

## **Regular Meeting St. Clair Township**

DATE: September 13, 2011

TIME: 7:00 p.m.

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

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

OTHERS PRESENT: Dean Wallen  
Skip Kernan  
Sue Gruberman

### Roll Call:

The regular 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.

### Minutes of the Special Board Meeting held on August 30, 2011:

A motion was made by Trustee Schobert to approve the August 30, 2011 Special Board Meeting minutes with corrections. It was seconded by Trustee Barnes. Roll call vote. All in favor.

### Minutes of the Executive Session held on August 30, 2011:

A motion was made by Trustee Schobert to approve the August 30, 2011 Executive Session minutes. It was seconded by Trustee Barnes. Roll call vote. All in favor.

### Highway Commissioner's Report

- Commissioner Burk said he was hoping to get the East Main Street project started earlier, but that things are now starting to move.
- Another bid for overlay work in six subdivisions (Oakwood, Avery Hill, East B, Hunters Crossing, Willowbrook and Pin Street) will be going out.
- Stookey subdivision is almost finished and is under budget.
- The vacation of property in Stookey subdivision is complete, and the Township will not have to maintain the property that was vacated any more.
- Township employees, Jeff and Dean, are doing a great job in keeping up with things. They are getting more than expected accomplished and the road department is ahead of the budget.

### Treasurer's Report

Trustee Schobert made a motion to approve the Treasurer's report. Trustee Barnes seconded the motion. Roll call vote. All in favor.

### Budget Report

Supervisor Buchanan reminded the Board members that the Township is through about 50% of the fiscal year, and therefore, should be at about 50% of the spending. Trustee Barnes made a motion to approve the Budget report. Trustee Bridgman seconded the motion. Roll call vote. All in favor.

### Monthly Bills

Trustee Trentman said the new method recommended by the auditors of signing only the top approval sheet rather than each bill individually does not allow for a trustee to not approve one individual bill if it is in question. Supervisor Buchanan suggested that Trustee Trentman could indicate is non-approval of a specific bill with a note next to his signature. Trustee Bridgman made a motion to approve the monthly bills. Trustee Schobert seconded the motion. Roll call vote. All in favor.

### Communications

Supervisor Buchanan said the only communication will be addressed in the business items.

### Supervisor's Report

- Insurance Claims - No new claims.
- Delinquent Sewer Account Report – It is a little lower than in the past.
- Angela Ramirez - Angela Ramirez accepted the Utility Billing Clerk position, and she has started working.
- Thank you to Margy Pearson and Sue Gruberman - Supervisor Buchanan wanted to publicly thank Margy and Sue for the excellent work performed during the transition of the new employee.
- Vicksburg Sewer Sag Project - Supervisor Buchanan said that the amount of line was originally estimated at 140 feet, but the actual will be 441 feet. This is going to cause about ten homes to have to raise their laterals to meet the level of the Township's new main line. There were questions and discussion around this topic.
- IEPA Operating Permit - Supervisor Buchanan said due to the new requirements to test for metal and zinc, the testing cost will go up about \$1,200 per year.
- Greystone Easement - Supervisor Buchanan said the Township finally got the homeowner's association (developer) to promise to sign off on the easement. He is expecting to receive the signed easement in the next couple of days.
- Annual Sewer Adjustment - Supervisor Buchanan pointed out charges on the adjustment related to Swansea's new sewer plant construction and negotiations between the Township and Swansea related to the new sewer use agreement which should not be paid by the Township. He will ask Swansea to strike these charges.

### Public Comments

Skip Kernan asked if audio taping the entire meeting vs. executive sessions has been considered. Clerk Carroll said it was addressed at the last meeting, and she provided Mr. Kernan a summary.

Skip Kernan raised an issue regarding a personnel matter. Supervisor Buchanan said that personnel issues could not be discussed during an open session.

Dean Wallen asked if the Township has thought about saving some money to replace the vector truck at some time. Supervisor Buchanan said that this exact topic will be discussed later in the meeting.

Business Items

A. Tennis Court Restrictions - Supervisor Buchanan said that a previous meeting Trustee Schobert had observed someone giving paid tennis lessons on the Township courts and asked that this be looked into. Supervisor Buchanan called the instructor and found out that the lessons were for Township residents. Supervisor Buchanan provided copies of emails received from Debbi Thomas, Jackie Burwitz, and Christina Sanchez with their views on why the instructions should not be restricted. There was discussion around the subject. No motion was made to restrict paid instruction on the courts. It may be looked at again if it appears the courts are getting tied up with lessons and others cannot get access to the courts.

B. Summer Sewer Adjustments - Supervisor Buchanan said to be fair and consistent to all sewer users, he asked the Board to allow the adjustments to be automated and give the adjustment to all users. He said that currently, only those who call get the adjustment. Discussion occurred, but no action was taken on this issue.

C. Copier and Service Plan Purchase - Supervisor Buchanan provided a detailed spreadsheet for the Board to review and analyze the options available. After discussion, Trustee Bridgman made a motion to purchase the Lexmark copier. Trustee Barnes seconded the motion. Roll call vote. All in favor.

D. Evaluate Future Sewer Operation Needs for Budgeting Purposes - Supervisor Buchanan said he feels the sewer operations needs a master plan for long range budgeting. Some of the capital expenditures that will be forthcoming are to replace the truck and to replace sewer lines. He recommended that Dave Rodden evaluate the entire sewer operations to determine how much reserve will be needed for future use. He said that he has confidence in Rodden, he has kept the costs down on the sewer negotiations with Swansea and he is very qualified. The Board will discuss it further when Rodden's estimate for the evaluation was received.

E. Swansea Sewer Use Negotiations - Three weeks ago, the Township requested mediation with Swansea, and to date they have not responded.

F. Review Executive Session Minutes - The executive session meeting minutes have been reviewed, and at this time all will remain closed.

G. Personnel Issues - None

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

Meeting was adjourned at 8:16 p.m.

Respectfully submitted:



Mary Carroll  
Township Clerk