



## Meeting Minutes - Village of Sherman

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**DATE:** Tuesday, July 19, 2016  
**LOCATION:** Farm Credit Services of Illinois • 1200 Old Tipton School Road • Sherman, Illinois  
**TIME:** 7:00 p.m.  
**TYPE:** Regular Meeting of the Sherman Village Board of Trustees

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### **VILLAGE BOARD IN ATTENDANCE:**

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

### **OFFICIALS IN ATTENDANCE:**

John Swinford, Administrator; Mike Moos, Deputy Village Administrator/EMA Director; Angela Fyans-Jimenez, Legal Counsel; Kevin Kuhn, Village Engineer; Craig Bangert, Chief of Police; Chris Fulcher, Deputy Police Chief; Sgt. Aaron Entringer; Tim Butler, State Representative.

### **PUBLIC IN ATTENDANCE:**

Charlene Walsh, Eric & Case Powers, Vickie Landholt, Debbie Peddycoart, Laura Peddycoart, Larry Stone, Rebecca Simko, Michelle Phillips, Rachel Kocis, Andrea Mumau, Steve Mumaw, Ron Mumau, Sharon Holzworth, Brad Holzworth, Becky and John Logan, Amanda and Mark Oller, Chuck Holzworth, Ryan Keith, Sandy Walden, Byron Painter and Dennis Shackelford.

### **OPENING:**

- 1) Clerk: Roll Call – quorum was established by President Clatfelter with Trustees Sherrock and Hahn having excused absences. Agenda was posted in advance of the meeting.
- 2) Pledge of Allegiance – President Clatfelter asked State Representative Tim Butler to lead us in the pledge.
- 3) Set Agenda – President Clatfelter asked for Agenda be set through a motion. Motion from Trustee Schultz, second from Trustee Timm. Unanimous Aye voice vote. Motion passes.

### **CLERK'S REPORT:**

- 1) President Clatfelter presented July 5, 2016 minutes for review and approval. Motion by Trustee Zibutis to approve, second by Trustee Long. Roll Call vote with Trustees Schultz, Zibutis, Timm and Long voting yes. Motion passed.
- 2) President Clatfelter presented Bills for Approval. No discussion or questions on the bills. Motion by Trustee Schultz to approve, Trustee Timm seconded. Roll Call vote with Trustees Schultz, Zibutis, Timm and Long voting yes. Motion passed.

### **TREASURER'S REPORT:**

Treasurer Stuenkel presented a summary of his report dated May 31, 2016. President Clatfelter asked if there are any questions regarding the treasurers report. Seeing none, Chair entertained a motion to accept the treasurers report. Trustee Schultz made the motion, Trustee Long seconded. Roll Call vote with Trustees Schultz, Zibutis, Timm and Long voting yes. Motion passed.

President Clatfelter indicated that he was stalling the meeting due to Sergeant Entringer being called out to a call and was not yet present for the planned awards ceremony. He indicated he wanted to skip down to the Presidents Report since many in attendance were there for that section of the meeting and offered those in attendance to stay after for the rest of the meeting.

### **PRESIDENT'S REPORT:**

- 1) Life Saving Awards Proclamation – President Clatfelter indicated a number of citizens stepped up, as well as the fire department and police department, and did the call of duty to administer lifesaving actions to three persons involved in a vehicular accident. President Clatfelter called forward to be recognized: Chuck Holzworth, Sharon Holzworth, Steve Mumaw and Bill Marsh. Citation was read and handed out to these community members.

President Clatfelter then introduced State Representative Tim Butler who wished to recognize these persons for their actions. Representative Butler thanked the persons and read the Certificate of Appreciation for Citizen Responders on behalf of the Illinois General Assembly offered by himself and Speaker Madigan.

President Clatfelter indicated he wanted to also recognize Nick Holton, Lucas Holton and Brian Olysav as citizens that responded but were not able to attend today. President Clatfelter invited all the first responders, family and citizens to gather up front for a photo opportunity.

President Clatfelter then called on Sgt. Aaron Entringer to come forward. Chief Bangert, Public Safety Trustee Jay Timm and President Clatfelter met on June 21<sup>st</sup> and agreed that though his actions Sgt. Entringer met the department criteria to receive the Lifesaving Commendation. President Clatfelter then described the emergency scene and actions taken by Sgt. Entringer. In addition, it was noted that Sgt. Entringer did personal follow-ups at the hospital keeping in touch with the family. Police Chief Bangert then proceeded to attach the lifesaving ribbon to his uniform. Certificates from the Village and Representative Butler were also presented to Sgt. Entringer.

- 2) A Proclamation recognizing the service of Amanda Oller as Village Clerk – Amanda Oller was called forward to be recognized through a Proclamation from the Village of Sherman. President Clatfelter explained that Amanda has left employment as Village Clerk to pursue a new career. He further explained how he was instrumental in hiring Amanda and thanked her for her years of service to the Village and the citizens of Sherman. Proclamation was read and presented to Amanda.

President Clatfelter indicated that refreshments are planned to be offered after a fast conclusion of the rest of the meeting agenda.

**ENGINEERING REPORT:**

Village Engineer Kuhn discussed the need for the Establishment of Liquidated Damages to be included in the Capital Improvement Project (CIP) set at a typically amount of \$500 a day. Motion to establish the amount of \$500 in establishment of liquidated damages as related to the road projects by Trustee Zibutis and seconded by Trustee Schultz. Roll Call Vote with Schultz, Zibutis, Timm and Long voting yes. Motion passed.

**LEGAL REPORT:**

Village Attorney Angela Fyans-Jimenez indicated she had nothing to report.

**ZONING OFFICER REPORT:**

Trustee Zibutis indicated she had nothing to report.

**VILLAGE ADMINISTRATOR/ECONOMIC DEVELOPMENT COORDINATOR REPORT:**

Administrator Swinford indicated he had nothing to report.

**PRESIDENT'S REPORT:**

- 3) An Ordinance establishing Sewer Rates and Charges – Engineer Kuhn indicated Board members should have a reference sheet on this subject and he discussed proposed options/rates. Suggest the Board stay on trend with % used in the past. President Clatfelter suggested that the Board consider the rates with a decision to be made at the next meeting.
- 4) Approval of the Construction Engineering Agreement for the Sign Grant Project (HSIP) – Engineer Kuhn explained, as explained in prior meetings, the sign grant shared amongst seven communities. Hearing no discussion, the Chair entertained a motion to approve Construction Engineering Agreement for the Sign Grant Project (HSIP). Trustee Zibutis made the motion with Trustee Timm seconding. Roll Call Vote with trustees Schultz, Zibutis, Timm and Long voting yes. Motion passed.
- 5) Approval of the Appropriations Ordinance and Budget for Fiscal Year Commencing May 1, 2016 through April 30, 2017 – tabled as the Village Board is presently working on the budget and we will be reconvening after this meeting to work on the budget.
- 6) An Ordinance Establishing Salaries for Certain Village Employees for Fiscal Year 2017 - tabled also due to the Village Board budget work.

**COMMITTEE / DEPARTMENT REPORTS:**

Building Permit Update - Trustee Zibutis indicated she had no update.

**SHERMAN POLICE DEPARTMENT REPORT:**

Chief Bangert indicated no report.

**EMERGENCY MANAGEMENT AGENCY REPORT:**

Director Moos indicated no report.

**DEPARTMENT OF PUBLIC WORKS REPORT:**

No report.

**NEW BUSINESS:**

No business to report.

**OLD BUSINESS:**

No business to report.

**CIVIC ORGANIZATION:**

No organizations to report.

**PUBLIC COMMENT:**

President Clatfelter indicated 12 individuals signed in for the meeting with four persons asking to address the Board. He reminded the audience that there is a 3-minute time limit for each person addressing the Board:

- a) Larry Stone – retired state auditor and university professor and questions why, with us 2 ½ months into the fiscal year, are we now approving a budget? This has been done consistently. Inquired if there would be an answer? President Clatfelter indicated that the Public Comment Period is not a time for dialog but time for public comment.
- b) Sandra Waldon – her comment was in regards to the Village not complying with the Open Meetings Act (OMA). Inquired if Board members have attended OMA training and if they have, they need to attend it again. She indicated specific references to Executive Session procedures and processes as specified by OMA. She provided samples and copies of the law and wanted to provide the information to the Board.
- c) Michelle Phillips – asking for a 3-way Stop Sign at Pheasant Run and Ramblewood. President Clatfelter asked Engineer Kuhn to study and provide comment. He also asked Ms. Phillips to gain support for such a sign through a neighborhood petition and to submit it to the board.
- d) Rachel Kocis - introduced herself as the new Librarian for the Sherman Public Library. President Clatfelter welcomed her to the community.

**ADJOURNMENT:**

Motion to adjourn was made by Trustee Zibutis, seconded by Trustee Schultz. Voice Aye vote with motion passing.

The next regular meeting of the Sherman Village Board is scheduled for August 2, 2016 at 6:00 p.m. at Village Hall, 401 St. John Drive in Sherman. The public is invited and encouraged to attend.

Respectively Submitted by:

Michael P. Moos, Deputy Village Administrator