

REGULAR MEETING OF THE BOARD OF TRUSTEES
VILLAGE OF PHILO, ILLINOIS
February 12, 2014

The meeting was called to order by President Larry Franks at 7:02 p.m. at the R.E. Franks Meeting Center in the Eileen Painter room.

GUESTS: Greg Crowe, David Atchley, David Traxler, Christine Walsh, Paul Hendren, Michelle Martin and Dorella Pruitt.

ROLL CALL: Present-Trustees Steven Messman, Pat Pioletti, Rachael Garrett and Paul Brady. Absent- Trustees John Mumma and Steve Sappenfield

MINUTES: Trustee Pioletti made a motion, seconded by Trustee Messman, to approve the minutes of January 8, 2014. Voice vote, all “aye’s” motion carried unanimously.

ACCOUNTS PAYABLE WARRANT: Trustee Pioletti made a motion, seconded by Trustee Brady, to approve the bills as presented. Roll call vote; “aye’s” Trustees Messman, Pioletti, Garrett and Brady. Motion passed unanimously.

HUGS & BUGS SUMMER CAMP: Michelle Martin and Dorella Pruitt presented a proposal to add an eight-week summer camp at the R. E. Franks Meeting Center, to be held in the gymnasium. Their current summer program fills and other area options are being reduced due to the recent involvement of DCFS in summer programs. They are seeking the Board’s approval by March as all supplies must be in place in order for them to obtain a license. Two items that need to be addressed are the addition of smoke detectors in the gym - there are currently heat detectors - and written proof that the stage curtains are flame retardant, or the curtains would need to be taken down during the program.

Trustee Pioletti noted that in committee discussion the intent was for Philo families to get priority, and he sees the expanded program as a benefit to Philo residents. He asked if the Board could receive a copy of the fire marshal’s inspection report. Smoke detectors may need to be added regardless. David Traxler will get a cost estimate from F. E. Moran. The stage curtains were likely treated at time of purchase. Trustee Brady said taking down the curtains is difficult; they are old and would likely be damaged.

Trustee Pioletti asked about a rent proposal from Hugs & Bugs. Michelle said they are not sure what enrollment will be. There is room for 25 kids. Trustee Pioletti also inquired about storage for supplies.

President Franks said staff will obtain cost estimates for the curtains and smoke detectors and asked Hugs & Bugs to determine a rent figure. The proposal will be discussed further at the March meeting.

ANIMAL CONTROL: Stephanie Joos, Director of Champaign County Animal Control, is sick and unable to attend the meeting. The issue was tabled.

VILLAGE ENGINEER: Greg Crowe and David Atchley provided a memo regarding a potential grant to improve main street. Greg noted that there are not a lot of grants available for streets and sidewalks alone. The Rural Business Enterprise Grant can be used for many things. They recommend requesting \$100,000 or less. A pre-application is due by mid-March. Greg reviewed the program criteria. Letters of support are needed from small businesses, how the project will allow them to stay in business and possibly add jobs or expand, or how new businesses will start. A preliminary budget and narrative are also needed for the pre-application.

Trustee Pioletti asked if it is common for this grant to help with resurfacing. Greg Crowe wasn't sure. The focus is growing and retaining jobs. Trustee Garrett asked if money would need to be allocated to the project before applying. Greg Crowe didn't think so; documentation is needed that funds are available. Trustee Pioletti said the timeline doesn't seem conducive to construction season and planning. Greg Crowe offered that Sharilyn Lannon, the grant representative in Champaign, is available for consultation. Greg Crowe will set up a conference call with Sharilyn and President Franks.

A second option is a grant that supports a combination of sidewalk improvements, lighting and street furniture. Applications are usually accepted in the fall. Greg Crowe will keep in touch about it.

President Franks and Trustee Pioletti met with David Atchley to look at asphalt options. In addition to the oil and chip traditionally used, oil overlays are available. The more expensive options tend to last longer. David Atchley will bring a written estimate and longevity comparison to the next meeting. He suggested that MSA could "rate" the village streets to determine which roads need more maintenance. President Franks requested that he, David Atchley, David Traxler and Trustee Pioletti go through the streets before the March meeting. He added that main street needs to be kept in mind; it is not in good shape after the bad winter.

VILLAGE ATTORNEY: Paul Hendren presented the Ordinance Authorizing Execution of the Illinois Public Works Mutual Aid Network Agreement. President Franks explained that he attended a meeting recently where Gifford's experience with the tornado was discussed. Ten years ago, Urbana and Savoy had a mutual assistance agreement. The network is now more formalized. It would cost \$100/year for Philo to participate. Gifford was not part of the network. Surrounding towns helped, but could not be reimbursed by FEMA. Sidney joined recently. President Franks and Trustee Brady thought it was a "no brainer" that Philo should join. When Philo helps another town, it can ask for repayment of expenses after the first five days. Paul Hendren noted that the Village can withdraw with 90 days notice and believes it is a favorable arrangement. Trustee Brady made a motion, seconded by Trustee Pioletti, to pass Ordinance 585, "Ordinance Authorizing Execution of the Illinois Public Works Mutual Aid Agreement." Roll call vote; "aye's" Trustees Messman, Pioletti, Garrett and Brady. Motion passed unanimously.

DAVE TRAXLER: There were no building permits issued in January. The salt has been ordered. The snow removal equipment is fine except for one truck with brake issues. Dave T. provided an estimate from Tim Kraft Electric to replace the lights in the post office for \$1,146.00. Trustee Pioletti noted that less than half of the current lights work. Trustee Pioletti made a motion, seconded by Trustee Brady, to authorize the lighting project at the post office by Tim Kraft Electric at a cost of \$1,146.00. Roll call vote; “aye’s” Trustees Messman, Pioletti, Garrett and Brady. Motion passed unanimously. President Franks thanked Dave T. and his snow plow crew for doing a good job.

VILLAGE TREASURER: Treasurer Schweighart was absent. President Franks said the reports look okay.

OLD BUSINESS: President Franks reported that Trustee Sappenfield will talk to the ball park association board and come back with how they need help with the ball park renovations.

ESDA would like to purchase two portable radios, one for Chris Lueth and one for David Traxler, at a cost of \$1,800-\$1,900 each. David Traxler said the new radios are really good, especially if they help in other towns. Trustee Garrett asked how long emergency officials will stay with these radio standards. David Traxler said Chris Lueth or the county leader may know. Trustee Pioletti made a motion, seconded by Trustee Garrett, to authorize the purchase of two new ESDA radios at a cost of up to \$1,900.00 each. Roll call vote; “aye’s” Trustees Messman, Pioletti, Garrett and Brady. Motion passed unanimously.

David Traxler accepted the Board’s offer of splitting his health insurance costs 75:25. Trustee Messman made a motion, seconded by Trustee Brady, for the Village to pay 75% of the insurance cost in the State Health Program for David Traxler as previously submitted. Roll call vote; “aye’s” Trustees Messman, Pioletti, Garrett and Brady. Motion passed unanimously.

Trustee Garrett reported that ABC Sanitary is unwilling to work with the Village on its desire to have the recycling hauler sign when he comes to town. ABC Sanitary said they come 3-4 times per week at their convenience. Someone from the Village would have to meet the driver at the site in order for him to sign an invoice. President Franks is aggravated by the situation and suggested we look at other service provider options. Deputy Clerk Helmink noted that bids were accepted several years ago. She will give the company names to Trustee Garrett, who will seek bids that include signing at time of pick-up as part of the deal.

NEW BUSINESS: Susan Helmink presented the REFMC report to the Board. The bad weather has forced quite a few cancellations, especially for school athletics. She also provided a written overview of new computer options for office reception and the shed. Dennis Happ, who consults with the Village on IT matters, recommended the HP model with Windows 8. President Franks concurred. Deputy Clerk Helmink was directed to price check the HP model at different vendors.

MISCELLANEOUS DISCUSSION:

Trustee Messman - nothing

Trustee Pioletti - nothing

Trustee Garrett - The Village could have one employee dedicated to grounds work at the two ball diamonds. Terry Woodworth is interested - could the Village make a commitment? This topic will be on the March agenda.

Trustee Brady - nothing

Deputy Clerk Helmink - In Judy Kirby and Rod Schweighart's absence, who will be the second signer on this month's checks? Trustee Pioletti made a motion, seconded by Trustee Brady, to add Susan Helmink, Deputy Clerk, as an additional signer on the clearing account. Roll call vote; "aye's" Trustees Messman, Pioletti, Garrett and Brady. Motion passed unanimously.

MOTION TO ADJOURN: Trustee Pioletti made a motion, seconded by Trustee Garrett, to adjourn the meeting at 8:14 p.m. Voice vote; all "aye's" meeting adjourned.

DEPUTY VILLAGE CLERK

VILLAGE PRESIDENT