



Regular Meeting Minutes - Village of Sherman

DATE: Tuesday, August 2, 2016
LOCATION: Sherman Village Hall • 401 St. John Drive • Sherman, Illinois
TIME: 6:00 p.m.
TYPE: Regular Meeting of the Sherman Village Board of Trustees

VILLAGE BOARD IN ATTENDANCE

Brent 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; Mike Moos, Deputy Village Administrator & EMA Director; Angela Fyans-Jimenez, Legal Counsel; Kevin Kuhn, Village Engineer; Craig Bangert, Chief of Police; Bruce Beal, Public Works and Jeremy Stuenkel, Treasurer.

PUBLIC IN ATTENDANCE

Mark Gordon, Sandy Walden, Mary Hanson, Janet Icenogle and Brandon Icenogle.

OPENING

1. Clerk: Roll Call – roll call was taken and quorum was established by President Clatfelter.
2. Pledge of Allegiance – Mrs. Icenogle and Brandon Icenogle led us in the pledge.
3. Set Agenda – Trustee Zibutis asked that under new business we have a discussion about a fall village-wide garage sale. Trustee Zibutis made a motion to set the agenda with Trustee Long seconding. Voice vote with Aye voting yes. Motion Passed.

CLERK'S REPORT

1. Presentation of Minutes and Approval:
 - a. Minutes of July 19, 2016 Regular Meeting – Motion by Trustee Timm to approve the minutes, second by Trustee Schultz. Trustees Hahn and Sherrock voted present as they were not in attendance at that meeting. All other trustees voted yes. Motion Passed.
 - b. Minutes of July 19, 2016 Budget Meeting – President Clatfelter indicated the minutes for this meeting will need to be addressed at the next board meeting as they were accidentally left off the agenda to be approved.
 - c. Minutes of July 30, 2016 Public Hearing/Special Meeting (FY17 Budget) - Motion by Trustee Zibutis to approve the minutes, second by Trustee Hahn. Trustee Schultz voted present as he was not in attendance at that meeting. All other trustees voted yes. Motion Passed.
2. Presentation of Bills for Approval - Motion by Trustee Sherrock to approve bills to be paid, second by Trustee Schultz. All trustees voted yes. Motion Passed.

TREASURER'S REPORT

A presentation of the June Treasurer's Report was made by Treasurer Stuenkel with reference to such report in the Board package. There were no questions or discussion. Motion to approve the Treasurer's Report was made by Trustee Hahn, seconded by Trustee Schultz. All trustees voted Aye. Motion Passed.

Skip to Presidents Report - President Clatfelter asked for the Board's indulgence and that we move ahead on the agenda to Item #1 of the Presidents Report before continuing with the Engineering Report.

PRESIDENT'S REPORT #1

President Clatfelter discussed the honor to recognize Conner Icenogle for his accomplishment as the 2016 Illinois High School Association (I.H.S.A.) Class 1A, 100 Meter State Champion. President Clatfelter further discussed the extraordinary feat that Connor Icenogle had accomplished as an outstanding athlete representing our high school and the Village. Because of this, the Village requested from IDOT a State Highway sign, to recognize him as a 2016 IHSA Class 1A 100-meter State Champion. This sign will be placed on our Village entrances. A smaller version of the highway sign was presented to Mrs. Icenogle and Connor's brother Brandon to give to Conner. President Clatfelter indicated that Brandon and his mom were here representing Conner as he is at Lackland Air Force Base for basic training.

Agenda returned to normal order.

ENGINEERING REPORT

1. Village Engineer Kuhn provided an update on Gatsby's Hair Salon. This has been an item since May 2nd and the Board needs to be aware of the present circumstances. Mr. Gatschenberger got an Access Easement during construction. During construction the handicap parking had to be moved to the rear of the building due to the construction. Both the engineer and Mayor Clatfelter then discussed the technical aspects of the building trying to meet ADA compliance. The owners of Final 4 would not agree to provide an Access Easement. They would though provide a License for easement, which is revocable anytime. Any owner, under a license agreement, could withdraw easement access which would put the property not in ADA compliance. Occupancy could then not be permitted. One option is for Rich Gatschenberger to come back to the Board and petition for a license approval. He presently has a Temporary Occupancy permit. Nancy asks if the property was purchased from Final 4. Mayor Clatfelter has talked to both owners and there are no problems between the two; it is just Mr. Butler does not want to provide easement. President Clatfelter indicated that we need to make things moving along and not shut the business down. Trustee Zibutis asked if the property to the south or an adjacent house to the east could be bought to resolve the issue. The general discussion was it could but there have been two extensions of Permit of Occupancy and we need to come to a permanent solution. Trustee Timm asked legal if they have any problem with any of the options. Village Attorney Angela Fyans-Jimenez suggested Mr. Gatschenberger send a letter to the Board with what he wants to do as the plan changed from what was originally proposed. Trustee Schultz indicated that this is their problem not the Village's. Trustee Long asked

about a lift resolving the problem. Engineer Kuhn discussed how that would not be possible. President Clatfelter indicated that this item is hopefully a future agenda item soon so it can be finalized.

2. Engineer Kuhn was asked by Trustee Zibutis to provide an update on the muni park as there was a concern that the project was not moving along. Engineer Kuhn indicated that the weather has highly delayed and affected the project; but it is progressing. The gazebo is under construction and numerous shelters have been completed. The amphitheater concrete work is moving along. Sewer part 1 has been tested fine as more work continues with the sewer line. The street and path lights were shut down because the circuits coincide in the same area as the sewer work. The discussion turned to the lettering in the round-about with the cracked "e". Engineer Kuhn indicated the "e"s are in. Amphitheater cover design was discussed as well as all the dirt mounds. The Board was reminded the dirt mounds are top soil and will be used in the final grading of the project.

LEGAL REPORT

Village Attorney Angela Fyans-Jimenez indicated nothing to report.

ZONING OFFICER REPORT

Trustee Zibutis indicated nothing to report.

VILLAGE ADMINISTRATOR/ECONOMIC DEVELOPMENT COORDINATOR REPORT

Village Administrator Swinford indicated nothing to report.

PRESIDENT'S REPORT

President Clatfelter led the discussion of the following:

1. Recognition of Conner Icenogle (see above).
2. Authorization to use MFT funds for the Village of Sherman portion of the Highway Sign Improvement Program (HSIP) – Kevin discussed IDOT changed process. Motion by Trustee Long, seconded by Trustee Timm for the Use of MFT funds for the Highway Sign Improvement Program. All trustees voted yes. Motion Passed.
3. An Ordinance establishing Sewer Rates and Charges – President Clatfelter asked Engineer Kuhn to discuss the costs and options but indicated the Ordinance will be tabled to next meeting. Engineer Kuhn discussed that the information was presented in their package and asked what direction the Board would like to go. He indicated that if we stay on trend the base rate should be \$20.54 per and each additional 1,000 gallons at \$6.27. Clatfelter asked when was the last time Village implemented a rate increase on customers. Village Engineer Kuhn indicated that such increase was in 2012. So there has been no increase in the base rate. Village has been absorbing the cost for 4 years. Where does this put us in relationship to other communities. If we went with on trend as specified, and with an average of 4,800 gallons, the cheapest is Williamsville, then Springfield, Chatham, Sherman, Grandview, Jerome and Rochester at the highest amount of \$45.61. It was discussed that Williamsville is not part of Sanitary District. President Clatfelter then inquired what does this mean in terms of dollars? Engineer Kuhn indicated the base rate will go a little over \$3.00 and each add 1,000 gallons would increase about a \$1.00. Trustee Zibutis indicated her concern that the Sewer Department cannot continue to absorb the costs. We need to be at the rate that

were approved but not implemented. We need to be at the rate we have approved and implemented so we can afford future projects. There have been four years of savings by the citizens of Sherman. Engineer Kuhn indicated that costs rise for maintenance, installations, etc. Trustee Zibutis indicated that she would like to make a motion but President Clatfelter stated that we just needed to discuss tonight and we will have the proper ordinance for next meeting. Engineers final recommendation is \$20.54 base rate, each additional 1,000 gal. at \$6.27. It was reminded this is for the sewer portion only, not the water system costs. President Clatfelter reminded the Board that the sewer costs have been passed along to communities due to the two new plants that were built by Springfield Metro Sanitary District.

4. An Ordinance Establishing Salaries for Certain Village Employees for Fiscal Year 2017- President Clatfelter tabled this to a future meeting as he was not prepared to finalize. He did indicate that any action taken by the Board will be retroactive to the required implementation date.

COMMITTEE / DEPARTMENT REPORTS

Building Permit Update - Trustee Zibutis indicated nothing to report as staff is working to provide her reports during this transition period.

SHERMAN POLICE DEPARTMENT REPORT

Chief Bangert indicated he continues to meet with Home Owner Associations as the meetings come up. This last month he met with the Steeplechase HOA and plans to attend their January meeting when there is usually good attendance there.

EMERGENCY MANAGEMENT AGENCY REPORT

Director Moos provided informed the Board that EMA will be holding an exercise on the morning of August 13th with our HAM radio and Red Cross partners. Board members are welcome to come.

DEPARTMENT OF PUBLIC WORKS REPORT

Mr. Beal indicated all is going fine and there was nothing to report.

NEW BUSINESS

Trustee Zibutis indicated that there is interest in a Fall village-wide garage sale since the spring one was rained out. It was recommended/agreed that the fall event would be held September 9th-10.

Trustee Zibutis indicated that there is a Zoning Committee meeting to be held on August 15th in regards to a petition from the Timm's. President Clatfelter indicated that legal and engineer staff need to be present at all Zoning meetings.

President Clatfelter brought to the attention of the Board:

- he looks forward to presenting to them in the near future:
 - A Resolution for TIF borrowing for Municipal Park from our TIF legal counsel.
 - A proposal for financing the Old Tipton School Road Project with a Bid Opening set for August 15th.

- President Clatfelter was asked by the Illinois Municipal League Executive Director to serve as Chair of the IML Risk Management Board of Directors. This brought up a discussion of attendance at the IML conference and John indicated he will be sending the information to the Village Board trustees.
- Due to staff shortage (no Village Clerk) staff may have to take on additional hours to ensure projects are done in a timely manner.

OLD BUSINESS

No old business to discuss.

CIVIC ORGANIZATION

No civic organizations present.

PUBLIC COMMENT

No persons of the public indicated a wish to make Public Comment.

EXECUTIVE SESSION

No Executive Session.

ADJOURNMENT

Motion to adjourn was made by Trustee Hahn, seconded by Trustee Schultz. Voice vote with Ayes only. Motion Passed. Meeting adjourned at 6:59pm.

Respectively Submitted by:

Michael P. Moos, Deputy Village Administrator