



Village Board Meeting Minutes

DATE: Tuesday, July 25, 2017
LOCATION: Sherman Village Hall, 401 St. John Drive, Sherman, Illinois 62684
TIME: 5:30 p.m.
TYPE: Public Hearing/Special Meeting Hearing of the Sherman Village Board of Trustees

VILLAGE BOARD IN ATTENDANCE

- Trevor J. Clatfelter, President
- Pam Gray, Trustee
- Bret Hahn, Trustee
- Brian Long, Trustee
- Kim Rockford, Trustee
- Kevin Schultz, Trustee
- Jay Timm, Trustee

OFFICIALS IN ATTENDANCE

Michael Stratton, Village Administrator; Mike Moos, Acting Village Clerk • Deputy Village Administrator • EMA Director; Gregory Moredock, Legal Counsel; Jeremy Stuenkel, Treasurer; Kevin Kuhn, Village Engineer; Craig Bangert, Chief of Police and Bruce Beal, Sewer Coordinator Public Works.

PUBLIC IN ATTENDANCE

Byron Painter, Missy Kinsel, John Miller and Larry Stone.

OPENING

1. Roll Call – Mr. Moos conducted a roll call of village board members with all members present except Trustee Rockford. President Clatfelter indicated Trustee Rockford has an excused absence and there is still a quorum.
2. Pledge of Allegiance – Mr. Larry Stone led the group in the Pledge of Allegiance.
3. Set Agenda - President Clatfelter asked the Board for non-action items to be added to the agenda. Nothing was brought to the Chairs attention. *Motion to Set the Agenda made by Trustee Gray, seconded by Trustee Timm. Voice Vote with the Ayes having it. Motion Passed.*

PUBLIC HEARING

1. Open Public Hearing on the proposed Fiscal Year 2018 Budget Appropriation Ordinance and Budget for Fiscal Year Commencing May 1, 2017 through April 30, 2018. *Motion by Trustee Hahn to Open the Hearing, seconded by Trustee Gray. Voice Vote with the Ayes having it. Motion Passed.*
2. Presentation/Overview - President Clatfelter asked Treasurer Stuenkel to provide his presentation and give an overview of the proposed budget. Mr. Stuenkel reviewed the budget sheets starting with the General Fund. Several weeks ago, Mr. Stuenkel and Trustee Shultz met and went over revenues and made some adjustments. Biggest adjustment was a 10% revenue reduction from the State of Illinois. Good news is the economic agreement

with the Route 66 TIF developer expired in December so that will more than make up for the income tax loss. President Clatfelter indicated that the Village Board renegotiated terms that permitted us to reduce the sales tax cost to the Village and eliminated our costs years ahead of schedule. Mr. Stuenkel continued to review all the budgeted amounts for each village department/item with what he is recommending for a budgeted amount and appropriated amount. Trustee Hahn asked about mosquito control are we doing that anymore? President Clatfelter and Public Works Sewer Coordinator Bruce Beal discussed the mosquito control measures used by the Village and what is purchased for material. In addition, President Clatfelter reminded all of the briefing we received from Sangamon County Department of Public Health Director Stone and his recommendations for abatement of which we do follow.

Mr. Stuenkel continued with his presentation reviewing Finance in which he estimated a 5% increase in costs. Trustee Schultz asked, under the auditing section, we might consider increasing that \$2-3,000, for the reason of comprehensive financial reporting (Achievement of Excellence in Financial Reporting designation). It is not required but what it does provide is a 10-year village economic picture that markets us from an economic development point of view. It might also help us to get grants. Mr. Stuenkel indicated there might be also a cost in staff preparing it. Mr. Stuenkel agreed it would be a good idea and increase the audit line item by the suggested amount.

Mr. Stuenkel continued covering the Police Department, worth mentioning a IT support line has been added to the budget. Director Moos pointed out that it used to be shared between the police department and emergency management. He also asked if this line item covers Village Hall IT needs and Mr. Stuenkel indicated that it is a line item also under the administration section. He moved onto Public Works. Upon conclusion of this discussion Trustee Long passed out an addendum of capital outlay items for public works. Mr. Beal provided details of why the equipment was being requested and how it will serve the village. Some of the equipment related to work that will now be needed at the new park. President Clatfelter indicated some of these items, if specific to the park, can come out of TIF funds. President Clatfelter asked about the pickup line-item. He indicated the vehicle Sean uses is a police hand-me-down (Durango) which now has over 100k miles on it. A used pickup would be of better use and then the Durango can go to emergency management. The vehicle assigned to EMA is not safe to drive anymore and will be decommissioned. President Clatfelter reviewed what items would be covered and indicated that we can report back to the board on inter-fund transfers from the TIF.

Village Clerk has part-time salary included in there. Parks and Recreation, Village Hall, General Obligation Bond, Contingency, Engineering, Legal, Sewer Bond Debt, Sewer Operations and Reserve, Motor Fuel and TIF line items were reviewed. Interpreter, IT, Public Relations costs are included in those items. Trustee Schultz and Treasurer Stuenkel also discussed that capital outlay item costs are spread out over a short timeframe (3 year) loan. President Clatfelter confirmed that is a good idea especially with the low loan rates.

Totals on the Ordinance will be a budget of \$4,969,757 with an appropriation of \$6,212,197. President Clatfelter reflected on when he first started on the Board our contingency was no more than around \$110,000 now we are at 1 million of a rainy-day fund. Testament of the Boards efforts over the years. Treasurer Stuenkel discussed a survey result he received from an engineering firm that had surveyed 84 central Illinois municipalities, we were 80th in municipal property tax rates. We have been able to hold the levy low. Trustee Long also talked how public works did limited items but now accomplishes much for the community. President Clatfelter further complimented Mr. Beal of what value he brings to the community through his planning, skills and mechanical knowledge. He also stated we need to find that ground for a new public works building we need to protect our equipment.

3. Public Comment/Testimony

- a. Mr. Larry Stone addressed the Board. He indicated he is a retired accountant and professor at UIS and Millikin. When we look at a concept of appropriation. We are 1/3rd through our new fiscal year and he did not understand why we are having an appropriation hearing so late in the process (3 months into the fiscal year). President Clatfelter explained customarily we waited to get our actual expenditures. State law permits you to go three months into the new fiscal year. We run on the basis of the last budget and do not exceed those authorized expenditures. Mr. Stone reiterated that having the budget done prior to the end of the fiscal year is a good practice instead of nearly 1/4th through the fiscal year.
 - b. Mr. John Miller wanted to discuss about the money to spend on the audit. He thought it was great but wondered if we have an audited run operation. Do you have security files is everything IT systems secure or you just have funds? President Clatfelter stated we have our financials audited. Mr. Miller asked about IT and President Clatfelter indicated we have virus software and an IT administrator.
4. Close Public Hearing - Hearing no other public comment the President indicated he would entertain a motion to close the hearing. *Motion made by Trustee Long to Close the Public Hearing, seconded by Trustee Timm. Voice Vote with the Ayes having it. Motion Passed.*

NEW BUSINESS

Consideration and Action to approve an Appropriations Ordinance & Budget for the Fiscal Year Commencing May 1, 2017 through April 30, 2018. President Clatfelter indicated that action on this item will take place during regular village board meeting.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

Motion to adjourn was made by Trustee Hahn, seconded by Trustee Schultz. Voice Vote with Ayes having it (5/0). Motion Passed. Meeting adjourned at 6:22 p.m.

Respectively Submitted by:

Michael P. Moos, Deputy Village Administrator