

**PROCEEDINGS OF THE ROXANA VILLAGE BOARD**

January 7, 2019

The regular meeting of the Roxana Village Board was called to order by Mayor Reynolds, at 6:30 p.m. in the Council Room of the Roxana Village Hall, 400 S. Central, Roxana, Illinois.

Mayor Reynolds asked Clerk to call roll.

The following members were present: Smith, Raymond, Groppe, Kelly, White, LaTempt and Attorney Phil Lading.

A motion was made by LaTempt and seconded by Groppe to approve the minutes of the Village Board meeting of 12/17/18, with corrections as noted. The vote was:

AYE: Smith, Raymond, Groppe, White, LaTempt and Kelly

ABSENT:

NAY: None

Motion carried.

A motion was made by Kelly and seconded by Raymond to approve the minutes of the Executive Session Minutes of 12/17/18. The vote was:

AYE: Smith, Raymond, Groppe, White, LaTempt and Kelly

ABSENT:

NAY: None

Motion carried.

A motion was made by Smith and seconded by Raymond to approve the Treasurers Report of 12/17/18. The vote was:

AYE: Smith, Raymond, Groppe, White, LaTempt and Kelly

ABSENT:

NAY: None

Motion carried.

Riverbend Growth Assoc fees questioned. Will be removed until cost can be negotiated. A motion was made by Kelly and seconded by Groppe to approve the bill list and authorize payment of bill list.

AYE: Smith, Raymond, Groppe, White, LaTempt and Kelly

ABSENT:

NAY: None

Motion Carried

**GENERAL FUND**

|                                |            |
|--------------------------------|------------|
| BALANCE IN FUND 12/17/18       | 826,971.16 |
| RECEIPTS                       | 6,823.76   |
| EXPENDITURES                   | 48,154.03  |
| BALANCE IN MONEY MARKET 1/7/19 | 785,640.89 |

**FIRE PROTECTION FUND**

|  |            |
|--|------------|
| BALANCE IN FUND 12/17/18                           | 182,386.65 |
| RECEIPTS   | 12,937.19  |
| TRANSFER FROM SPECIAL REVENUES – operating expense | 00.00      |
| EXPENDITURES                                       | 17,214.15  |
| BALANCE IN MONEY MARKET                            | 178,109.69 |
| Interest   | .05        |
| BALANCE IN FUND 1/7/19                             | 178,109.79 |

**RECREATION FUND**

|                          |            |
|--------------------------|------------|
| BALANCE IN FUND 12/17/18 | 103,792.01 |
| RECEIPTS                 | 531.04     |
| EXPENDITURES             | 6,803.43   |
| BALANCE IN FUND 1/7/19   | 97,519.62  |

**PUBLIC IMPROVEMENT FUND**

|  |              |
|--|--------------|
| BALANCE IN FUND 12/17/18                 | 553,171.02   |
| RECEIPTS                                 | 792,602.32   |
| EXPENDITURES                             | 1,686.90     |
| BALANCE IN FUND 1/7/19                   | 553,171.02   |
| INVESTED FUNDS – CERTIFICATES OF DEPOSIT | 350,002.91   |
| INTEREST                                 | 00.00        |
| TOTAL IN PUBLIC IMPROVEMENT FUND         | 1,629,089.35 |

**REFUSE FUND**

|                                  |            |
|----------------------------------|------------|
| BALANCE IN FUND 12/17/18         | 24,883.65  |
| RECEIPTS                         | 624.46     |
| **TRANSFER FROM SPECIAL REVENUES | 100,000.00 |
| EXPENDITURES                     | 13,139.71  |
| BALANCE IN FUND 1/7/19           | 125,508.11 |

**WATER O & M**

|  |            |
|--|------------|
| BALANCE IN FUND 12/17/18               | 606,815.93 |
| RECEIPTS                               | 40,574.95  |
| EXPENDITURES                           | 38,947.91  |
| BALANCE IN FUND 1/7/19                 | 608,442.91 |
| INVESTED FUNDS – CERTICATES OF DEPOSIT | 144,176.90 |
| TOTAL IN WATER O & M                   | 752,619.87 |

**WATER PLANT CAPITAL EXPENDITURES**

|                          |            |
|--------------------------|------------|
| BALANCE IN FUND 12/17/18 | 255,958.10 |
| RECEIPTS                 | 00.00      |
| EXPENDITURES             | 00.00      |
| BALANCE IN FUND 1/7/19   | 255,958.10 |

**WATER METER DEPOSIT FUND**

|                           |           |
|---------------------------|-----------|
| BALANCE IN FUND 12/17/18  | 55,383.29 |
| RECEIPTS – METER DEPOSITS | 400.00    |
| EXPENDITURES              | 355.02    |
| BALANCE IN FUND 1/7/19    | 55,428.27 |

**SOCIAL SECURITY FUND**

|                                |            |
|--------------------------------|------------|
| BALANCE IN FUND 12/17/18       | 103,495.46 |
| RECEIPTS                       | 499.58     |
| TRANSFER FROM Special Revenues | 00.00      |
| EXPENDITURES                   | 7,137.81   |
| BALANCE IN FUND 1/7/19         | 96,857.23  |

**IMRF FUND**

|                                  |            |
|----------------------------------|------------|
| BALANCE IN MONEY MARKET 12/17/18 | 154,723.17 |
| RECEIPTS                         | 789.68     |
| EXPENDITURES                     | 24,685.86  |
| BALANCE IN FUND 1/7/19           | 130,826.99 |

**SPECIAL REVENUES FUND**

|  |               |
|--|---------------|
| BALANCE IN FUND 12/17/18               | 7,779,500.39  |
| RECEIPTS                               | 182,474.36    |
| EXPENDITURES                           | 112,795.00    |
| BALANCE IN FUND 1/7/19                 | 7,849,179.75  |
| ILLINOIS FUNDS MONEY MARKET            | .04           |
| INVESTED FUNDS-CERTIFICATES OF DEPOSIT | 3,566,143.07  |
| TOTAL IN SPECIAL REVENUES FUND         | 11,415,322.86 |

**WASTE WATER TREATMENT PLANT**

|                                 |            |
|---------------------------------|------------|
| BALANCE IN FUND 12/17/18        | 100,511.39 |
| RECEIPTS                        | 00.00      |
| **TRANSFER FROM SPECIAL REVENUE | 00.00      |
| EXPENDITURES                    | 33,834.76  |
| BALANCE IN FUND 1/7/19          | 66,676.63  |

**UNEMPLOYMENT INSURANCE FUND**

|   |          |
|---|----------|
| BALANCE IN MONEY MARKET 12/17/2018      | 7,119.99 |
| RECEIPTS                                | 22.62    |
| EXPENDITURES                            | 12.75    |
| BALANCE IN UNEMPLOYMENT INS FUND 1/7/19 | 7,123.86 |

**WORKMAN'S COMP FUND**

|                                    |           |
|------------------------------------|-----------|
| BALANCE IN MONEY MARKET 12/17/2018 | 43,327.87 |
| RECEIPTS                           | 531.04    |
| EXPENDITURES                       | 00.00     |
| BALANCE IN FUND 1/7/19             | 43,858.91 |

**MOTOR FUEL TAX FUND**

|                                  |           |
|----------------------------------|-----------|
| BALANCE IN MONEY MARKET 12/17/18 | 61,234.60 |
| RECEIPTS                         | 00.00     |
| EXPENDITURES                     | 19,970.00 |
| BALANCE IN FUND 1/7/19           | 41,264.60 |

**MAYORS COMMENTS:**

- Ad placed in Telegraph for submission of bids for the McCurdy St. project.
- Mayor to secure \$15K Grant to assist in the purchase of a new Leaf Vac, this is due on/or before 1/11/19
- FGM continues to work with the Mechanical/Civil engineers for the water line project at the Community Center, Village Hall relocation.
- Financing has been discussed with Atty Lading, may finance half and pay cash for half.
- Approximately \$3 Million still owed on the water plant, will look into acceleration of payments
- JCM's to be held in odd months beginning in January
- Received request for reconsideration from US Solar, Mayor to provide additional info at next meeting
- Hoxsey is putting together a list of surplus items that will need to be discarded
- Thenes property needs to be cleaned up, may be possible to burn some of the debris
- Crays, The Barn Store, to bring in concrete crusher to eliminate rebar as this is considered solid waste

**GUESTS – Nothing**

**Department Heads:**

Police Chief Cunningham had nothing to discuss.

Fire Chief Trask advised that bodywork continues on the Fire Truck.

Wilkey advised that Odesco to clean sewage lines from McCurdy lift station to 7<sup>th</sup> St at Delux Diner. Problems continue with the generator disconnect switch on Wagon Wheel.

Wegman provided estimate for a to cover to protect from the weather. Module was installed Aug, 2018 approximate cost to replace, \$6800 w/o labor.

Wegman to complete electrical at the McCurdy Lift station.

Approval for 8<sup>th</sup> street project to be on January 21, 2019 agenda.

Diveley advised that the Chaeffer repair has been completed, patching will be needed to completely repair.

Hoxsey advised that the leaf vac and the lift have both been returned and are in working order. Christmas lights to be taken down 1/8/19.

Hoxsey also advised that B-Line will begin the painting of curbs and elevations, weather permitting.

**ADMINISTRATIVE**

A motion was made by Kelly and seconded by White to approve Resolution Authorizing Village Pres to apply for Madison Cty Resource Mgmt. Grant Fund for Leaf Vac System.

AYE: Smith, Raymond, Groppe, White, LaTempt and Kelly

ABSENT:

NAY: None

Motion Carried

## **PUBLIC SAFETY**

A motion was made by Smith and seconded by Raymond to approve the Chief Trask to attend Fire Inspector I Training 3/25-3/29, 2019. Cost \$400

AYE: Smith, Raymond, Groppe, White, LaTempt and Kelly

ABSENT:

NAY: None

Motion Carried

A motion was made by Smith and seconded by Raymond to approve the Chief Trask to purchase 2 seats of bunker gear not to exceed \$6500.00

AYE: Smith, Raymond, Groppe, White, LaTempt and Kelly

ABSENT:

NAY: None

Motion Carried

A motion was made by Smith and seconded by Raymond to approve the Chief Cunningham to attend Criminal Justice Summit in Effingham, 2/27-28, 2019

AYE: Smith, Raymond, Groppe, White, LaTempt and Kelly

ABSENT:

NAY: None

Motion Carried

## **PUBLIC WORKS**

Call for Bids for the McCurdy St. Lift station due by 1/31/19 @ 10:00

## **COMMUNITY DEVELOPMENT –**

## **UNFINISHED BUSINESS-**

Nothing to discuss

With no further business to be discussed in regular session, a motion was made by Groppe and seconded by LaTempt to adjourn and move to Executive Session with additional discussion to be held in regular session.

The vote was:

AYE: Smith, Raymond, Groppe, White, LaTempt and Kelly

ABSENT:

NAY: None

Motion carried.

Time: 7:05 p.m.

Time: 7:25 p.m. Returned to Regular session to discuss secondary, part time employment of Fire Chief Trask. Police Chief Cunningham and Fire Chief Trask present as well as all board members.

Fire Chief Trask is asking for approval from the board to begin a secondary, part time position with the East Alton Fire Department as a firefighter to fill in for vacations and days off. Chief Trask was hired by East Alton Fire Department on January 2, 2019. This position, per Trask would be approximately 2 shifts per month to begin approximately the first of February.

These shifts would be 12 to 24-hour shifts. Chief Trask asked for approval to use his own fire gear and stated that if the gear is damaged it would be 100% covered under a replacement policy.

The board questioned the liability issues that may arise from this position. If Trask is injured while performing this secondary job how would that affect his full-time position with the Village of Roxana. It would appear that it would be paid sick leave from his current position with the Village of Roxana. Attorney Lading advised the board that the Village may have work comp exposure.

Trustee Smith is concerned that if the Village of Roxana would have a major incident arise while Chief Trask is at his second job how would that affect his participation as a Village employee. Trustee LaTempt also asked if Asst Chief Newberry and Captain Pence happened to be ill or needed an immediate day off how would this affect his second job. Chief Trask advised that he has discussed this with the Chief of East Alton and is understood that if this should occur, that Trask would leave that position to attend to his commitments to the Village of Roxana. Chief Trask stated that his first priority will always be to the Village.



Mayor asked Trask what prompted this event, Chief Trask states that the request is to assist in his own personal financial matters.

The Trustees state that there are many unanswered questions but find no excuse under the current employment policy, to tell him no. There may need to be a backup plan, if this should conflict or intrude with his current position. May need stipulations and or certain conditions applied.

Chief Cunningham will send some personnel policy information to Attorney John Gilbert to review and possibly provide the board with any additional suggestions. A poll of the trustees was taken, results were as follows.

Smith - Yes

Raymond - uncertain at this time

White - leery, but unable to deny

Kelly - Yes, unable to deny, considering the current employment policy

Groppel - No

LaTempt - unsure, but unable to deny

The board provided approval to Chief Trask to begin employment with the East Alton Fire Department and to use his own fire gear.

With no further discussion to be held during regular session, a motion to adjourn was made by Kelly and seconded by LaTempt.

The vote was:

AYE: Smith, Raymond, Groppel, White, LaTempt and Kelly

ABSENT:

NAY: None

Motion carried.

Time 7:57 p.m.

Kim Brenneise, Village Clerk

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