,000 squad.

**PIONEER ROOM/COMMUNITY FACILITY – JANUARY – GEORGE HARRISON**

**COMMITTEE REPORTS:**

**Budget Committee:** Shirley Adams, Chairman. Dec. Financial Reports were not available at this time.

**Bldg Regulations, Permits, Maintenance:** Harry Gene Purcell, Chairman.

**Employee Relations Committee:** Harry Gene Purcell, Chairman. One building permit issued.

**FOIA Officers:** Shirley Adams, Chairman. Reminder to trustees to work on their OMA.

**Ordinance Committee:** Pat Schofield.

**Streets, Sidewalks, Alleys Committee:** Tim McDaniel, Chairman.

**Sewer/Lagoon Committee:** George Harrison, Chairman.

Motion to go into Executive Session under Section 2 (C) (21) made by J.R. Dunlap at 6:45 PM. Motion seconded by George Harrison. Motion carried unanimously.

Motion to go back into General Session by Gene Purcell and seconded by Brian Nethery. Motion carried unanimously.

Regular session reconvened at 6:47 PM. The purpose of the Executive Session was for a semi-annual review Executive Meeting Minutes for the past 6 months. Mary Michael made a motion that we approve that the minutes from July 5, 2018 and December 6, 2018 be put in our regular minute book for the public, and that the Executive Minutes from November 1, 2018 still be closed at this time. Tim McDaniel seconded motion. Motion carried unanimously.

With no further business to discuss Tim McDaniel moved to adjourn. George Harrison seconded motion. Meeting adjourned at 6:49 PM.

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PRESIDENT

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CLERK