

CRAINVILLE VILLAGE BOARD
Board Meeting
Tuesday November 14, 2018

Crainville Village Board met in a regular session on Tuesday November 14, 2018 at 6:30 p.m.
Roll call as follows:

Mike Harbin	Yea	Sam Jones	Yea
Julie Aue	Yea	John Oetjen	Yea
Mark Dollins	Yea	Jim Rains	Yea
Ron Mitchell	Yea	Tena Steinacher	Yea
Brad Olson	Yea	Jaci Chapman	Yea

A quorum was present:

Minutes:

Minutes from the October 9, 2018 regular Board Meeting were presented. There were no corrections.

Motion 1: Oetjen made the motion and Aue seconded the motion to approve the October 9, 2018 Village Board Meeting Minutes as presented. All present voted yea and the President declared the motion carried.

Treasurer's Report:

The Treasurer's Report was presented by Tena Steinacher.

Motion 2: Jones made the motion and Harbin seconded the motion to bring down \$80,000 from the Illinois Fund into the Village's General Fund. All present voted yea and the President declared the motion carried.

Bills:

November bills were presented. The following bills were added: IMCO (Water Fund) \$42.10, UMB 2014 Bond payment \$50,237.50 out of the General Fund and \$50,237.50 out of the Water Fund.

Motion 3: Harbin made the motion and Aue seconded the motion to pay the amended November bills. All present voted yea and the President declared the motion carried.

Visitor Participation

Bob Maurizio explained to the Board that the sewer pit that was located in the front of his house collapsed last year. The sewer was fixed but the debris from fixing the sewer has not been totally

cleaned up. He would like for the Village to finish picking up the debris from fixing the sewer pit. Farrar said that the debris will be picked up.

John Crawford Report:

East Grand Improvements

IDOT has approved the engineering plans for the East Grand Improvement Project. Crawford presented a \$20,000 design engineering bill for the East Grand Improvement Project. Money for the design engineering fees will be paid out of Motor Fuel Funds.

Motion 4: Rains made the motion and Harbin seconded the motion to pay John Crawford and Associates \$20,000 for design engineering fees for the East Grand Improvement Project, money to come out of the Motor Fuel Funds. All present voted yea and the President declared the motion carried.

Department Heads

Water Report: (Pam Borders)

1. There are 756 water customers
2. 570 garbage customers.
3. 2 Building Permits
4. 5 new customers
5. 3 disconnects
6. Room Rental 7 days for a total of \$340.00

Office Staff in the Water Office are at a United System's Conference in Paducah Kentucky.

Street/Water-Sewer Report (Ryan Farrar)

Ryan Farrar reported

1. The inspection of the water tower is has now been completed. The sediment in the tank was vacuumed out. The company that did the inspection discovered that an elbow at the top of the tank had broken off into the tank. The elbow was retrieved and Farrar is going to have this fixed.
2. The new dump truck will be in on Friday.
3. A sink hole developed on Barnett. It took 7.5 yard of fill to close up the sink hole, and a water meter located in this area had to be replaced.

Report (Sean Dobbins reporting for Chief Rogers)

Dobbins told the Board that the Taurus is still having electrical issues and is at the shop.

Old Business

Banterra Bank

At the September Board Meeting representatives from Banterra Bank made a presentation to the Board asking the Board to consider switching the Village of Crainville's accounts that are currently in The Bank of Herrin to Banterra Bank. Banterra Bank is willing to give the Village 1.5% interest on the Village's checking accounts if the Village switches to Banterra Bank. The Board asked Mitchell to contact The Bank of Herrin to see if they would be willing to give the Village 1.5% interest on the accounts that are with The Bank of Herrin. Mitchell contacted The Bank of Herrin and they are not willing to increase the interest on the Village accounts. The Board tabled voting on the proposal from Banterra Bank.

December 3 Bicentennial

December 3 is Illinois Bicentennial. Mitchell would like for the Village to celebrate this milestone. He assigned Aue to come up with a celebration to mark this anniversary.

New Business

Water Penalty Appeals

John D'Anna was late paying his bill, and would like the Village to waive his late fee. He explained that the reason he was late paying his bill was because he did not receive his bill until after the due date. He contacted the post office to ask why he did not receive his bill in a timely manner and the Post Office told him that mail from Carterville Post Office goes to St Louis where it is sorted and shipped out for delivery. The Post Office explained that there was a mix up in the mail processing in St Louis and that was the reason for the delay in delivery. Mr. D'Anna would like the \$9.08 late fee on his water bill waived. The Board did not waive his late fee. Mr. D'Anna has been a Village of Crainville Resident for over ten years, and he should be aware that his water bill is due by the 15th of each month; failure to receive the bill does not eliminate the obligation of paying your Water Bill on time.

Motion 5: Harbin made the motion and Oetjen seconded the motion to deny John D'Anna's request that the Village waive his late fee for paying his Water Bill late. All present voted yea and the President declared the motion carried.

Audit

The 2017/2018 Village of Crainville Audit has been completed by Beussink, Hey, Roe & Stroder L.L.C. and a copy of the audit was given to all Board Members prior to the November Meeting. Mr. Jeff Stroder was present to go over the audit with the Board. Mr. Stroder explained a couple of concerns that the audit identified. Mr. Stroder explained that ideally there needs to be a separation of duties in the Water Office. The same person should not be accepting money, recording the money, and depositing the money. Mr. Stroder, however, explained that since the office staff is comprised of only two full time staff members this separation of duties is not possible. Mr. Stroder also recommended that the Village have all files and billing programs be

saved in an outside area either on the cloud or other secure program to avoid losing Village records and billing programs. Mitchell told the Board that he has contacted S.I.N.C., the company that provides technology support for the Village. S.I.N.C. will save all of the Village materials on the cloud for a fee of \$400.00 and will maintain this service for \$40.00 a month. Mitchell will look at other companies that offer this service and report back to the Board at the December Meeting.

Motion 6: Jones made the motion and Aue seconded the motion to accept the 2017/2018 Village of Crainville audit prepared by Beussink, Hey, Roe & Stroder. All present voted yea and the President declared the motion carried.

Customer Appreciation

December 5 will be the Village's annual customer appreciation day. The Village will have drinks and snacks for all Village of Crainville Residents.

Motion 7: Oetjen made the motion and Rains seconded the motion to allocate up to \$300.00 to cover expenses for Customer Appreciation Day. All present voted yea and the President declared the motion carried.

Risk Management Association

Motion 8: Rains made the motion and Harbin seconded the motion to renew the Village's 2018/2019 membership in the Illinois Municipal League Risk Management Association for \$250.00. All present voted yea and the President declared the motion carried.

Back-up System

The 2017/2018 audit strongly recommends that the Village have all computers and records back up in case of computer hacking or viruses. Mitchell has contacted S.I.N.C., the company that provides technology support for the Village. S.I.N.C. will save all of the Village materials to the cloud for a fee of \$400.00 and will maintain this service for \$40.00 a month. Mitchell will look at other companies that offer this service and report back to the Board at the December Meeting.

SIMPO

Motion 9: Oetjen made the motion and Dollins seconded the motion to renew the Village's membership in SIMPO for \$125.00 for 2018/2019. All present voted yea and the President declared the motion carried.

Greater Egypt

Motion 10: Harbin made the motion and Rains seconded the motion to renew the Village's membership in Greater Egypt for 2018/2019 for \$125.00. All present voted yea and the President declared the motion carried.

Chamber Dinner February 8th 2019

The annual Carterville Chamber of Commerce Dinner will be on February 8th 2019. The Chamber has not provided the Village with the cost of a table for the event. In the past, the Village has purchased two tables for \$720.00. The Board tentatively approved the purchase of two tables pending on whether the price per table drastically increases.

Christmas in Carterville

Motion 11: Jones made the motion and Aue seconded the motion to contribute \$200.00 to Christmas in Carterville that will be held on December 7, 2018 in downtown Carterville. All present voted yea and the President declared the motion carried.

Donna Drive

Parts of Donna Drive are in need of repair. The area that is of most concern is from A AA Storage to the West intersection of Landing Drive and Donna. This area of the road is disintegrating and needs immediate attention. IDOT has offered the Village \$5,000 to go toward repairs for the road. The cost for repair will exceed the \$5,000 that IDOT is offering.

Motion 12: Jones made the motion and Harbin seconded the motion to accept IDOT's offer of \$5,000 to help with repair of Donna Drive. All present voted yea and the President declared the motion carried.

Executive Session

Motion 13: Harbin made the motion and Rains seconded the motion to go into Executive Session at 8:10 pm to discuss personnel issues. All present voted yea and the President declared the motion carried.

Miscellaneous

Chris Kelly

Chris Kelly has been working as a part-time Police Officer for the Village. The IMRF retirement system that Village pays into requires that all employees that work more than 1000 hours a year belong to the IMRF. Kelly has almost worked his 1000 hours for this fiscal year. The Village will no longer be able to use Kelly for part-time police work unless he joins the IMRF retirement system. Kelly is willing to participate in the IMRF, and the Board decided to add him to Village's IMRF retirement system.

Motion 14: Rains made the motion and Harbin seconded the motion to add Chris Kelly to the IMRF program. All present voted yea and the President declared the motion carried.

Adjournment

Motion 8: Jones made the motion and Aue seconded the motion to adjourn the meeting at 8:15 pm. All present voted yea and the President declared the motion carried.

Respectfully Submitted
Jacquelyn Chapman, Village Clerk