

Village of Sherman

Regular Board Meeting of the Sherman Village Board of Trustees

Sherman Village Hall, 401 St. John Drive Sherman, IL

Tuesday, March 15, 2016

President Trevor J. Clatfelter called the meeting to order at 6:00 p.m. and led the assembly in The Pledge of Allegiance.

OPENING: Clerk Oller presented Roll Call with five members present: Trustee Hahn, Trustee Schultz, Trustee Sherrock, Trustee Timm, and Trustee Zibutis. Trustee Long arrived after roll call at 6:06 p.m.

Also present: Ryan Keith, Jeremy Stuenkel, Phil Zinn, Byron Painter, Tim Bandy, Mike Southworth, Sam Witsman, Pam Gray, Ken Lazar, Dirk McCormick, Jim Williamson, Pamela Hua, Sandy Walden, Craig Bangert, Bruce Beal, Mike Moos, Angela Fyans-Jimenez, and John Swinford.

President Clatfelter requested to set the Agenda. Trustee Sherrock made a motion to set the Agenda. Motion was seconded by Trustee Zibutis and was unanimously carried by the board. Motion passed.

CLERK'S REPORT: Presentation of the Minutes and Approval were brought to the board. Trustee Hahn made a motion to approve the Regular Meeting Minutes of February 16, 2016. Motion seconded by Trustee Long and was unanimously carried by the board. Motion passed.

Presentation of bills for approval was presented to the board. Trustee Schultz made a motion to approve all bills to be paid. Motion seconded by Trustee Timm and was unanimously carried by the board. Motion passed. All bills approved for disbursement.

TREASURER'S REPORT: Treasurer Stuenkel presented the January 2016 Treasurer's Report along with providing a copy of the December 2015 report. Trustee Schultz made a motion to approve the January 2016 Treasurer's Report. Motion seconded by Trustee Hahn and was unanimously carried by the board. Motion passed.

ENGINEERING REPORT: Engineer Kuhn explained the purpose for the Motor Fuel Tax Resolutions that needed approved for past projects. Every year funds are appropriated to create a program and are to be turned in to IDOT at the end of the year for approval and to be closed out. Engineer Kuhn was informed by IDOT that there was a 2010 program still open so in order to get previous programs closed from 2011, 2012,

2013, 2014 and 2015, Resolutions must be approved for those amounts spent and submitted to IDOT.

Trustee Zibutis made a motion to approve the Resolution for Maintenance of Streets and Highway Municipal Code for 2011 in the amount of \$62,000. Motion seconded by Trustee Long and was unanimously carried by the board. Motion passed.

Trustee Zibutis made a motion to approve the Resolution for Maintenance of Streets and Highway Municipal Code for 2012 in the amount of \$75,000. Motion seconded by Trustee Timm and was unanimously carried by the board. Motion passed.

Trustee Zibutis made a motion to approve the Resolution for Maintenance of Streets and Highway Municipal Code for 2013 in the amount of \$85,000. Motion seconded by Trustee Sherrock and was unanimously carried by the board. Motion passed.

Trustee Zibutis made a motion to approve the Resolution for Maintenance of Streets and Highway Municipal Code for 2014 in the amount of \$85,000. Motion seconded by Trustee Schultz and was unanimously carried by the board. Motion passed.

Trustee Zibutis made a motion to approve the Resolution for Maintenance of Streets and Highway Municipal Code for 2015 in the amount of \$87,000. Motion seconded by Trustee Hahn and was unanimously carried by the board.

Update of Capital Improvement program (CIP) / Old Tipton School Road was presented to the board. Engineer Kuhn stated that they grouped road repairs/resurfacing by subdivision instead of actual streets. The top five include Old Tipton School Road at about a \$880,000 cost with multi-use trail, Rail Meadows at about a \$245,000 cost, Quail Ridge at about a \$101,000 cost, Birch Lakes at about a \$168,000 cost, and Flagglad at about a \$496,000 cost. The total cost would be around \$2 million to complete all five areas.

LEGAL REPORT: No report presented.

ZONING OFFICER REPORT: Recommendation of Chairman of Zoning Board of Appeals Hearing on two petitions submitted by Sherman Development Group, LLC, for the property commonly referred to as 300 S. 1st Street in Sherman, IL, Parcel ID Nos. 06-25.0-451-009 and 06-25.0-476-024 was presented to the board. The first petition was seeking a map amendment to change the zoning of the property from B-1 to R-2.

The second petition was a request for variances from the Village's Zoning Code with regard to the side yard setbacks, including specifically to Sections 10-7-2 (A)(3), Yards (Corner lots) and 10-7-2 (A)(4), Yards (Table).

A petition submitted by Mr. Ken Lazar on behalf of his son Drew Lazar for the address of 45 Parkway Drive, Sherman, Il 62684, Parcel ID No. 06-25.0-404- 012, to consider a rear yard zoning variance request.

There were no objections by adjoining property owners or staff and the Zoning Board of Appeals were all in favor and voted yes for the requested changes.

VILLAGE ADMINISTRATOR/ECONOMIC DEVELOPMENT COORDINATOR REPORT: No report presented.

PRESIDENT'S REPORT: Action on Recommendation of Zoning Board of Appeals on petition of Sherman Development Group, LLC on

- a. Petition seeking map amendment on property commonly known as 300 S. 1st Street (Parcel ID Nos. 06-25.0-451-009 and 06-25.0-476-024) to change the zoning from B-1 to R-2. Trustee Hahn made a motion to approve the rezoning of the property commonly known as 300 S. 1st Street, Sherman, IL 62684. Motion seconded by Trustee Timm and was unanimously carried by the board. Motion passed.
- b. Petition of Sherman Development Group, LLC requests for variances (Parcel ID Nos. 06-25.0-451-009 and 06-25.0-476-024) from the Village's Zoning Code with regard to the side yard setbacks, including specifically to Sections 10-7-2 (A)(3), Yards (corner lots) and 10-7-2 (A)(4), Yards (Table). Trustee Hahn made a motion to approve the variance from the front and side yard setback requirements for the property at 300 S 1st Street. Motion seconded by Trustee Long and was unanimously carried by the board. Motion passed.

Action on recommendation of Zoning Board of Appeals on Petition submitted by Mr. Ken Lazar on behalf of his son, Drew, property owner for the address of 45 Parkway Drive, Sherman, IL 62684, Parcel ID No. 06-25.0-404-012, to consider a rear yard zoning variance request. Trustee Zibutis made a motion to approve the variance from the front and side yard setback requirements for the property at 45 Parkway Drive. Motion seconded by Trustee Schultz and unanimously carried by the board. Motion passed.

A Resolution dedicating funds for Highway Sign Improvement Program and Authorization for the Mayor to sign Joint Agreement re: IDOT Local Public Agency Agreement for Federal Participation HSIP-0167 (071) commonly referred to as the Highway Sign Improvement Program in an amount not to exceed \$33,000 was presented to the board. Engineer Kuhn informed the board that we appropriate the funds although in the agreement, all other communities must pay 100% of their portion within two weeks of the Village of Sherman opening the bid. This will allow the Village to be fully funded before executing the contract. Trustee Long made a motion to approve the Resolution dedicating funds for Highway Sign Improvement Program and Authorization for the Mayor to sign Joint Agreement re: IDOT Local Public Agency Agreement for Federal Participation HSIP-0167 (071) commonly referred to as the Highway Sign Improvement Program in an amount not to exceed \$33,000. Motion seconded by Trustee Hahn and was unanimously carried by the board. Motion passed.

Authorization for Village President to sign agreement with Central States Fireworks for Independence Day Fireworks Display on July 4, 2016 was presented to the board.

President Clatfelter stated that the cost has increased 5% from previous years although if 50% of total cost is paid as a down payment, it will absorb the 5% increase. Trustee Zibutis commented that an increase in the amount of fireworks would be great and suggested that something be added in the Chamber of Commerce Newsletter that sponsors are welcome. Trustee Zibutis made a motion to approve Village President to sign agreement with Central States Fireworks for Independence Day Fireworks Display on July 4, 2016. Motion seconded by Trustee Sherrock and was unanimously carried by the board. Motion passed.

A Resolution Authorizing the Issuance and Sale by the Village of its Economic Development Revenue Bonds (Villa Health Care Project), Series 2016, Authorizing Execution of a Loan Agreement, and Assignment and Agreement, and a Bond Purchase Agreement, all relative to said Bonds, and Authorizing Other Action to be Taken with respect to the Issuance, Sale and Delivery of said Bonds was presented to the board. Mike Southworth reminded the board that this will not be a general obligation of the Village of Sherman and if there is a short fall, that the business owner is responsible. Trustee Schultz made a motion to approve the Resolution Authorizing the Issuance and Sale by the Village of its Economic Development Revenue Bonds (Villa Health Care Project), Series 2016, Authorizing Execution of a Loan Agreement, and Assignment and Agreement, and a Bond Purchase Agreement, all relative to said Bonds, and Authorizing Other Action to be Taken with respect to the Issuance, Sale and Delivery of said Bonds. Motion seconded by Trustee Zibutis and was unanimously carried by the board. Motion passed.

Presentation by Michael Southworth regarding issuing General Obligation Bonds to support Capital Infrastructure Improvement was brought to the board. Michael explained that local banks usually recommend a 5 – 10 year maturity of the bonds at a fixed rate. Illini Bank, Hickory Point Bank, and Williamsville State Bank responded that they would be interested in buying a bond. A Tax Levy gets filed with Sangamon County and those funds are used to pay the debt service on the bond. Discussion among the board was to determine what projects need done, how much they will cost, and deciding the term of the bond based on the amount needed. President Clatfelter mentioned that the resurfacing of Old Tipton should be able to be started by this summer due to the park project being finished up with no heavier equipment driving on the road.

Discussion and information of advancing future TIF Revenues with banking institution for Municipal Park Improvements took place. President Clatfelter informed the board that there will potentially be an item to vote on at the next meeting in regards to the advancement for completion of projects.

Zoning Variance Amendment for Gatsby Hair Boutique, 106 N. 1st Street in Sherman was presented to the board. The amendment is to move handicapped parking access to the rear of the building instead of the front of the building due to limited space. Trustee Sherrock made a motion to approve the Variance Amendment for Gatsby Hair Boutique, 106 N. 1st Street in Sherman. Motion seconded by Trustee Timm and was unanimously carried by the board. Motion passed.

Service Agreement for Kuhn & Trello Consulting Engineers to provide Engineering Services for 2016 was postponed for a future meeting.

An Ordinance increasing Class A-1, C and VG Liquor Licenses and any other related matters was presented to the board. President Clatfelter informed the board that this will only increase by one due to the Rail Golf Course applying for a Video Gaming License. Trustee Hahn made a motion to approve the Ordinance increasing Class A-1, C and VG Liquor Licenses and any other related matters. Motion seconded by Trustee Zibutis and was unanimously carried by the board. Motion passed.

Discussion and authorization to purchase electronic devices for use by Village Trustees in an effort to cut costs and further improve efficiency and communication took place. All members of the board agreed that the Village will save money and time if all board documents were sent electronically and accessed on iPads during meetings rather than printing board packets for each meeting. They will proceed with the process of purchasing iPads for the board.

A presentation was given by Pam Gray on a proposal to develop a sponsorship initiative for park benches and other amenities at the new Village Park. Pam founded the Illinois State Fair Museum 21 years ago and created a 501C3 foundation in 2006 to fund the museum. Part of that was to install benches around the fair for additional seating. The benches are funded by donations and in return, the donors name is displayed on a plaque. She has done tons of research and says Illinois Correctional Industries is the most cost efficient with only charging \$450 per bench. She would organize and maintain everything if this is something that the Village would be interested in. Trustee Sherrock stated that this will be discussed at her Parks Committee Meeting and will keep everyone updated.

COMMITTEE/DEPARTMENT REPORTS: Trustee Zibutis recommended that once an Occupancy Permit is issued to a resident and business owner, that she get notified as being the Zoning Officer. Trustee Zibutis thinks this will be very useful information as constituents may ask when a business will be opening and help keep better track of new residential construction.

Trustee Timm notified the board that he and Mike Moos will be working on flyers for the Village Clean-Up Day. President Clatfelter recommended that they go ahead and move forward with it.

Trustee Sherrock informed the board that an Easter Egg Hunt will be held at Waldrop Park on Saturday, March 26, 2016. The event is being hosted by the Sherman Area Chamber of Commerce. Trustee Sherrock stated that the restrooms at the park may not be accessible due to flooding so the Chamber of Commerce will rent porta-potties if necessary.

SHERMAN POLICE DEPARTMENT REPORT: No report presented.

EMERGENCY MANAGEMENT AGENCY REPORT: No report presented.

DEPARTMENT OF PUBLIC WORKS REPORT: No report presented.

NEW BUSINESS: None

OLD BUSINESS: None

CIVIC ORGANIZATION: None

PUBLIC COMMENT/QUESTIONS: None

EXECUTIVE SESSION: None

ADJOURNMENT: President Clatfelter called the Regular Village Board Meeting to adjourn. Trustee Hahn made a motion to adjourn the meeting. Motion was seconded by Trustee Schultz and carried unanimously by the board. Motion passed.

Meeting adjourned at 7:45 p.m.

By parliamentary procedures of Robert's Rules and Illinois Statutes, minutes are not required nor supposed to be a verbatim record of public meetings. They're objective is to report what was done, not what was said.