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## Regular Meeting St. Clair Township

DATE: November 27, 2012

TIME: 7:00 p.m.

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

MEMBERS PRESENT: Tim Buchanan, Supervisor  
Mark Burk, Road Commissioner  
Mary Carroll, Clerk  
Dave Barnes, Trustee  
Bob Trentman, Trustee  
Richard Schobert, Trustee  
Robert Knee, Assessor

OTHERS PRESENT: Doris Rebenstorff      Dean Wallen  
Chad Rhutasel              Deb Barnes  
Sue DonCarlos              Guy DonCarlos  
Peggy Buchanan              Rhonda Burk  
Earl Quirin                  Jamie Forsythe  
Brad Kreisler                Brenda Reed  
Skip Kernan                 Joe Riley  
Terry Carroll                Greg Hipkind  
John Smeerbach              Charlie Suarez

### Roll Call:

The regular meeting of the St. Clair Township Board was called to order by Supervisor, Tim Buchanan with the Pledge of Allegiance. Trustee Greg Bridgman and Assessor Robert Knee were absent.

Supervisor Buchanan announced we would be going a little out of order from the agenda tonight.

Supervisor Buchanan congratulated Trustee Trentman on his recent election to the County Board. He thanked him for his faithful service to the Township board and asked the audience to give him a round of applause.

Supervisor Buchanan asked if Engineer Ron Stuckel could report on the bid information for the sewer relocation project due to the roundabouts being constructed in Belleville. Mr. Stuckel said that three bids were received from Kamadulski Excavating, Hank's Excavating and Korte & Luitjohan. The low bid was from Kamadulski. He said they reviewed their references and past history and recommended they be awarded the work. Trustee Schobert made a motion to accept the low bid from Kamadulski and authorize the Supervisor and the Clerk to sign the necessary paperwork. Trustee Barnes seconded the motion. Roll call. All in favor.

Brad Kreisler reviewed the proposal for the workers compensation insurance renewal. He said that even though payrolls are down, the cost is up. He encouraged working with their training people to try to get the modifier down. Supervisor Buchan said the Township has someone else that provides safety training more specific to the work done at the Township, and it is more hands on. Mr. Kreisler said to let them know, and they can coordinate this. The total annual premium cost for the workers comp. is \$86,933.

Mr. Kreisler also discussed property and casualty. He said it is primarily based on losses and reinsurance. He said this cost is also higher. The total annual premium is \$56,379. Trustee Barnes made a motion to approve the insurance renewal for workers compensation and for property and casualty liability. Trustee Schobert seconded the motion. Roll call vote. All in favor.

#### Minutes of the Regular Board Meeting held on October 23, 2012

Trustee Schobert said in the draft minutes, it stated that during public comments, Skip Kernan said that Trustee Schobert told Mr. Kernan the Supervisor position should be part-time. Trustee Schobert denied saying that to Mr. Kernan, and he said that Mr. Kernan came to the conclusion the Supervisor position should be part-time based on their conversation. After discussion, it was agreed the minutes would be revised and reviewed again next month. Trustee Barnes made a motion to approve the minutes, but there was no second.

Trustee Barnes asked that the word "his" be added in the statement he made about Road Commissioner Burk paying for the cost of "his" uniforms.

#### Minutes of the Executive Session Meeting held on October 23, 2012

A motion was made by Trustee Schobert to approve the October 23, 2012 executive session minutes. It was seconded by Trustee Barnes. Roll call vote. All in favor.

Treasurer's Report - Trustee Schobert made a motion to approve the treasurer's report. It was seconded by Trustee Barnes. Roll call vote. All in favor.

Budget Report - Trustee Schobert made a motion to approve the budget report. It was seconded by Trustee Barnes. Roll call vote. All in favor.

Monthly Bills - Trustee Barnes made a motion to approve the monthly bills. It was seconded by Trustee Schobert. Roll call vote. All in favor.

Communications - Supervisor Buchanan said another Freedom of Information Act (FOIA) request was received from John "Skip" Kernan. The request asked for citizens names and telephone numbers that Mr. Burk keeps when he talked to the residents about road projects over the last three years. Supervisor Buchanan said the request was denied on the advice of the Township attorney based on a law that prohibits the disclosure of personal information which would constitute a clear and unwarranted invasion of personal property. The board also received a copy of a thank you letter from Sharon Hamilton, Director of Programs and Services for Older Persons.

#### Supervisor's Report

- Insurance Claims – Mr. Alexander submitted a claim for an incident where he tripped over some dirt mounded up around a manhole. It is being processed.

- Delinquent Sewer Account Report - Supervisor Buchanan provided a report, and said that after reducing the debt by over \$100,000, it is now starting to level off.
- Wolf Branch Hockey Rink - The resurfacing has been completed.
- Scout Lift Station - After an overflow during a recent big rainfall, a bigger pump has been installed and 13 sources of infiltration have been identified as a result of smoke testing. They are in the process of being repaired.
- Stookey Township Comparison to St. Clair Township - Supervisor Buchanan said that at the last meeting Mr. Kernan used Stookey Township as a comparable to determine whether the Supervisor's position should be full or part-time. Supervisor Buchanan said he provided information of wages and benefits of various municipalities at the last meeting, but that Stookey Township was the only municipality that refused to provide the information. After Mr. Kernan's comments, Supervisor Buchanan said he contacted one of the board members at Stookey, and was provided the following information:

	<b>Stookey Township</b>	<b>St. Clair Township</b>
Number of Residents	10,000	30,000
Number of Sewer Customers	3,000	9,000
Meeting Length	10-15 minutes average	90 minutes average
Supervisor's Salary	Supervisor Bone's Salary is \$37,586 for doing a third of the work St. Clair Township does. (If you multiply the Supervisor's salary by three to get a full time equivalent, his full-time salary would be \$113,000)	\$63,000
Benefits	For the Supervisor's part-time job where he does not hold regular hours in the office, Mr. Bone receives paid health care and IMRF pension	Full time hours in the office. Receives paid health care and IMRF pension.

Supervisor Buchanan said based on this information, he found that Mr. Kernan's comparison of the two townships was not accurate. They may be comparable in geographic size, but St. Clair Township's work load is approximately three times bigger compared to Stookey Township. Trustee Trentman said he did some checking, and that Swansea has police and fire department and other employees in office, and street workers that the part-time mayor and the administrator oversee. He said still stands by his statement that Township government is overlapping for the city of Swansea.

- Commodity Distribution History - At the last meeting, Skip Kernan said that 5 or 6 years ago that St. Clair Township was passing out cheese, milk and other commodities to the poor citizens of the Township. Supervisor Buchanan said he didn't remember that, so he researched it with the Brian Smith, Director of the Township Officials of Illinois. Mr. Smith said it was a federal program, and it ended a long time ago (1980's) and not 5 or 6 years ago as Mr. Kernan stated. Supervisor Buchanan said he just wanted to correct that information.
- Summary of Township's Sewer Use Agreement Offer to Swansea - In response to previous questions from Mr. Kernan and others as to why the sewer use agreement with Swansea has not yet been completed, Supervisor Buchanan provided a summary of the major points in the Township's offer to Swansea.

- The Township will pay the principle and interest on the Swansea treatment plant IEPA loan in proportion to the plant capacity needed by the Township.
- The Township will pay for the cost of the Swansea treatment plant operations and maintenance in proportion to the amount of Township wastewater treated.
- The Township will pay Swansea any other demonstrable costs incurred by Swansea related to administering this agreement.
- The Township will pay Swansea a 10% return on investment on the IEPA loan principle cost owed by the Township.

He said he met with Trustee Thacker from Swansea. He said it is slow, but movement has not stopped. He added that the Township has offered to go to binding arbitration. He said the Township is willing to do whatever it takes to get the agreement completed.

- Reviewing Hydro Services Contract - The Township, Engineers and Attorneys are still reviewing the contract that expires in December.
- Local Government Debt Recovery Program from Illinois Comptroller's Office - All the paperwork has been done so that if someone is delinquent on their sewer account and they have a refund coming from the State of Illinois, the refund can be paid to the Township for the delinquent sewer bills.
- Renner Reimbursement - Mr. Renner submitted an invoice for the backflow valve and damage to furniture for the 4/28/12 sewer backup. He said a check will be sent to Mr. Renner.
- Attorney General's Request for Information - Mr. Kernan asked the Attorney General to appeal the denial for his request for Supervisor's Buchanan personal email list on his home computer. The Township attorney has responded stating that private information such as email addresses and phones numbers is not allowed to be given out.
- County Park Grant - The grant for resurfacing the tennis court at Wolf Branch School has been approved and that work will be done next spring.
- Process for Filling Trustee Vacancy - Supervisor Buchanan said that as a result of Mr. Trentman leaving, there will be a vacancy on the Board. He reviewed the rules on how the vacancy will be filled.

#### Highway Commissioner's Report -

- Commissioner Burk said as a result of moving into winter that things are slowing down. Sweeping is being completed, and they are doing general maintenance.

#### Public Comments

Skip Kernan said that he wanted to confirm and make it clear that Rich Schobert and Dennis Tribout did not say that the Supervisor's position should be part-time. He also said that most of the Township Supervisors in Illinois are part-time. He asked why the St. Clair Township Supervisor should be full-time.

Supervisor Buchanan said he could respond to Mr. Kernan about the difference with St. Clair Township compared to most townships in Illinois in just one word "sewer." Most townships are rural and they do not have sewer operations. Most supervisors could probably work about 4 hours a week because all they do is manage general assistance. Some townships may have cemeteries or senior centers to manage. The reason that most are part-time is because there is only part-time work. The Supervisor position at St. Clair Township evolved when Rich Schobert became the supervisor as a result of the sewer operations. The Township board may be able to change the Supervisor position to part-time, but would still need to hire a full time administrator to do the work. The difference is 9,000 sewer customers, one hundred miles of sewer lines, and a waste water treatment plant.

Skip Kernan asked Road Commissioner Burk if he could receive the budgets and P&L for the road district. Road Commissioner Burk said they could provide that to him.

Skip Kernan said if he is not privy to the private names and numbers of the residents, could other board members check to see if there is a list. Supervisor Buchanan asked why he wants to see those people's phone numbers. Mr. Kernan said he doesn't want the numbers, but he wants to verify that Commissioner Burk really did talk to the residents about the road projects. Commissioner Burk said he did talk to the residents, and told Mr. Kernan he could feel free to ask people in the subdivisions where work has been done.

Greg Hipskind asked Supervisor Buchanan if his administrative responsibilities could be delegated to the sewer department employees. Supervisor Buchanan said that some of duties may be able to be delegated to others, if the sewer employees had time. He said they are very busy also.

Doris Rebenstorff asked if the sewer agreement was not settled, would Swansea begin billing the Township customers. Supervisor Buchanan said first of all, there will be a lot of legal problems that would have to be settled before that could ever happen. Also, the problem with turning it over to Swansea is that the Township sewer users would have no elected representation on the board that sets sewer rates.

Dean Wallen said the leaf burning on the roads seems to be down in Villa Madero, but some other areas seem to be heavier. He said he appreciates when Commissioner Burk responds to his calls about leaf burning because it is a constant struggle.

Joe Riley said there was a big project completed in Chanout Place. He wanted to know if there was an Engineer on this project that came up with the design on how it was going to be done. His concern is that there are some areas that are bubbling. Commissioner Burk said two areas were disrupted when pieces of equipment that were being used at houses. One of the owners of the equipment was contacted and they took care of it. Gleeson repaired the other area. The third area was solid rock when it was dug up. Commissioner Burk said that the Gleeson is responsible for two years. He said they will be there to take care of it.

John Smeerbach wanted to know where Commissioner Burk come up with three inches on the thickness on the roads. Commissioner Burk replied that it was the engineers design.

Business Items:

- A. Accept Bid for Township Rt. 15 Sewer Relocation Project - See above.
- B. Property & Casualty and Workers Comp Insurance - See above.
- C. Deferred Compensation 457(b) Plan Transfer from Nationwide to Great West - The United State Conference of Mayors oversees the employee's deferred compensation plan and they have recommended changing providers from Nationwide to Great West to reduce higher fees. Supervisor Buchanan said he notified the employees, and none of the employees objected to the change. Trustee Schobert said he would feel more comfortable if the employees provided something in writing authorizing the change.
- D. Road Budget Line Item Transfers - Commissioner Burk said that the cost of concrete will be going up \$6.00 per yard and he would like to make a line item transfer to save costs. Trustee Schobert made a motion to approve the Transfer of Appropriation. Trustee Barnes seconded the motion. Roll call vote. All in favor.

- E. Filter Building Roof Replacement at Sewer Plant - Supervisor Buchan said the roof is about 25 years old, but he is having a problem getting roofing companies to even come out and look at it. The bid from the one company that did come out is just under \$20,000. He said he would like to get three bids. Trustee Trentman suggested he contacted Knipp Roofing. Supervisor Buchanan said he would also check with Ron Stuckel to see if he knew of any.
- F. Transworld Systems Collection Service Agreement - Supervisor Buchanan reminded the board that the Township purchased 50 credits from the collection agency. He said that 30 have completed the cycle and 20 are still in process. He said these delinquencies are associated with people where the water cannot be shut off. The Township has liens on the property, but there is no other recourse. Besides the collection agency, the other option is to pay \$350 to turn it over the attorney. He feels the collection agency was effective because the Township received 15 payments out of 30. The Township collected \$2,900 or about 29%. The cost to the Township was \$450. Supervisor Buchanan would like the board to authorize more credits. He said by purchasing 100 units at \$13.25 instead of 50 units, you receive a discount. Trustee Barnes made a motion to purchase 100 units from Transworld Systems. Trustee Schobert seconded the motion. Roll call vote. All in favor.
- G. Changing When Summer Credits are Given and How They are Calculated - Supervisor Buchanan said the current practice is that the Township provides a summer credit one year after it is incurred. Supervisor Buchanan recommended providing that credit in the same year it is incurred. He said comparing the two summer months to the February billing month which includes Thanksgiving, Christmas and a time when people may be out of town, may not be the best way to do this. He felt it would be better to average the four months that are not summer months and compare that to the summer months. He feels this would be a better average. The board members were all in agreement.
- H. Tax Levy Information - Supervisor Buchanan provided an estimated budget for the board to review for 2013-2014. He went over it line by line and pointed out the changes from the previous year. There were no questions
- I. Declare Road District's Concrete Power Screed Surplus Property - Road Commissioner Burk said that Swansea would like to purchase the Township's power screed because Swansea is currently using it more than the Township. Swansea has agreed to let the Township use it, if needed. Trustee Schobert made a motion to declare the power screed surplus. Trustee Barnes seconded it. Roll call vote. All in favor.
- J. Swansea Sewer Use Negotiations - Supervisor Buchanan said he met with Dave Thacker of Swansea today. Mr. Thacker is going back to the board to sample their opinion on something.

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

The meeting was adjourned at approximately 8:47 p.m.

Respectfully submitted:



Mary Carroll  
Township Clerk