

**VILLAGE OF MARYVILLE  
WEDNESDAY, DECEMBER 10, 2014**

**CAUCUS MEETING MINUTES**

**6:30 PM Call to Order**

Mayor Gulledge called the Caucus Meeting of Wednesday, December 10, 2014 to order.

**6:30 PM Pledge of Allegiance**

Mayor Gulledge asked all to stand for the Pledge of Allegiance.

**6:30 PM Roll Call**

**Trustees Present:** Vallino, Schmidt, Bell, Kostyshock, Garcia, Short.

Also in attendance were Clerk Henry, Attorney Motil, Building & Zoning Administrator/Fire Chief Flaughner and Assistant Fire Chief Drobisch.

Mayor Gulledge, due to the lengthy agenda, asked all speakers to stay on point during the meeting.

**6:31 PM Minutes – November 12, 2014**

Mayor Gulledge called for approval of the minutes of the November 12, 2014 Caucus Meeting. Asked if there were any questions additions or subtractions to the minutes as prepared by the Deputy Clerk. There were none.

Motion to Approve, Moved by Short, Seconded by Schmidt.

Vote: Motion carried by unanimous roll call vote (summary: Yes = 6).

Yes: Vallino, Schmidt, Bell, Kostyshock, Garcia, Short.

**6:31 PM Chamber of Commerce**

Mayor announced Dawn Mushill was ill and would not be attending this evenings meeting. Noted she had forwarded some information to him which he will have included in the January 14, 2015 Caucus packets. Information includes summary of 2014 actions and a proposal for 2015. Mrs. Mushill is planning on attending the Caucus. Trustee Short asked if the Chamber had the 2015 calendar of events and if so, had the Village submitted any events. Mayor Gulledge answered, yes the Chamber has solicited event information and the Village has submitted items.

**6:33 PM Replace Firehouse Side Doors & Lock System**

Assistant Fire Chief Doug Drobisch addressed the Board and presented a proposal to purchase and install an electronic system for the fire house and also to replace doors which are rusted and no longer sealing properly. Stated projects were included in the budget. Reviewed 3 received bids for an Isonas system. Low bidder was Kintronics. Explained how the system operates and features included. Noted everyone will have a unique entry code for tracking purposes. Trustee Schmidt asked if anyone other than a fire department member will have a code. Was told not unless a need arises, then if so, the system will allow a temporary access code. Trustee Bell clarified that each member will have their own code, was told yes. Trustee Garcia asked which doors would be locked. Drobisch explained layout of building and entry system. Price is \$10,742 installed. Trustee Short stated \$10,000 was included in the budget for this. All Trustees were ok with purchase. Will be on next week's Board agenda for approval.

Drobisch asked to discuss replacing the north and south garage bay doors. Stated there have been numerous repeating problems and repair issues. Noted the replacement was included on the 2014/2015 Wish List. Gulledge requested Drobisch and Flaughter to obtain prices and meet with him and Trustee Short. Problems are doors and the openers. Drobisch asked for approval to prepare a request for a proposal. Approval was given.

#### **6:46 PM Grant from the Office of the State Fire Marshall**

Fire Chief Kevin Flaughter stated the fire department has received a grant for \$25,995 for purchase of rescue tools from the State Fire Marshall's office. Noted there is a grant agreement that needs to be signed, there will be a resolution next meeting to authorize the Mayor to sign. Thanked Assistant Chief Drobisch for work done on the grant application. Grant is 100%, not a matching fund grant. Discussion followed regarding the grant funding procedures. Gulledge also thanked Drobisch for work on application also thanked local legislators (Haine and Kay) for sending letters of recommendation on behalf of the Fire Department. Flaughter described the equipment they intend to purchase with the grant funds.

#### **6:54 PM ADA Transition Plan**

Flaughter stated there will be resolution next meeting to adopt a self-evaluation ADA transition plan. Noted without this being adopted, Village would not be eligible for any future grant funding. Once plan is adopted Village has 1 year to complete the evaluation and have an implementation plan completed. Implementation plan can be spread out over numerous years. Noted the ADA Plan must include all Village properties. Mayor noted some improvements have already been made with the remodel at the Community Center. Flaughter stated plan will prioritize the improvements.

#### **7:03 PM Planning Commission Meeting**

Flaughter stated the Planning Commission met on December 1<sup>st</sup> to review the preliminary plan submittal from McDonald's. Juneau has reviewed the plans and had a few minor revisions. Stated the Planning Commission recommended that the Board pass a resolution to approve the preliminary development plan.

#### **7:07 PM Ordinance Establishing a Public Hearing for TIF District**

Trustee Schmidt stated an ordinance needs to be passed as the next step in the process of establishing a TIF District. The ordinance will be presented at next week's Board meeting. Schmidt asked Attorney Motil to contact Keith Moran for clarification regarding the time frame instructions in the ordinance for publication of the notice of the public hearing. Motil will contact Moran for clarification and make any necessary edits to the ordinance.

#### **7:10 PM 2014 Tax Levy**

Trustee Schmidt noted EAV for the Village was reduced from last year by \$3 million. Because of this reduction, some funds had to be reduced in order to keep tax rate close to previous year's rate for the property owners. Treasurer Henry identified the funds/levy line items (Liability Insurance, IMRF and Social Security) that were reduced from the estimate needed. Stated plan is to underfund these line items on the levy so that the tax rate would only be slightly higher than last year's. If these line items end up in a deficit at the end of the fiscal year, funds will be transferred from the General Fund to cover the deficit. If the General Fund does not have enough surplus to cover the deficits, the Finance Committee will ask the Board for approval to cash in one of the smaller CD's to cover the shortage. Finance Committee did not want to pass a

large tax increase on to the Village property owners since the Village has savings in the form of CD's. Trustees were ok with levy as presented.

**7:34 PM Public Works Committee Recommendation Regarding Water & Sewer Rates**

Mayor Gulledge discussed the water and sewer rate study prepared by Henry and how it is reviewed by the Public Works Committee each year. Trustee Kostyshock commented that we have continued to improve our water plant over the past several years as opposed to local communities that are now in a position requiring them to either build a new plant or make major renovations. The Village is currently up to date. Kostyshock stated the recommendation from the Public Works Committee is to keep rates the same, no increase for water or sewer usage rates

**7:43 PM Fire Call Pay**

Trustee Short presented the point totals for the period of December 2013 through November 2014. Noted a stricter participation policy has been instituted which attributes to more members being eligible for payment. Stated the budget for fire call pay was \$70,000. Payment total is \$75,701.86. Short stated due to the budget shortfall, he does not advocate an increase to the per point rate. Discussion followed regarding the increased participation by the fire department members and the Board's appreciation of their efforts. Board decided to keep the point rate at \$2.20.

**7:53 PM Water Service & Pre-Annexation Agreement: 116 Appletree Lane, Glen Carbon**

Attorney Motil noted this is the standard Village agreement. Public Hearing will be at 6:15 p.m. next Board Meeting.

**7:53 PM Annexations**

5780 Old Keebler Road, 110 Hillside Court and #2 Harmin Lane. These are properties that have become contiguous to the Village. Attorney Motil had sent letters to the property owners informing them of this fact and requesting they complete the paperwork to voluntarily annex, which all 3 have done.

**7:54 PM Annexation: 2919 N. Center Street**

Attorney Motil explained this property was part of a strip mall that according to County records was not in the Village. The owners have voluntarily agreed to annex this portion of the strip mall to correct the County records.

**7:56 PM Calendar Updates**

12/11 Museum meeting; 12/15 Park meeting has been cancelled; Fire Pension Board meeting 12/15; 12/16 Holiday Lighting contest; 12/17 Board meeting.

**7:58 PM Public Input**

There was none.

**7:58 PM To Do List – Mayor**

There were no comments.

**7:58 PM Trustee Comments**

Trustee Bell noted the Community Center floor tile is in, counter top is being worked on, trim work in restrooms being done. Appliances have been purchased and delivered.

**8:00 PM Mayor Comments**

No comments.

Mayor Gullledge called for a motion to go to Closed Session under 5 ILCS 120/2(c)(11): Probable or Imminent Litigation/Legal Action and 5 ILCS 120/2(c)(21) – Discussion of minutes of meetings lawfully closed under this Act, for the purpose of review of the minutes as mandated by Section 2.06.

**8:00 PM** Motion to enter Closed Session, Moved by Schmidt, Seconded by Bell.

Vote: Motion carried by unanimous roll call vote (summary: Yes = 6).

Yes: Vallino, Schmidt, Bell, Kostyshock, Garcia, Short.

**8:30 PM** Motion to come out of Closed Session, Moved by Schmidt, Seconded by Vallino.

Vote: Motion carried by unanimous roll call vote (summary: Yes = 6).

Yes: Vallino, Schmidt, Bell, Kostyshock, Garcia, Short.

**8:30 PM Adjournment**

There being no further business to come before this meeting, Mayor Gullledge called for a motion to adjourn.

Motion to Adjourn, Moved by Bell, Seconded by Schmidt.

Vote: Motion carried by unanimous roll call vote (summary: Yes = 6).

Yes: Vallino, Schmidt, Bell, Kostyshock, Garcia, Short.

**8:30 PM Meeting Adjourned.**

Respectfully submitted,

Jolene R. Henry  
Village Clerk