

## Regular Township Meeting

DATE: February 9, 2010

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  
Bob Trentman, Trustee  
Dave Barnes, Trustee  
Richard Schobert, Trustee  
Greg Bridgman, Trustee

OTHERS PRESENT: Dean Wallen  
Dave Wasson  
Sharon Hamilton

### 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 was taken. All present.

### Minutes of Regular Board Meeting on January 12, 2010:

Motion made by Trustee Barnes to approve the January 12, 2010 minutes as submitted. Second by Trustee Schobert. All in favor

### Supervisor's Monthly Treasurer's Report:

A motion was made by Trustee Schobert, and second by Trustee Trentman to accept the Supervisor's monthly treasurer report as presented. Roll call vote. All in favor.

### Monthly Bills:

Supervisor Buchanan asked if there were any questions regarding the monthly bills. There were none. Trustee Schobert made a motion to approve the monthly bills. Trustee Barnes second the motion. Roll Call vote. All in favor.

### Communications:

None

Public Comment:

None

Old Business:

Supervisor Buchanan directed the board's attention to Exhibit A - Amendment to Agreement for Sale of Property that was submitted by the Village of Swansea. He asked the Board if they believed this properly conveyed what they had agreed to at the last meeting. Everyone said no. Supervisor Buchanan then presented a schedule of payments of what he thought was agreed upon. He also provided a draft of new language. All the Board members agreed that the schedule and the draft language was accurate. Supervisor Buchanan said he would present this to the Village of Swansea for approval and signature.

New Business:

Supervisor Buchanan said there are two programs the Township supports financially, Senior Volunteer Program and the Alternative Transportation System. Supervisor Buchanan said he asked representatives for each organization to come speak to the Board about their programs so the Board would understand what their missions are.

Sharon Hamilton from Programs & Services for Older Persons (PSOP) handed out materials regarding their RSVP program. She explained this program was formed 36 years ago and currently there are 1,375 enrolled senior volunteers. She said the volunteers are all age 55 years and older. This program recruits individuals to volunteer at local agencies around the community. She said it not only benefits the agencies who use the volunteers, but also the seniors. Sharon explained it is funded by grants and other community support, such as the Township.

Dave Wasson then presented information on the Alternative Transportation System (ATS). Dave said ATS is also a division of PSOP. He said it originally started as Meals on Wheels. The purpose of this program is to provide transportation to seniors and those with disabilities within those communities who provide financial support such as St. Clair Township. The clients must arrange for the transportation in advance and there is a fee of \$4.00 per ride. Some of the destination points are various work sites for disabled riders.

Supervisor Buchanan gave an update on the sewer manhole agreement with McBride. He said the manhole problems are in Windsor Estates and Greystone. He said that the Township raised 24 manholes in Windsor Estates that were buried, at a cost of \$10,812. McBride agreed to raise the manholes in Greystone, even though they were not responsible for them. However, there were not as many that needed raised in Greystone as there were in Windsor. Therefore, McBride has

agreed to pay the difference of \$4,400. Supervisor Buchanan asked the Board to look over the agreement that has also been reviewed by the Township's legal counsel. He asked the Board for permission to sign the agreement. Supervisor Buchanan made a motion to authorize himself to sign the agreement on behalf of the Township. Trustee Barnes second the motion. Roll call vote, all yes.

Road Commissioner Burk told the Board that he would like to inform them of a federal grant he is applying for, and he would like to get their support. The grant would be used to help fund a project on East Main Street near West Boulevard. He said it would consist of concrete streets, curbs and sidewalks. He explained the bid would be completed in 2010 and the work would be done in 2011. Trustee Schobert made a motion to support Road Commissioner Burk's request to apply for the grant. Trustee Bridgeman second. Roll call vote, all yes.

Supervisor Buchanan explained the Department of Commerce and Economic Opportunity (DCEO) lighting incentive that he propose the Township take advantage of. He said the grant has already been approved, but it needs to be authorized by the Board. It would offer an opportunity to change out all the lighting in the township building. The lighting would be flexible so that you can use less bulbs in areas where you don't need as much lighting. This program will not cost the Township anything, but yet it will lower the cost of the energy bill. Trustee Schobert made a motion to approve the DCEO incentive and it was second by Dave Barnes. Roll call vote, all yes.

Supervisor Buchanan asked the Board to look at the proposed Service Agreement Amendment from Hydro Services, Inc. included in their packet of information. Hydro currently provide the service to run the sewer plant. He explained the base fee of \$6,550 per month was not being raised, but the firm is proposing to increase the overtime fee from \$45 to \$50 per hours. Supervisor Buchanan said he did an analysis of the overtime for the years 2008 and 2009 and figured this would be about a 1.2% increase. The other item that Supervisor Buchanan pointed out was the long length of the contract, three years. There was discussion regarding the contract. Supervisor Buchanan said he would work on some language changes and resubmit the amendment for approval.

Supervisor Buchanan reported there were two sewer backups recently, one on Antiquity Lane and one on Windrift Drive. He provided the call out reports for the Board to review. He explained that the resident with the back-up on Windrift is the only home with a basement on that street. It has a valve installed to prevent backups. He pointed out that it was the resident's own water backing up, but they were unaware it was flooding. He reiterated that as long as the lines have been properly

maintained, the Township is not liable. Both claims have been submitted to the insurance company for review. He also mentioned there were ten homes in the Township with these special valves. As a courtesy, he said he would send a letter to remind these residents they have a special backflow prevention system installed, and to remind them they may need to purchase an alert system in case they are flooding their own homes. He showed the Board a copy of the Township sewer bills where the customers are reminded to make sure their homeowner's insurance covers sewer backups. The last item in relation to this was a one page sheet from "Claims One" that had information that can be left with any residents who have a sewer backup, and a copied page from the yellow pages with information about companies who provide clean up for this type of problem.

The board members received a copy of the proposed sewer service contract with Swansea and also a copy of the old contract. The contract still stated that St. Clair Township's portion of the usage is 34%. The board agreed this was inaccurate. Supervisor Buchanan recommended we do flow measurements to get an accurate usage amount. The money spent to monitor the usage could be recouped in two years if it reduces the usage by 1%. If it is more than 1%, the savings could be even more. Trustee Barnes made a motion to proceed with the flow measurements as soon as possible and Trustee Bridgman second. Roll call vote, all yes.

Supervisor Buchanan went over some of the other key issues in the contract, and said he would do a comparison of the old contract versus the new contract.

#### Supervisor's Report

1. The daily sewer logs were given to all board members for review. 2. Supervisor Buchanan passed out updated Trustee Operating Manuals to all the trustees on the board. 3. He reported that the resident who had a delinquent tap in paid the fee and is now being charged for two accounts. 4. Supervisor Buchanan explained that the Township attorney's fees were reduced for the delinquent sewer fee work. 5. Governor signed the bill to cut off water for delinquent sewer accounts. Supervisor Buchanan said he would look into the different aspects of this to determine if it will be something the Township can utilize. 6. A new cleaning company has been hired. The company costs \$600 less a year and no contract is needed. If their service is not adequate, the Township can cancel at any time.

#### Highway Commissioner' Report

Commissioner Burk again discussed the grant for the East Main project. He said the Township could get up to \$100,000. He said there was nearly 100% participation from the residents who would be affected. 17 people were for it and one person did not.

Assessor's Report

Assessor Robert Knee gave the Board a summary of his job responsibilities. He said the main function of the job is to verify for St. Clair County all of the mobile homes in the Township. He said currently there are 1,268 mobile homes in the Township. The data he needs to collect is: 1. the owner; 2. the address; 3. the year and make; and 4. square footage. Assessor Knee said that he has built up a good rapport with the owners of Symonds, McDonalds and East Meadowbrook so he is able to get information for approximately 900 through the park owners. The rest have to be reviewed by visiting the mobile homes.

Engineer's Report

None.

Delinquent Sewer Accounts Report

Delinquent Sewer Accounts were presented.

Trustee Barnes made a motion to adjourn the meeting. It was seconded by Trustee Schobert. Roll call vote. All in favor. The meeting was adjourned at 9:07 p.m.

Respectfully submitted:

Mary Carroll  
Township Clerk