

Regular Meeting of the Board of Trustees  
Village Of Philo, Illinois  
October 10, 2018

The meeting was called to order by President Larry Franks at 7:00 p.m. at the R.E. Franks Center in the Eileen Painter room.

GUESTS: Kevin Chalmers, Dave Krchak, Dave Traxler, Janet Decker, Chris Payne, Marc Miller, Dave Atchley.

ROLL CALL: Present-Trustees Mumma, Messman, Sappenfield, Pioletti and Brady. Absent-Trustee Garrett.

MINUTES: Trustee Pat Pioletti made a motion, seconded by Trustee John Mumma to approve the Regular Meeting minutes of September 12, 2018, as presented. Voice vote, all "ayes" motion carried unanimously. Special Meeting minutes of September 19, 2018 were tabled.

ACCOUNTS PAYABLE WARRANT: Trustee Steve Sappenfield made a motion, seconded by Trustee Steve Messman, to approve the payment of bills as presented. Roll call vote; "ayes" Trustees Mumma, Messman, Sappenfield, Pioletti and Brady. Motion passed unanimously.

President Franks introduced special legal counsel David Krchak with Thomas, Mamer & Haughey, LLP., who led the discussion about the Village's proposed employee handbook. Mr. Krchak went over his concerns and suggestions regarding the employee handbook we submitted to him to review. He noted he listed apparent errors as well. See attached memo to the Village Board dated 9-24-18, regarding "Draft Employee Policy Manual". His suggestions to the Board will be reviewed and changes made before final consideration and approval of the handbook. Dave K. stated he would be happy to come anytime to a meeting.

Village Engineer: Dave Atchley presented a pay request in the amount of \$49,312.01 for 2018 MFT work. This is quite a bit more than his estimate, due to the increase in oil prices. Trustee John Mumma made a motion, seconded by Trustee Steve Messman to approve the payment in the amount of \$49,312.01 to Illiana Construction Co. Roll call vote; "ayes" Trustees Mumma, Messman, Sappenfield, Pioletti and Brady. Motion passed unanimously.

Mr. Atchley stated there was only one bid received for the Washington Street project. Cross Construction submitted a bid of \$3,600.00, which was \$300.00 below Dave's estimated cost for the project. Trustee Pat Pioletti made a motion, seconded by Trustee Paul Brady to approve the bid of \$3,600 to Cross Construction. Roll call vote; "ayes" Trustees Mumma, Messman, Sappenfield, Pioletti and Brady. Motion passed unanimously.

It was noted the outside temperature should be around 45 degrees when the crack & seal is completed. Dave A. commented the Washington Street project near Cleveland for drainage was marked Monday. President Franks noted the culvert installation and work at Cleveland and VanBuren was completed and they did a good job.

Village Attorney: No items or comments.

Village Maintenance: Dave Traxler reported one building permit for September. Dave T. also commented that the culverts are done and are good. Bids for replacement of the south gym doors were presented for review. Trustee Steve Sappenfield made a motion, seconded by Trustee Pat Pioletti, to approve the bid from Arrow Glass n the amount of \$2,643.91(times 2) to replace both sections of doors. Roll call vote; “ayes” Trustees Mumma, Messman, Sappenfield, Pioletti and Brady. Motion passed unanimously. December 1<sup>st</sup> will be the last brush pickup. Dave T. will contact Richards Tree Service about the tree and will contact regarding the brush pile. We should be okay on salt. President Franks told Dave he’s glad all is good and that he is back and wants him to take it easy.

Village Treasurer: Kevin presented the balance sheet and income statement reports to the Board stating they look standard and normal. Trustee Sappenfield commented there were no budget entries for income categories on the report. Judy stated estimate of revenues are no longer required, but said she could enter the prior yearend amounts for reports going forward.

Old Business: The approval of the updated Zoning Ordinance, Subdivision Ordinance and Fee Schedule were presented. Trustee Sappenfield questioned some of the items on the fee schedule. There were comments that a survey was completed including Tolono and Savoy and they (fees) are not high. Trustee Pioletti indicated they wanted to find something reasonable. Trustee Sappenfield feels more detail is needed and it was noted that the Ordinance is (detailed) and refers to the fee schedule. Trustee Pat Pioletti made a motion, seconded by Trustee Brady, to approve the Fee Schedule. Attorney Miller asked if the public hearing was a continuance, and if not, the Board could not act on this tonight. President Franks was frustrated about the situation and stated we need to be more on top of it and clean up the process. Attorney Miller apologized and instructed Trustee Pioletti that he should withdrawal his motion. Trustee Pioletti withdrew his motion. The ad (notice) will be sent to Marc Miller to ensure it has the correct format reflecting the Public Hearing to be at 7:00 p.m. President Franks asked if ordinances okay, both ordinances? Janet Decker verified that Marc Miller’s office is to do notices.

The Safe Route to School grant will require surveys that will be sent to St. Thomas School, Unity East, Unity Junior High and the superintendent. A tally sheet will also need to be kept. President Franks and Trustee Mumma looked at possible areas for the sidewalks and noted some existing sidewalks are not connected. For the project they could be filled in, but doing them piecemeal would drive-up costs. Trustee Pioletti commented that radius is not path to school and feels choice is between close to school or reasonable stretch of sidewalk. President Franks commented he is surprised even in Chicago communities residents share cost with village.

New Business: The REFMC report was presented.

President Franks said the Village hasn’t replaced any trees for a couple of years. When we do plant, he wants to be sure water boots are used. There used to be a program to purchase trees, but now all our cost. We should try to get larger trees. Trustee Pioletti suggested hardwoods as they are better trees. Dave Atchley has a list of approved trees and suggested no more than 20% of the same kind of tree. Trustee Sappenfield suggested contacting Chuck Sollers. Trustee Brady added we need to get multiple species.

The Hugs & Bugs lease was presented. The only change to the prior lease is a \$50.00 per month increase in rent, making the rental monthly amount \$1,890.00. Trustee Pat Pioletti made a motion, seconded by Trustee Paul Brady, to approve the lease with Hugs & Bugs Daycare for Village property as

presented and authorize the mayor to execute it. Roll call vote; “ayes” Trustees Mumma, Messman, Sappenfield, Pioletti and Brady. Motion passed unanimously.  
The bathroom floors and walls will be done.

Miscellaneous Discussion:

Trustee Brady-Nothing

Trustee Pioletti-Nothing

Clerk Kirby-Mentioned Trustees Brady, Garrett and Messman are up for re-election in 2019. Information was forwarded via email regarding petition forms. Filing period is December 10-17, 2018, to Village office.

Trustee Sappenfield-Water service to start tomorrow or Friday for three homes in Willow Run subdivision. Trash cans can be removed from ball diamond, but leave one at Hazen Park.

Trustee Messman-Nothing

Trustee Mumma-Nothing

President Franks-Clean Up Day saved one dumpster at \$575; had 7 dumpsters and 3 electronic trailers.

Trustee Pioletti added the event was well organized and had a great crew.

Motion to Adjourn: Trustee Sappenfield made a motion, seconded by Trustee Messman, to adjourn the meeting. Voice vote, all “aye’s” meeting adjourned at 8:30 p.m.

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VILLAGE CLERK

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VILLAGE PRESIDENT