



Village Board Meeting Minutes

DATE: Tuesday, **October 4, 2016**
LOCATION: Sherman Village Hall, 401 St. John Drive, Sherman, Illinois 62684
TIME: 6:00 p.m.
TYPE: Regular Meeting of the Sherman Village Board of Trustees

VILLAGE BOARD IN ATTENDANCE

Bret Hahn, Trustee; Brian Long, Trustee; Kevin Schultz, Trustee; Krista Sherrock, Trustee; Jay Timm, Trustee; Nancy Zibutis, Trustee and Trevor J. Clatfelter, President.

OFFICIALS IN ATTENDANCE

John Swinford, Administrator & Acting Village Clerk; Mike Moos, Deputy Village Administrator & EMA Director; Jeff Jurgens, Legal Counsel; Craig Bangert, Chief of Police; Chris Fulscher, Deputy Police Chief; Bruce Beal, Public Works and Jeremy Stuenkel, Treasurer.

PUBLIC IN ATTENDANCE

Byron Painter, Ryan Keith, Sandy Walden, Dennis Shackelford, Larry Stone, Keith Bull, David Stake and Chad Lucas.

OPENING

1. Roll Call – Mr. Moos did a roll-call of Village Board members and indicated all members present so there was a quorum.
2. Pledge of Allegiance – was led by Deputy Police Chief Chris Fulscher.
3. Set Agenda – President Clatfelter asked if there are items to add to the agenda. Trustee Long indicated he had a public works item he wished to discuss. No other items brought forward so the President asked for a motion to set the agenda. Motion was made by Trustee Zibutis, seconded by Trustee Timm, voice vote with “ayes” having it, motion passed.

CLERK’S REPORT

1. Presentation of September 20, 2016 Regular Meeting Minutes and Approval – motion to approve the September 20, 2016 Regular Board Meeting Minutes as presented by Trustee Schultz, seconded by Trustee Hahn. Trustee Zibutis abstained from the voting since she was not present at that meeting. All other trustees voted “yes”, motion passed.
2. Presentation of Bills for Approval – President Clatfelter asked Treasurer Stuenkel if there were any unusual bills or bills that should be brought to the Boards attention. Treasurer Stuenkel indicated there were no unusual bills or items that may be of interest. Trustee Sherrock made a motion to Approve the Payment of Bills, seconded by Trustee Long, all voted in favor, motion passed.

TREASURER’S REPORT

Treasurer Stuenkel presented the Treasurer’s Report reviewing each of the Village funds and balances. Motion by Trustee Zibutis to approved the Treasurers Report, seconded by Trustee Schultz, all voted in favor, motion passed.

ENGINEERING REPORT

Engineers were not present so President Clatfelter provided a summary report of village projects as provided to him from Village Engineer Kuhn. In regards, to the Capital Improvement Program, 75% of the streets have been finished and the project is moving on in a good fashion, looks like they will beat the October 15th completion date. The sanitary district has agreed to allow the connections (at the new park) to proceed, upon receipt of the “as-builts” and when the pressure test is successful. Home building is going strong. Trustee Timm asked if there were any updates on the electrical at the park. Administrator Swinford stated that they contacted him to get Ottobaum and Menard Electric talking about that leg of the project. The repairs will be paid by Ottobaum. He further stated that he just got a message that the sewer did pass the leak test and the “as-builts” have been provided to the sewer district. Trustee Zibutis asked if the panels for the amphitheater is a stumbling block? President Clatfelter said yes but it is a matter of ordering them and the clips. Administrator Swinford stated it was estimated to take 4-5 weeks before they are here. President Clatfelter stated that can be done later on when the rest of the project is completed as it won’t delay the other work.

LEGAL REPORT

Village Attorney Jurgens indicated nothing new to report.

ZONING OFFICER REPORT

President Clatfelter asked the Zoning Officer, Trustee Zibutis to read into the record, Item #1 of the Zoning Officer Report. He further stated the Zoning Board report will be addressed as an action item later in the meeting. At this point Trustee Zibutis read #1. Public Hearing of the Zoning Board on Monday, October 3, 2016 at 6:00 p.m., at Sherman Village Hall, to hear petition submitted by Trevor J. & Michelle K. Clatfelter, for a setback variance of 10 feet for an irregular shaped lot on Hawthorne Chase, identified as Parcel ID No. 06-36.0-350.001, Lot 85, in Steeplechase Forth Addition in Sherman. (See #4 of the Presidents Report for action taken)

Trustee Zibutis indicated a meeting of the Zoning Board of Appeals was held on Monday, October 3rd to address the petition made to the Village. During the zoning officer report the Chairman, Keith Bull was asked to provide his report. Mr. Bull indicated the meeting was held in accordance with procedures. No testimony, other than the petitioner, was provided. It was the recommendation of the Zoning Board of Appeals to approve the variance as presented. Mr. Bull asked if there were any questions. Hearing none, President Clatfelter provided a summary, to ensure full transparency and disclosure (referring to architectural drawings) of his proposal and why the petition was made. He indicated that he had presented his proposal to the neighbors and there were no objections from them.

VILLAGE ADMINISTRATOR / ECONOMIC DEVELOPMENT COORDINATOR REPORT

Administrator Swinford indicated nothing new to report.

PRESIDENT'S REPORT

1. Capital Improvement Plan Financing Proposal (WSBT) – President Clatfelter asked Chad Lucas of Sikich to provide a briefing on an issue that has arisen in regards to the bonding RFP and bids received. President Clatfelter and Trustee Schultz discussed what WSBT had presented in an amortization schedule and came to the conclusion that the proposal would potentially not be acceptable to the Board. He asked WSBT to revisit the proposal and using a level schedule. Sikich was then used to evaluate the proposal to ascertain if they remained as the low bidder. Mr. Lucas indicated they recalculated the proposal that was changed. The final outcome was WSBT remained the lowest bid. President Clatfelter wanted to make sure the Board was ok to still move forward with WSBT. Trustee Schultz discussed the processes used by WSBT vs the others and while slightly different were not that different. They are still the lowest and we should continue and move on. President Clatfelter then summarized that unless someone says otherwise it will remain the will of the Board to continue with WSBT. Motion to accept the bid from WSBT made by Trustee Hahn, seconded by Trustee Zibutis. Discussion by Trustee Schultz that he did not have to abstain in the vote did he? Attorney Jurgens questioned Trustee Schultz's association with the bid and upon find no correlation the voting continued with all trustees voting in favor, motion passed.
2. Collective Bargaining Agreement with the Public Works – Teamsters Local 916. President Clatfelter indicated this was an action item as a result of work done by Trustees Zibutis, Long and Attorney Jurgens. President has no knowledge of what was negotiated and turned the summary over to Attorney Jurgens to provide the briefing. Attorney Jurgens indicated there were meetings with Local 916, there were discussions on items of give and take. There were only three items changed. They were:
 - a. Salaries increases were negotiated down to 3%.
 - b. 10% of the health insurance will be paid by the employees (90% village).
 - c. We are providing an additional holiday for those employees which will be the Friday after Thanksgiving.No questions from the Board to Attorney Jurgens. Trustee Zibutis made a Motion to Approve, seconded by Trustee Long. Trustee Zibutis asked if the pay will be retroactive? President Clatfelter indicated yes to May 1. All trustees voted in favor, motion passed.
3. An Ordinance Establishing Salaries for Certain Village Employees for Fiscal Year 2017 – President Clatfelter indicated because this has not been discussed by the Board this should be reviewed in Executive Session.
4. Action on the recommendation of the Chairman of the Zoning Board of Appeals following a Public Hearing conducted on Monday, October 3, 2016, at 6:00 p.m., on petition submitted by Trevor J. & Michelle K. Clatfelter, for a setback variance of 10 feet for an irregular shaped lot on Hawthorne Chase, identified as Parcel ID No. 06-36.0-350-001, Lot 85, in Steeplechase Forth Addition in Sherman. President Clatfelter turned the chair over to Mayor Pro Tem Zibutis for action on this. Motion made by Trustee Hahn to Approve the Variance, seconded by Trustee Timm, all voted in favor, motion passed. Chair was turned back to Mr. Clatfelter.

COMMITTEE / DEPARTMENT REPORTS

Trustee Long – Public Works discussion. We had talked about getting Bill Peterman in to talk to our public works employees. Mr. Swinford indicated that he, Treasurer Stuenkel met with Mr. Peterman as well as Mr. Cox. Proposals are being prepared for employees to review. Mr. Stuenkel indicated he was working with others too. Trustee Zibutis asked if this will be settled in the next month or two so we can move forward? Consensus was yes.

Trustee Long also indicated all the new picnic tables and trash receptacles have been delivered.

Trustee Zibutis – Building permit update. Two permits, one for an addition the other for a fence. \$150.00. It is her understanding, from the engineer, that more permits are coming.

SHERMAN POLICE DEPARTMENT REPORT

Chief Bangert shared some of the activity that the police department have had to handle. There have been some burglaries and well as identity theft cases. The department received a thank you card from the Slaughter family in regards to the professionalism of the officers during their fire. Trustee Zibutis asked about a question that came to her attention. It was in regards to the Drug drop-off program we have. Many people do not know about the program. Chief Bangert, Director Moos and Mr. Ryan Keith indicated that we can put information again on our social media sites. Chief Bangert indicated that the box is well used as he is responsible for emptying it.

EMERGENCY MANAGEMENT AGENCY REPORT

Director Moos provided an update that the Village has received a Certificate from the National Weather Service indicating the Village successfully recertified as a *StormReady*® Community and our certification will run from 2016 through 2022. Director Moos also provided all Village Board members an emergency go-kit bag, information and a space blanket that will assist and hopefully provide an incentive for everyone to be better prepared. The bags and blankets were compliments of Ameren Illinois. Three complimentary bags were provided to citizens attending the meeting and one to the press.

DEPARTMENT OF PUBLIC WORKS REPORT

Mr. Beal indicated there was nothing new to report.

NEW BUSINESS

President Clatfelter indicated there was no new business.

OLD BUSINESS

President Clatfelter indicated there was no old business.

CIVIC ORGANIZATION

President Clatfelter indicated there was no civic organizations present.

PUBLIC COMMENT

No persons of the public indicated interest to speak before the Board.

EXECUTIVE SESSION

President Clatfelter indicated the Board needed to go into Executive Session in regards to employee compensation. The audience was asked to vacate the chamber and invited to return once executive session was over. Motion was made at 6:38pm by Trustee Hahn, seconded by Trustee Long to go to Executive Session, all voted in favor, motion passed.

Motion by Trustee Schultz at 6:51pm to Return Back to Regular Session, seconded by Trustee Hahn, voice vote with “ayes” having it, motion passed.

Motion by Trustee Zibutis to approve the Employee Compensation Ordinance, seconded by Trustee Sherrock, all voted in favor, motion passed. President Clatfelter indicated that the ordinance was discussed with no changes in it and it included 3% compensation for merit employees.

ADJOURNMENT

Prior to adjournment the Board discussed the day and hours for Halloween with the consensus being that Halloween will be celebrated this year on the 31st from 5pm to 8pm. This information will be posted on our social media sites. Motion to adjourn was made by Trustee Timm, seconded by Trustee Sherrock. Voice vote with Ayes only. Motion Passed. Meeting adjourned at 6:55pm.

Respectively Submitted by:
Michael P. Moos, Deputy Village Administrator