

Regular Meeting St. Clair Township

DATE: June 16, 2015
TIME: 7:00 p.m.
LOCATION: St. Clair Township Bldg.
107 Service Street
Swansea, IL

CALL TO ORDER

The regular meeting of St. Clair Township Board of Trustees was called to order at 7:00 p.m. by Supervisor Barnes with the Pledge of Allegiance.

ROLL CALL

Present: Supervisor Barnes
Trustees Mary Carroll, Jaynie Wells, Keith Sturgis, Greg Hipkind
Absent: none

Officials Present: Clerk Brenda Reed

Others Present: Attorney Terry Bruckert
Doris Carthy Harry Carthy
Cletis L. Cox Lexi Cortes
Dean Wallen Reggie Dunn
Amparo Dunn Odell Winslow
Homer E. Winslow Thomas Reichert
John Hipkind Brad McA
Dianne Carrol Don Ring
Sue Gurberman Wayne A Sturgeon
Kathleen J Reichert Leah K Reichert

APPROVE MINUTES

- Regular Board Meeting Minutes May 26, 2015 - Clerk Reed stated a sentence needed to be added after the list of fund balances under Treasurer's Report to explain the differences in the ending and beginning balances in the General Town Fund and the Sanitary Sewer Fund. The sentence should read, "The beginning balance of the General Town Fund is \$12.33 more than and the beginning balance of the Sanitary Sewer Fund is \$12.33 less than the previous month's stated balances because of an error in payroll

calculations.” Trustee Carroll made a motion to approve the May 26, 2015 Regular Board Meeting Minutes. Trustee Sturgis seconded the motion. Roll call vote. All in favor.

- Release of Executive Session Minutes – The board reviewed the Executive Session Minutes recommended for release as stated in Resolution 2015-1 - Resolution Regarding the Release of Executive Session Minutes. Trustee Barnes made a motion to release Executive Session Minutes as stated in Resolution 2015-1. Trustee Hipskind seconded the motion. Roll call vote. All in favor.

TREASURER’S REPORT

Supervisor Barnes read the beginning and ending balances of each fund for the month of May.

	<u>May 1, 2015</u>	<u>May 31, 2015</u>
General Town Fund	\$ 408,555.45	\$ 392,480.06
General Assistance Fund	\$ 55,133.91	\$ 54,136.79
Park Maintenance Fund	\$ 160,124.65	\$ 156,620.36
Road & Bridge Fund	\$ 422,743.18	\$ 414,742.13
Permanent Road Fund	\$ 538,656.63	\$ 484,292.38
Sanitary Sewer Fund	\$ 4,829,043.11	\$ 4,908,987.67

Trustee Hipskind made a motion to accept the Treasurer’s Report as read. Trustee Sturgis seconded the motion. Roll call vote. All in favor.

BUDGET REPORT

- April Budget Report – Trustee Carroll made a motion to approve the April Budget Report as presented. Trustee Sturgis seconded the motion. Roll call vote. All in favor.
- May Budget Report – Trustee Carroll made a motion to approve the May Budget Report as presented. Trustee Hipskind seconded the motion. Roll call vote. All in favor.

COMMUNICATIONS

- Brian Buckheit, HMG Engineers Inc. explained how the transport fee was figured. The transport fee is a charge seen on sewer bills of township residents whose waste water is being treated by Swansea. The sewer lines of those customers are owned and maintained by St Clair Township. The fee is for operations and maintenance of the sewer lines that transport the waste water from the residents’ homes to the Swansea sewer plant. He explained expenses for operations and maintenance of the sewer lines for the previous year were totaled, divided by the number of customers in the township,

and then divided by twelve to figure the monthly transport fee. No expenses specific to the township's waste water plant were included in the equation. The fee is to be recalculated annually.

- Brian Buckheit, HMG Engineers Inc., also gave an overview of what would be necessary to re-establish sewer service to Township residents now serviced by the Swansea waste water treatment plant. The first step would be to determine if the township's waste water treatment plant (WWTP) and individual processes have excess capacity and how many people that could accommodate. The cost for a capacity evaluation would not exceed \$4,700. Recommendations for increasing capacity will also be included. If the WWTP is big enough, step two is to look at rerouting the wastewater flow from users who are now routed to the Swansea treatment plant. A wastewater collection and transport capacity evaluation would evaluate the collection system, including gravity sewer mains and lift stations/forcemains, to transport increased flows from adding more customers. Proposed fees for step two would not exceed \$10,000.
- Mr. Buckheit stated the waste water treatment plant's National Pollution Discharge Elimination System permit is due for renewal next year. Further evaluation of the WWTP will likely be required.

ROAD COMMISSIONER'S REPORT

Trustee Hipskind read Road Commissioner Kernan's report. Bids for work on Shady Lane and Whiteside Drive will be open June 30. The new street sweeper should be here by the end of June. Concrete and patch work was done this month. Grass cutting will be done at the end of month. The vast majority of Road Commissioners throughout St Clair County and the state do not abate their road tax.

SUPERVISOR'S REPORT

Sewer billing past due amounts are not moving in a positive direction for the township. Sixty-six shut-off notices were sent with the current billing. The township is being as aggressive as it can with collection efforts.

PARK BOARD REPORT

Park Board President Dean Wallen reported wet weather has slowed completion of covering the walking path at Centennial Park with woodchips. Parking expansion and a remedy for a drainage issue are the next two projects the park board would like to see completed at Centennial Park. Heartland Conservancy composed a plan for the township's parks. The plan suggested creating a group called "Friends of Centennial Park" to attract volunteers. The suggested plan also includes invasive species management, trimming undesirable trees, creek

clean-up, nature based education, general park clean-up, science based activities, and dredging the pond.

PUBLIC COMMENTS

Leah Reichert asked for clarification about the transport fee. Supervisor Barnes explained the fee is for all expenses involved with the operations and maintenance of the sewer lines owned by the township including administrative and employee expenses.

BUSINESS ITEMS

- Capacity study of the WWTP – A statement was made as to whether the excess capacity of the WWTP could be figured with information the township knows with regard to daily intake and capacity data. A statement was made as to whether it would be prudent to have a legal evaluation of reclaiming sewer customers completed prior to a capacity study. A statement was made that renegotiating the sewer agreement with Swansea should be the priority. The issue of a capacity study on the WWTP died for a lack of motion.
- OMA and FOIA Officers – Trustee Wells made a motion to appoint Supervisor Barnes and Clerk Reed as the township’s OMA and FOIA officers with an option of one more, who could be an employee. Trustee Sturgis seconded the motion. Roll call vote. All in favor.
- Tennis court and hockey rink repairs
 1. Whiteside tennis courts - Trustee Wells made a motion to approve Proposal 1 from All Weather Courts, in the amount of \$1,650 (no warranty), for crack repair at Whiteside tennis courts. Trustee Sturgis seconded the motion. Roll call vote. All in favor.
 2. Loop Creek tennis courts – Trustee Carroll made a motion to approve the proposal from All Weather Courts, in the amount of \$1,500, for crack repair at Loop Creek tennis courts. Trustee Sturgis seconded the motion. Roll call vote. All in favor.
 3. Wolf Branch tennis courts – Trustee Carroll made a motion to approve the proposal from All Weather Courts, in the amount of \$1,850, for crack repair at Wolf Branch tennis courts. Trustee Hipskind seconded the motion. Roll call vote all in favor.
 4. Wolf Branch roller hockey rink – Trustee Carroll made a motion to approve Proposal 1 from All Weather Courts, in the amount of \$1,850, for crack repair at Wolf Branch hockey rink. Trustee Sturgis seconded the motion.
- Township Prevailing Wage Ordinance 2015-2 – Trustee Wells made a motion to adopt Ordinance 2015-2. Trustee Hipskind seconded the motion. Roll call vote. All in favor.

- Road District Prevailing Wage Ordinance 2015-R2 – Trustee Wells made a motion to adopt Ordinance 2015-R2. Trustee Hipskind seconded the motion. Roll call vote. All in favor.
- Permanent Restroom at Loop Creek Park – Discussion about adding a permanent restroom at Loop Creek Park focused on the cost. TWM projected estimated costs of a precast restroom facility to be \$88,000. An informal survey by Supervisor Barnes of residents in the neighborhood that use the park, found they were satisfied with the available porta potty facility. The issue died for a lack of motion.

EXECUTIVE SESSION

There was no business to discuss in Executive Session.

ADJOURNMENT

At 8:18 p.m. Trustee Trustee Hipskind made a motion to adjourn the meeting. Trustee Sturgis seconded the motion. Voice vote. All in favor.

Respectfully submitted:

Brenda Reed
St. Clair Township Clerk

Approved: July 28, 2015