

**VILLAGE OF VOLO  
MINUTES OF THE REGULARLY SCHEDULED  
BOARD OF TRUSTEE MEETING  
JUNE 10, 2008**

7:30 P.M.: Meeting was Called to Order  
Pledge to the Flag  
Roll Call

Present: President Burnell Russell  
Trustee Crow  
Trustee Evans  
Trustee Porter  
Trustee Wagner  
Trustee Wegener

Absent: Trustee Buschick

President Russell declared a quorum present.

Other Staff in attendance were Village Administrator Ken Buchardt, Village Attorney Nancy Harbottle, Village Engineer Bud Reed, Village Planner Jon Wildenberg, Village Technical Administrator Eric Tison, Village Treasurer Cheryl Grolle and Village Clerk Judith Rutishauser. Also present were members of the public. (See attached sign in sheet.)

**APPROVAL OF MINUTES**

Minutes of the May 13, 2008 Regularly Scheduled Board of Trustees meeting were presented for review and approval.

**MOTION WAS MADE BY TRUSTEE PORTER AND SECONDED  
BY TRUSTEE WEGENER TO APPROVE THE MINUTES AS  
PRESENTED. ROLL CALL VOTE:**

<b>TRUSTEE BUSCHICK</b>	<b>ABSENT</b>
<b>TRUSTEE CROW</b>	<b>AYE</b>
<b>TRUSTEE EVANS</b>	<b>ABSTAIN</b>
<b>TRUSTEE PORTER</b>	<b>AYE</b>
<b>TRUSTEE WAGNER</b>	<b>AYE</b>
<b>TRUSTEE WEGENER</b>	<b>AYE</b>

**AYES – 4, NAYS – 0, ABSENT – 1, ABSTAIN - 1**

**PRESIDENT RUSSELL DECLARED THE MOTION APPROVED.**

7:35 Trustee Buschick arrived at the meeting.

**TREASURER’S REPORT – VILLAGE TREASURER CHERYL GROLLE**

Village Treasurer Cheryl Grolle reviewed the Treasurer’s Report with the Board of Trustees.

**STATEMENT OF ASSETS**

<b>General Fund</b>	<b>\$ 657,310.55</b>
<b>Water Operations Fund</b>	<b>29,887.08</b>
<b>Water Construction Fund</b>	<b>1,478,692.20</b>
<b>Impact Fee Fund</b>	<b><u>1,503,105.92</u></b>
<b>TOTAL VILLAGE ASSETS</b>	<b>\$3,668,995.75</b>

**TRUST & AGENCY OUTSTANDING SUMMARY**

<b>TOTAL</b>	<b>\$ 151,116.05</b>
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**PROFIT & LOSS REPORT**

<b>General Fund Net Loss</b>	<b>\$ - 60,448.29</b>
<b>Water Operations Fund Net Income</b>	<b>35,909.07</b>
<b>Impact Fee Fund Income</b>	<b>191,216.99</b>
<b>Impact Fee Fund Expense</b>	<b>- 298,882.01</b>
<b>Water Construction Fund Income</b>	<b>2,936.26</b>
<b>Water Construction Fund Expense</b>	<b>- 15,875.00</b>

**ACCOUNTS PAYABLE SUMMARY**

General Fund	\$ 67,017.74
Water Operations Fund	24,287.97
Water Construction Fund	350.00
Impact Fee Fund	<u>7,743.87</u>
	\$ 99,399.58

**MOTION WAS MADE BY TRUSTEE CROW AND SECONDED BY TRUSTEE PORTER TO ACCEPT THE STATEMENT OF ASSETS, THE TRUST AND AGENCY OUTSTANDING SUMMARY AND THE PROFIT AND LOSS REPORT AND PLACE IT ON FILE. VOICE VOTE: ALL AYES.**

**PRESIDENT RUSSELL DECLARED THE MOTION APPROVED.**

**MOTION WAS MADE BY TRUSTEE EVANS AND SECONDED BY TRUSTEE WAGNER TO PAY BILLS AS PRESENTED IN THE AMOUNT OF \$99,399.58. ROLL CALL VOTE:**

TRUSTEE BUSCHICK	AYE
TRUSTEE CROW	AYE
TRUSTEE EVANS	AYE
TRUSTEE PORTER	AYE
TRUSTEE WAGNER	AYE
TRUSTEE WEGENER	AYE

**AYES – 6, NAYS – 0**

**PRESIDENT RUSSELL DECLARED THE MOTION APPROVED.**

Discussion followed regarding outstanding balances in the Trust and Agency Accounts. Trustee Wagner suggested that a report be included in the monthly Treasurer's report, reflecting any recent payments made to these accounts.

**OFFICE REPORT – VILLAGE CLERK JUDITH RUTISHAUSER**

Village Clerk Judith Rutishauser reviewed the Office Report with the members of the Board of Trustees.

**MOTION WAS MADE BY TRUSTEE PORTER AND SECONDED BY TRUSTEE WEGENER TO ACCEPT THE OFFICE REPORT AS PRESENTED AND PLACE IT ON FILE. VOICE VOTE: ALL AYES.**

**PRESIDENT RUSSELL DECLARED THE MOTION APPROVED.**

**ADMINISTRATOR’S REPORT – VILLAGE ADMINISTRATOR KEN BUCHARDT**

The Village Administrator’s Report was reviewed by the Board.

Village Administrator Buchardt reported that a storm sewer structure which had collapsed at Castle Gardens Nursery on Volo Village Road, had been repaired, but due to recent heavy rains, it needed to be pumped out and cleaned before it could be blacktopped.

**MOTION WAS MADE BY TRUSTEE WEGENER AND SECONDED BY TRUSTEE PORTER TO ACCEPT THE REPORT BY THE VILLAGE ADMINISTRATOR AND PLACE IT ON FILE. VOICE VOTE: ALL AYES.**

**PRESIDENT RUSSELL DECLARED THE MOTION APPROVED.**

**COMMENTS FROM RESIDENTS**

There were no comments at this time.

**COMMENTS FROM GUESTS OUTSIDE VILLAGE**

There were no comments at this time.

**PRESIDENT’S REPORT**

1. Presentation of Recognition Plaque for Yvonne Maassel

Village President Russell read aloud the inscription on a plaque which he then presented to Trustee Crow for her mother, Yvonne

Maassel, a former Plan Commission member, who could not be present to accept the plaque. President Russell expressed the gratitude of the entire Village for the many years of service Yvonne had so generously spent serving as a member of the Village of Volo Plan Commission.

Village President Russell spoke to the Trustees regarding a report from the Illinois Municipal League, which had been distributed to them for review and information.

**MOTION WAS MADE BY TRUSTEE PORTER AND SECONDED BY TRUSTEE CROW TO APPROVE THE PRESIDENT'S REPORT AS PRESENTED. VOICE VOTE: ALL AYES.**

**PRESIDENT RUSSELL DECLARED THE MOTION APPROVED.**

**ATTORNEY'S REPORT**

Village Attorney Nancy Harbottle deferred her report to the Ordinances, Resolutions and Motions to be Considered section of the agenda.

**VILLAGE ENGINEER'S REPORT – VILLAGE ENGINEER BUD REED**

Village Engineer Bud Reed had nothing to report at this time.

**ORDINANCES, RESOLUTIONS AND MOTIONS TO BE CONSIDERED**

1. Motion to Approve Resolution No. 141, a Resolution Re: Prevailing Wages, 2008-2009 – Lake County, Illinois

Village Attorney Nancy Harbottle reviewed the Resolution with the members of the Board.

**MOTION WAS MADE BY TRUSTEE WAGNER AND SECONDED BY TRUSTEE BUSCHICK TO APPROVE RESOLUTION NO. R-08-141 – A RESOLUTION RE: PREVAILING WAGES, 2008-2009 – LAKE COUNTY, ILLINOIS**

**ROLL CALL VOTE:**

<b>TRUSTEE BUSCHICK</b>	<b>AYE</b>
<b>TRUSTEE CROW</b>	<b>AYE</b>
<b>TRUSTEE EVANS</b>	<b>AYE</b>
<b>TRUSTEE PORTER</b>	<b>AYE</b>

**TRUSTEE WAGNER  
TRUSTEE WEGENER**

**AYE  
AYE**

**AYES – 6, NAYS – 0**

**PRESIDENT RUSSELL DECLARED THE MOTION APPROVED.**

2. Motion to approve Ordinance No. 0-08-382 – An Ordinance Amending the Zoning Ordinance Article 11 – Sign Regulations

Village Planner Jon Wildenberg reviewed the Ordinance with the Board of Trustees.

After some discussion, the Board decided to delete Section 2 b. which reads as follows:

“All other applications shall be considered through the approval and issuance of a Special Use Permit which shall be subject to the following additional standards and the standards for Special Uses set forth in Section 3.10.2.f:

1. All such lighting or tubing shall be included as part of the total allowable sign area permitted.
2. Each linear foot of such lighting or tubing shall be considered as two (2) square feet of sign area; and if used to accent or outline an architectural feature (including but not limited to: windows, doorways, building walls, etc.), the gross area of the entire architectural feature shall be calculated and included as part of the total sign area.
3. If located outside of a sign face, such lighting or tubing shall be integral to the architectural design of the building or sign and have a logical and complementary relationship to the building or sign elevation. Such lighting or tubing should not be applied solely to attract the attention of passing motorists.
4. Such lighting or tubing shall not be placed on any building elevation which faces and is within 100 feet of a residential use.”

Discussion followed.

**MOTION WAS MADE BY TRUSTEE EVANS AND SECONDED BY TRUSTEE BUSCHICK TO APPROVE ORDINANCE 0-08-382 – AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE VILLAGE OF VOLO ARTICLE 1 – SIGN REGULATIONS (AMENDING PARAGRAPH b. OF SECTION 11.7.5 – AUTOMATIC CHANGING SIGNS AND CHANGEABLE COPY SIGNS: GROUND SIGNS AND ADDING NEW SECTION 11.7.6 EXPOSED NEON, NEON TUBING, LED TUBING, SERIES LIGHTING AND OTHER SIMILAR APPLICATIONS) WITH THE DELETION OF SECTION 2 b.**

**ROLL CALL VOTE:**

<b>TRUSTEE BUSCHICK</b>	<b>AYE</b>
<b>TRUSTEE CROW</b>	<b>AYE</b>
<b>TRUSTEE EVANS</b>	<b>AYE</b>
<b>TRUSTEE PORTER</b>	<b>AYE</b>
<b>TRUSTEE WAGNER</b>	<b>AYE</b>
<b>TRUSTEE WEGENER</b>	<b>AYE</b>

**AYES – 6, NAYS – 0**

**PRESIDENT RUSSELL DECLARED THE MOTION APPROVED.**

3. Motion to Approve the proposal from Manhard Consulting, Inc. to prepare a Notice of Intent for Discharges from Small Municipal Storm Sewer Systems for the IEPA.

Village Engineer Bud Reed explained the letter regarding a proposal to provide NOI for inclusion in the Illinois NPDS Phase II MS4 Program, which had been previously provided to the Board members for their review.

**MOTION WAS MADE BY TRUSTEE CROW AND SECONDED BY TRUSTEE WAGNER TO APPROVE THE PROPOSAL FROM MANHARD, INC. TO PROVIDE NOTICE OF INTENT FOR INCLUSION IN THE ILLINOIS NPDES PHASE II MS4 PROGRAM AT A COST OF \$2,500.00.**

**ROLL CALL VOTE:**

<b>TRUSTEE BUSCHICK</b>	<b>AYE</b>
<b>TRUSTEE CROW</b>	<b>AYE</b>
<b>TRUSTEE EVANS</b>	<b>AYE</b>
<b>TRUSTEE PORTER</b>	<b>AYE</b>
<b>TRUSTEE WAGNER</b>	<b>AYE</b>
<b>TRUSTEE WEGENER</b>	<b>AYE</b>

**AYES – 6, NAYS – 0**

**PRESIDENT RUSSELL DECLARED THE MOTION APPROVED.**

4. Motion to Approve the proposal from Manhard Consulting, Inc. for Monitoring the Water Quality in Fischer Lake and Fish Lake.

**MOTION WAS MADE BY TRUSTEE WEGENER AND  
SECONDED BY TRUSTEE WAGNER TO APPROVE THE  
CONTRACT FOR ADDITIONAL WATER QUALITY MONITORING  
- FISH LAKE DRAIN WATERSHED 2008 MONITORING  
PROGRAM, VOLO, ILLINOIS**

<b>TRUSTEE BUSCHICK</b>	<b>AYE</b>
<b>TRUSTEE CROW</b>	<b>AYE</b>
<b>TRUSTEE EVANS</b>	<b>AYE</b>
<b>TRUSTEE PORTER</b>	<b>AYE</b>
<b>TRUSTEE WAGNER</b>	<b>AYE</b>
<b>TRUSTEE WEGENER</b>	<b>AYE</b>

**AYES – 6 NAYS – 0**

**PRESIDENT RUSSELL DECLARED THE MOTION APPROVED.**

5. Motion to Approve Ordinance 0-08-383 – An Ordinance Authorizing and Providing for an Installment Purchase Agreement with Chase Bank for the purpose of paying the costs of certain capital projects of the Village, and authorizing and providing for the issue of a not to exceed \$2,000,000.00 Debt Certificate.

Village Attorney Nancy Harbottle reviewed the Agreement with the Board of Trustees.

Discussion followed regarding the pre-payment penalty. Village Attorney Nancy Harbottle agreed to verify the conditions of the agreement.

**MOTION WAS MADE BY TRUSTEE PORTER AND SECONDED BY TRUSTEE WEGENER TO APPROVE ORDINANCE #0-08-383 AN ORDINANCE AUTHORIZING AND PROVIDING FOR AN INSTALLMENT PURCHASE AGREEMENT WITH CHASE BANK FOR THE PURPOSE OF PAYING THE COSTS OF CERTAIN CAPITAL PROJECTS OF THE VILLAGE, AND AUTHORIZING AND PROVIDING FOR THE ISSUE OF A NOT TO EXCEED \$2,000,000.00 DEBT.**

**ROLL CALL VOTE:**

<b>TRUSTEE BUSCHICK</b>	<b>AYE</b>
<b>TRUSTEE CROW</b>	<b>AYE</b>
<b>TRUSTEE EVANS</b>	<b>AYE</b>
<b>TRUSTEE PORTER</b>	<b>AYE</b>
<b>TRUSTEE WAGNER</b>	<b>AYE</b>
<b>TRUSTEE WEGENER</b>	<b>AYE</b>

**AYES – 6 NAYS – 0**

**PRESIDENT RUSSELL DECLARED THE MOTION APPROVED.**

6. Motion to Approve the final Site Plan and other final plans, for Consumers Credit Union – Lot 2, Volo Crossing Subdivision

President Russell stated that there would be no action on this motion tonight.

7. Motion to Repeal Ordinance No. 0-08-381 – Budget and Appropriations Ordinance (2008-2009) passed on May 27, 2008

Village Attorney Nancy Harbottle explained that the revenue from the \$2,000,000.00 had not been included in the Budget and Appropriations which were approved on May 27, 2008. Therefore, the original Ordinance No. 0-08-381 needed to be repealed and the second ordinance approved in its place.

**MOTION WAS MADE BY TRUSTEE CROW AND SECONDED BY TRUSTEE WAGNER TO APPROVE ORDINANCE NO. 0-08-384 – AN ORDINANCE REPEALING VILLAGE OF VOLO ORDINANCE #0-08-381.**

**ROLL CALL VOTE:**

<b>TRUSTEE BUSCHICK</b>	<b>AYE</b>
<b>TRUSTEE CROW</b>	<b>AYE</b>
<b>TRUSTEE EVANS</b>	<b>AYE</b>
<b>TRUSTEE PORTER</b>	<b>AYE</b>
<b>TRUSTEE WAGNER</b>	<b>AYE</b>
<b>TRUSTEE WEGENER</b>	<b>AYE</b>

**AYES – 6, NAYS - 0**

**PRESIDENT RUSSELL DECLARED THE MOTION APPROVED.**

8. Motion to Approve Ordinance No, 0-08-385 – Budget and Appropriations Ordinance for Fiscal Year beginning May 1, 2008 and ending April 30, 2009.

Village Attorney Nancy Harbottle explained that this Ordinance had been revised by Village Treasurer Cheryl Grolle.

**MOTION WAS MADE BY TRUSTEE WAGNER AND SECONDED BY TRUSTEE CROW TO APPROVE ORDINANCE NO. 0-08-385 – BUDGET AND APPROPRIATIONS ORDINANCE FOR FISCAL YEAR BEGINNING MAY 1, 2008 AND ENDING APRIL 30, 2009.**

**ROLL CALL VOTE:**

<b>TRUSTEE BUSCHICK</b>	<b>AYE</b>
<b>TRUSTEE CROW</b>	<b>AYE</b>
<b>TRUSTEE EVANS</b>	<b>AYE</b>
<b>TRUSTEE PORTER</b>	<b>AYE</b>
<b>TRUSTEE WAGNER</b>	<b>AYE</b>
<b>TRUSTEE WEGENER</b>	<b>AYE</b>

**AYES – 6, NAYS – 0,**

**PRESIDENT RUSSELL DECLARED THE MOTION APPROVED.**

9. Motion to Approve an expenditure not to exceed \$19,500 for computer and operating software to read Village water meters. (Radio Read Vehicle Drive-by) from HD Supply Waterworks.

Village Technical Administrator Eric Tison explained that the meter reading system currently being used by the Village has limited capacity; therefore, the Village is considering purchasing a new

system which would be equipped to service the entire area of water meters to be read.

**MOTION WAS MADE BY TRUSTEE PORTER AND SECONDED BY TRUSTEE WAGNER TO APPROVE AN EXPENDITURE NOT TO EXCEED \$19,500 FOR COMPUTER AND OPERATING SOFTWARE TO READ VILLAGE WATER METERS (RADIO READ VEHICLE DRIVE-BY) FROM HD SUPPLY WATERWORKS.**

**ROLL CALL VOTE:**

<b>TRUSTEE BUSCHICK</b>	<b>AYE</b>
<b>TRUSTEE CROW</b>	<b>AYE</b>
<b>TRUSTEE EVANS</b>	<b>AYE</b>
<b>TRUSTEE PORTER</b>	<b>AYE</b>
<b>TRUSTEE WAGNER</b>	<b>AYE</b>
<b>TRUSTEE WEGENER</b>	<b>AYE</b>

**AYES – 6, NAYS – 0**

**PRESIDENT RUSSELL DECLARED THE MOTION APPROVED.**

10. Motion to Approve an Agreement with Lake County and certain other municipalities to seek to obtain Lake Michigan water for the Village and to contribute \$31,900.00 to provide the funds for a feasibility study.

Village Engineer Bud Reed reviewed a presentation which the Board members had heard in March, 2008 regarding supplying Lake Michigan water to communities in north and western Lake County. All of the communities involved in this project had been asked to commit funds in the amount of \$31,900 to cover the expenses incurred by the various studies required to proceed with the project.

**MOTION WAS MADE BY TRUSTEE CROW AND SECONDED BY TRUSTEE PORTER TO APPROVE AN AGREEMENT WITH LAKE COUNTY AND CERTAIN OTHER MUNICIPALITIES TO SEEK TO OBTAIN LAKE MICHIGAN WATER FOR THE VILLAGE AND TO CONTRIBUTE \$31,900 TO PROVIDE THE FUNDS FOR A FEASIBILITY STUDY.**

**ROLL CALL VOTE**

<b>TRUSTEE BUSCHICK</b>	<b>AYE</b>
<b>TRUSTEE CROW</b>	<b>AYE</b>
<b>TRUSTEE EVANS</b>	<b>AYE</b>
<b>TRUSTEE PORTER</b>	<b>AYE</b>
<b>TRUSTEE WAGNER</b>	<b>AYE</b>
<b>TRUSTEE WEGENER</b>	<b>AYE</b>

**AYES – 6, NAYS – 0**

**PRESIDENT RUSSELL DECLARED THE MOTION APPROVED.**

**WEBSITE**

Village Technical Administrator Eric Tison stated that he had nothing to report at this time.

**COMMENTS FROM BOARD MEMBERS**

Trustee Wagner proposed that the Village host a grant writing class at the Village Hall on July 21 and July 29 for any Board members wishing to attend. He suggested this matter be added to the agenda for the June 24, 2009 Board meeting for discussion.

**MOTION WAS MADE BY TRUSTEE PORTER AND SECONDED BY TRUSTEE WAGNER TO ADJOURN THE MEETING. VOICE VOTE: ALL AYES.**

9:05 P.M.: Meeting was adjourned.

**MINUTES SUBMITTED BY** \_\_\_\_\_  
**Judith T. Rutishauser, Village Clerk**

**MINUTES APPROVED ON** \_\_\_\_\_

