

Special Township Meeting St. Clair Township

DATE: April 23 2012

TIME: 7:00 p.m.

LOCATION: St. Clair Township
107 Service Street
Swansea, IL 62226

MEMBERS PRESENT: Tim Buchanan, Supervisor
Mary Carroll, Clerk
Dave Barnes, Trustee
Richard Schobert, Trustee
Bob Trentman, Trustee
Greg Bridgman, Trustee

SERVICE PROVIDERS PRESENT Ron Stuckel

OTHERS PRESENT: Dean Wallen
Ken Mueller

Roll Call:

The Special Meeting of the St. Clair Township Board was called to order by Supervisor, Tim Buchanan with the Pledge of Allegiance. Roll call found that all members were present except for Assessor, Robert Knee and Road Commissioner, Mark Burk.

To keep costs down, Supervisor Buchanan asked that we move to item 5a on the agenda so that Engineer, Ron Stuckel, could discuss the Belleville Roundabout Project. Mr. Stuckel went over the project schedule, reviewed the map, and provided cost estimates for the project. There were questions and answers. Trustee Schobert made a motion to authorize Supervisor Buchanan to sign the Standard Contract For Professional Services with KDG for the Illinois 15 Sewer Relocation Project. Trustee Barnes seconded the motion. Roll call vote. All in favor.

Mr. Stuckel also gave an update on the Vicksburg sewer project. The contractor has started work again.

Supervisor's Report

- Water Shut Off Report - Supervisor Buchanan handed out a list for the Board to review of letters will go out to delinquent customers. The lists were turned back in.
- Request for a Special Township Meeting Legal Opinion - Supervisor Buchanan said that at our last Town Meeting in April, a gentleman named David Moore requested a Special Town Meeting with three items listed for discussion. The Township's attorney has advised that

the law restricts special town meetings to certain items and the items on Mr. Moore's request were not eligible. Supervisor Buchanan called Mr. Moore and volunteered that he and the Highway Commissioner would meet to with Mr. Moore to discuss the items and his concerns. He seemed okay with that, and Mr. Moore said he would call Mr. Buchanan back. Supervisor Buchanan said he also called everyone on the sign in sheet who left a number to let them know.

- Ford Expedition - Supervisor Buchanan said the Ford Expedition was sold for \$6,000.

Public Comments

No public comments.

Business Items

A. Roundabout Sewer Line Relocation Project - See above.

B. I-DOT Three Year No Interest Loan Agreement - Supervisor Buchanan said that he met with the representative from I-DOT regarding the no interest loan agreement for the Roundabout Project. He said that the representative was very thorough, but requested that the Township act on this quickly. Supervisor Buchanan said he signed off on it, but wants to make sure he has approval from the Board. Trustee Bridgman made a motion to authorize the Agreement with Illinois Department of Transportation on April 20, 2012. Trustee Barnes seconded the motion. Roll call vote. All in favor.

C. Vicksburg Sewer Project - See above

D. Returned Check Fee - Supervisor Buchanan reminded the Board that at the last meeting, the topic of charging a returned check fee was raised. Everyone agreed that it seemed reasonable to charge a \$25 fee for returned checks. Trustee Bridgman made a motion to establish a \$25 charge for returned checks, pending legal approval. Trustee Schobert seconded the motion. Roll call vote. All in favor.

E. Minimum Sewer Charge on Inactive Water Accounts - Supervisor Buchanan reminded the Board that an inactive account is one that has been turned off by the water company. Therefore, the water cannot be shut off to get them to pay their bill, they can't be located and/or the home is abandoned. But they are still incurring the regular minimum charge. The logic is that the design of the whole system is based on everyone chipping in for the capital costs, etc. The Township charges a minimum monthly fee plus penalty if they are late continually whether they are using water or not. Supervisor Buchanan is recommending that these type of accounts not be charged the minimum fee after one year being turned off because it is a management issue processing these accounts, knowing that it will never be collected. There was a lot of discussion around this topic, but everyone was in agreement that the supervisor should bring individual cases before the board for the board to approve.

F. Hydro Services Request for Revised Agreement - Hydro Services who operates the sewer plant is requesting an increase of \$100 month for additional testing required and the cost to transport the samples to the lab. Supervisor Buchanan said he is in agreement with the cost of test, but feels that the feels the cost to deliver it is excessive. He has asked for more information from Hydro.

G. Transfer Accounts to Belleville - Supervisor Buchanan has discovered a sewer account that it being paid to the Township, but he believes the line is actually Belleville's. After discussion, it

was agreed that the line should be given back to Belleville for any liability that the line may incur. Trustee Barnes made a motion to give the line to Belleville if it is actually their line. It was seconded by Trustee Bridgman. Roll call vote. All in favor.

H. J.W. Boyle Auditor Agreement- Supervisor Buchanan asked for authorization to sign an agreement with J.W. Boyle to do the annual auditing work. Trustee Bridgman requested that Supervisor Buchanan do research on auditors to do some cost comparison for next year. Supervisor Buchanan said that he will do that. Trustee Schobert made a motion to authorize Supervisor Buchanan to sign the agreement with J.W. Boyle. Trustee Bridgman seconded the motion. Roll call vote. All in favor.

I. Tap in Fees - Supervisor Buchanan said that at the last meeting he went over statistics regarding the sewer tap in fees. He reminded the Board that the Township fees are \$1,000 and other communities charge as much as \$4,000. He said that the tap in fee helps to offset the cost of increases to the current users. Trustee Barnes, Trustee Schobert and Trustee Bridgman did not agree to raising the fee. Supervisor Buchanan said he would do some more investigation because he knows that Fairview Heights is going through the same thing.

J. Accounts to Collection Agency - Supervisor Buchanan went over the process again and said we agreed to begin using the collection agency and he wanted to make sure he has the authority to make decisions with regard to the process wherein the agency gets 50% and the Township gets 50%. Supervisor Buchanan reminded the Board that the agreement to do 50 accounts for \$15 (five letters) is one part of the process, but the 50/50 piece is a different process. After much discussion, it was agreed that Supervisor Buchanan will provide a list of those he feels should go to the 50/50 process for the board to approve.

At 8:27 p.m. Trustee Barnes made a motion to go into closed Executive Session for purposes of considering litigation, and the Board finds that an action involving the Township is probable or imminent and for personnel issues. It was seconded by Trustee Bridgman. Roll call vote. All in favor.

There being no further business, Trustee Bridgman made a motion to adjourn the meeting. Trustee Barnes seconded the motion. Roll call vote. All in favor.

Meeting was adjourned at 8:38 p.m.

Respectfully submitted:



Mary Carroll
Township Clerk