

Regular Township Meeting

DATE: December 8, 2009

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
Greg Bridgman, Trustee
Bob Trentman, Trustee
Dave Barnes, Trustee
Richard Schobert, Trustee
Robert Knee, Assessor

STAFF PRESENT: None

OTHERS PRESENT: Dean Wallen
Tim Pruett, Rhutasel & Associates
Larry Rhutasel, Rhutasel & Associates
Ron Foppe
John Kriesler
Leo Stephan

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 November 10, 2009:

Motion made by Trustee Bridgman to approve the November 10th minutes as submitted. Second by Supervisor Buchanan. All in favor.

Supervisor's Monthly Treasurer's Report:

Supervisor Buchanan asked for questions. Trustee Trentman asked what the attorney's fees were under the Sewer Account. Supervisor Buchanan said they were paid to Attorney Stiehl, the Township Attorney. With no other questions, a motion was made by Trustee Schobert, and second by Trustee Barnes 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 Bridgman second the motion. Roll Call vote. All in favor.

Additional Bills:

There were none.

Communications:

There were none.

Public Comment:

There was no public comment.

Old Business:

The Board was presented with a letter from the Village of Swansea dated November 24, 2009 as a result of Supervisor Buchanan's review of the annual sewer assessment with representatives from Swansea. There were four items Mr. Buchanan had questioned whether or not they were the Township's responsibility. It was determined the Legal expenses to the Township will remain at \$4,937 and the Bad Debt Write off will remain at \$5,477. However, the fee for JULIE was reduced from \$2,463 to 0; and the Sewer Construction costs were reduced from \$50,452 to \$15,830. Therefore, instead of the Township owing a total of \$4,986.12 it is now due a refund from Swansea in the amount of \$8,278.62, excluding the assessment for the new sewer plant construction. A motion was made by Trustee Barnes to settle the sewer assessment by allowing them to pay us the \$8,278.26 now. Trustee Schobert second the motion. Roll call vote. All in favor.

New Business:

At the last meeting it was decided to table the decision which option would be used for the wastewater treatment facility effluent disinfection until the Board could get input from Rhutasel and Associates. The options are: 1) the use of chlorine for disinfection, and 2) the use of ultraviolet disinfection. Larry Rhutasel was present at this meeting and he said their recommendation would be the ultraviolet disinfection. Although the initial construction would be more expensive, the long term operational costs would make up for it. In addition, he said they were working with limited space and it would be cumbersome to fit the chlorine tanks in that space. Trustee Schobert made a motion to approve the ultraviolet operation for the new facility and second by Trustee Trentman. Roll call vote. All in favor.

The next agenda item was the review and approval of the professional services agreement with Rhutasel and Associates. Supervisor Buchanan said he noticed the bulk of the cost was for the UV unit. He wondered if it was just one complete unit that had to be installed or did it have to be assembled? Larry Rhutasel said that part of the cost is for the unit and part for the concrete that has to be designed by the firm to fit the unit.

Supervisor Buchanan asked Mr. Rhutasel if he was willing to drop the cost of Item B in the agreement (prepare preliminary evaluation of disinfection alternatives) from 8.8% to 8%. He also asked that he lower the cost of Item C (prepare plans and specifications for proposed improvements) to 5%. Mr. Rhutasel said he was not willing to work with the Township on these expenses and declined to drop the cost. With that said, a motion was made by Trustee Trentman to approve the engineering service agreement with Rhutasel and Associates and second by Trustee Schobert. Roll call vote. All in favor.

Mr. Rhutasel asked if the Township was going to pursue a loan with the EPA for these services. Supervisor Buchanan said no decision has been made on that yet.

The next agenda item was to review the insurance proposals. Supervisor Buchanan provided the Board members with a spreadsheet he prepared with detailed comparisons of the services, costs and providers. Supervisor Buchanan said he asked the two lowest bidders to attend the meeting this evening to give a presentation and be available for questions from the Board. The first presenter was Mr. Foppe who was representing two companies, Township Officials Risk Management Association (TORMA) for all coverage except the sewer plant and also Erie for coverage on the sewer plant only. Mr. Foppe went over the coverage his companies would offer and answered the questions that were presented.

The second presentation was given by Mr. John Kreisler along with Mr. Leo Stephan. They were representing Illinois Counties Risk Management Trust (ICRMT). After their presentation and question and answer period, Mr. Foppe was asked to come back in for a few more questions. Both parties were asked to leave the room so the Board could discuss the options and take a vote.

Supervisor Buchanan asked the Board to keep in mind that during the review it was discovered the coverage on the snow plows and other equipment was not enough, so no matter who won the bid, a few changes would need to be made. Dialogue followed, with the deciding factors being: 1) The Township would be locked in for three years with TORMA as opposed to one year contract with ICRMT; 2) Using two companies

with TORMA and only one with ICRMT; 3) Mine subsidence coverage differences; and 4) the elected official's liability coverage differences.

A motion was made by Trustee Barnes to have ICRMT provide insurance coverage to the Township. Trustee Trentman second the motion. Roll call vote. All in favor.

Mr. Buchanan thanked both companies for the many hours they put in and their assistance with the review process. He told them the vote was unanimous for ICRMT. Mr. Kreisler told him he would get the policy ready and they could discuss the changes that would be needed. The effective date of the policy would be 12/15/09.

The Board members were presented with a copy of a Lease Agreement dated May 9, 2006 between St. Clair Township and St. Clair Road District. In the Lease Agreement it states that to offset free use of the building by the Road District, it pays as rent: 1) the garbage/trash bills, 2) the utility bills; and 3) repair and upkeep of the building. Based on the agreement, the Road District is paying approximately \$19,349 per year for rent. The Lease Agreement is for a term of 25 years. Supervisor Buchanan said the Township building is owned by the Township; however, the Road District uses 71% of the building. Supervisor Buchanan did some research to find out what it would cost at present rental rates and found the cost would be approximately \$83,000 per year. Supervisor Buchanan asked Road Commissioner Burk if he would be willing to consider revising the agreement. Commissioner Burk said he would.

The proposed tax levy estimate for the Township was presented. Supervisor Buchanan explained to the board that sewer fees are being used to support some non-sewer related activities like paying for personnel to maintain the parks. He stated that sewer fees should only be used to support sewer related activities and that all other township activities are supported by general tax revenue.

Since the non-sewer related activities should be supported with general tax revenues rather than sewer fees, correcting the problem will require raising the township tax levy by 21%. This will allow the expenses charged to the sewer fund to be reduced by the same dollar amount raised in the tax levy.

There was a lengthy discussion and questions raised. In the end, Supervisor Buchanan was confident the money was not being used correctly, even though there was an argument that this was the way it had always been done. He stated again that you can't use sewer funds for anything but sewer operations. He apologized for the short time the Board had to review this information, but because of time constraints the

levy had to be approved one way or another. He suggested approving his tentative levy which the trustees could study further prior to the truth in taxation hearing on December 28th. The board members could choose to reduce the tentative tax levy after the truth in taxation hearing. With that in mind, Supervisor Buchanan made a motion the Township levy for \$307,250 and post the appropriate meeting notice in the newspaper. The motion died for a lack of second.

Trustee Schobert made a motion that the Township levy \$264,000 for the Township Fund for the year 2009 and collected 2010. Trustee Barnes second the motion. Roll call vote was taken. All in favor.

Road Commissioner Burk said that based on the decision regarding the General Town Fund levy, that the Road District levy will be the same as last year, \$465,000. Trustee Schobert made a motion to approve the Road District levy for \$465,000. Trustee Bridgman second the motion. Roll call vote. All in favor.

Supervisor's Report

Supervisor Buchanan provided the sewer department reports for review.

Highway Commissioner' Report

Commissioner Burk had no comments.

Engineer's Report

No Engineer's report.

Delinquent Sewer Accounts Report

Delinquent Sewer Accounts were presented.

Trustee Schobert made a motion to adjourn the meeting. It was seconded by Supervisor Buchanan. All in favor. The meeting was adjourned at 9:40 p.m.

Respectfully submitted:

Mary Carroll
Township Clerk