

**VILLAGE OF VOLO
MINUTES OF THE REGULARLY SCHEDULED
BOARD OF TRUSTEE MEETING
JULY 8, 2008**

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

Present: President Russell
Trustee Buschick
Trustee Porter
Trustee Wegener

Absent: Trustee Crow
Trustee Evans
Trustee Wagner

President Russell declared a quorum present.

Other Staff in attendance were Village Administrator Ken Buchardt, Attorney Nancy Harbottle, Village Engineer Peter Stoehr, 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

President Russell suggested to the Board that all of the minutes could be approved at the same time at the July 22, 2008 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

General Fund	\$ 1,511,177.33
Water Operations Fund	59,150.87
Water Construction Fund	1,453,134.80
Impact Fee Fund	<u>1,297,804.82</u>
TOTAL VILLAGE ASSETS	\$4,321,267.82

TRUST & AGENCY OUTSTANDING SUMMARY

TOTAL **\$ 126,567.97**

PROFIT & LOSS REPORT

General Fund Net Income **\$ 108,341.64**

Water Operations Fund Net Income **38,153.91**

Impact Fee Fund Income **227,297.44**

Impact Fee Fund Expense **- 398,350.09**

Water Construction Fund Income **14,978.86**

Water Construction Fund Expense **144,178.39**

MOTION WAS MADE BY TRUSTEE BUSCHICK AND SECONDED BY TRUSTEE PORTER TO APPROVE THE STATEMENT OF ASSETS, THE PROFIT AND LOSS REPORT AND THE TRUST AND AGENCY REPORT. VOICE VOTE: ALL AYES

PRESIDENT RUSSELL DECLARED THE MOTION APPROVED.

ACCOUNTS PAYABLE SUMMARY

General Fund **\$ 151,716.92**

Water Operations Fund **25,482.10**

Water Construction Fund **90,703.39**

Impact Fee Fund **84,305.22**

TOTAL **\$ 352,207.63**

MOTION WAS MADE BY TRUSTEE PORTER AND SECONDED BY TRUSTEE WEGENER, TO PAY BILLS AS PRESENTED IN THE AMOUNT OF \$352,207.63.

ROLL CALL VOTE:

PRESIDENT RUSSELL	AYE
TRUSTEE BUSCHICK	AYE
TRUSTEE CROW	ABSENT
TRUSTEE EVANS	ABSENT
TRUSTEE PORTER	AYE
TRUSTEE WAGNER	ABSENT
TRUSTEE WEGENER	AYE

AYES – 4, NAYS – 0, ABSENT - 2

PRESIDENT RUSSELL DECLARED THE MOTION APPROVED.

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 WEGENER AND SECONDED BY TRUSTEE PORTER 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

Village Administrator Ken Buchardt reviewed his report with the Board of Trustees.

In addition to his written Office Report, Village Administrator Buchardt had included a letter from Nicor Gas regarding the relocation of the vault at Volo Village Road and Fish Lake Road. The letter was provided to the Board members for review before the July 22, 2008 Board meeting as this matter will be on the agenda for that meeting.

MOTION WAS MADE BY TRUSTEE PORTER AND SECONDED BY TRUSTEE WEGENER 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 VILLAGE RESIDENTS

There were no comments at this time from residents of the Village.

COMMENTS FROM GUESTS OUTSIDE VILLAGE

There were no comments at this time from guests outside Village.

PRESIDENT'S REPORT

1. Code Enforcement Officer – Mike DeLillo

President Russell recommended to the members of the Board that the Village hire Mike DeLillo for approximately 5 hours per week to serve as Code Enforcement Officer replacing Eric Tison who will now be doing the meter readings, in addition to the actual billing, for both the North and South Water Systems, as well as other duties.

2. Re-arrange Water Meter Reading Personnel

The water meters are currently being read by John Rucker of Manhard Consulting, Ltd. However, with the addition of Mikel DeLillo as Code Enforcement Officer, Village Technical Administrator Eric Tison will now assume the additional position of water meter reader for both the North and South Water Systems. As a precautionary measure, Eric, Michael and John will all be trained on the new radio read meter reading system.

3. Permit for Route 60 and Fish Lake Road Construction

The Village is still awaiting the permit from IDOT to proceed with the improvements needed at the Fish Lake Road and Route 60 intersection. President Russell has had several conversations with Mr. George Guderley of the Illinois Department of Transportation, but the permit, it appears, is still being processed.

Discussion followed.

**MOTION WAS MADE BY TRUSTEE WEGENER AND
SECONDED BY TRUSTEE PORTER TO APPROVE THE
VILLAGE PRESIDENT'S REPORT. 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.

PLANNER'S REPORT

In the absence of Village Planner Jon Wildenberg, there was no report at this time.

ENGINEER'S REPORT

1. Fisher Road Re-Surfacing

Fisher Road is considered part of the Village of Volo 2008 Road Maintenance Program. Village Engineer Peter Stoehr reported that the paperwork for the contract and the contract bond had been sent to Payne and Dolan, the contractors who had been awarded the contract for the Village of Volo 2008 Road Maintenance Program. As soon as the necessary paper work is completed, the work on Fisher Road can begin.

2. Dust Control at Remington – Silt Fence

Village Engineer Peter Stoehr reported that Berger had been contacted by Ross Shannon of Manhard Consulting, and told that if measures such as distributing water from trucks, were not taken to control the dust situation, the work at Remington would need to be stopped. However, they had hydra-seeded the creek area at the northwest corner of the property and put seeding blanket along the northern back slope of the property to help to eliminate erosion in the future.

ORDINANCES, RESOLUTIONS AND MOTIONS TO BE CONSIDERED

1. Motion to Award Landscaping Contract for Partial Landscaping at Village Hall

Village Administrator Ken Buchardt reported that the bids were opened on July 1, 2008 with the lowest bid coming from a group in Hartford, MI at \$8,910.00. However, because of the distance involved, the staff recommended the next lowest bid at \$12,883.50 from Castle Gardens Nursery located in Volo.

MOTION WAS MADE BY TRUSTEE PORTER AND SECONDED

BY TRUSTEE WEGENER TO AWARD THE LANDSCAPING CONTRACT FOR PARTIAL LANDSCAPING AT THE VILLAGE HALL TO CASTLE GARDENS NURSERY WITH A BID OF \$12,883.50.

ROLL CALL VOTE:

PRESIDENT RUSSELL	AYE
TRUSTEE BUSCHICK	AYE
TRUSTEE CROW	ABSENT
TRUSTEE EVANS	ABSENT
TRUSTEE PORTER	AYE
TRUSTEE WAGNER	ABSENT
TRUSTEE WEGENER	AYE

AYES – 4, NAYS – 0, ABSENT – 3

PRESIDENT RUSSELL DECLARED THE MOTION APPROVED.

2. Motion to Approve an Ordinance #0-08-386 Granting a Special Use Permit for Denali Spectrum Operations – Village North Water Tower – Cellular Antennae

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

MOTION WAS MADE BY TRUSTEE PORTER AND SECONDED BY TRUSTEE WEGENER TO APPROVE ORDINANCE #0-08-386 AN ORDINANCE GRANTING A SPECIAL USE PERMIT FOR DENALI SPECTRUM OPERATIONS – VILLAGE NORTH WATER TOWER – CELLULAR ANTENNAE.

ROLL CALL VOTE:

PRESIDENT RUSSELL	AYE
TRUSTEE BUSCHICK	AYE
TRUSTEE CROW	ABSENT
TRUSTEE EVANS	ABSENT
TRUSTEE PORTER	AYE
TRUSTEE WAGNER	ABSENT
TRUSTEE WEGENER	AYE

AYES – 4, NAYS – 0, ABSENT – 3

PRESIDENT RUSSELL DECLARED THE MOTION APPROVED.

3. Motion to Approve Addendum to Clarke Mosquito Control Contract

Village Administrator Ken Buchardt explained to the Board members that, because of the new subdivisions that were built after the current contract was executed, it was necessary for Clarke Mosquito Control to revise the contract to include the additional areas to be treated for mosquitos.

MOTION WAS MADE BY TRUSTEE PORTER AND SECONDED BY TRUSTEE BUSCHICK TO APPROVE THE ADDENDUM TO CLARKE MOSQUITO CONTROL CONTRACT

ROLL CALL VOTE:

PRESIDENT RUSSELL	AYE
TRUSTEE BUSCHICK	AYE
TRUSTEE CROW	ABSENT
TRUSTEE EVANS	ABSENT
TRUSTEE PORTER	AYE
TRUSTEE WAGNER	ABSENT
TRUSTEE WEGENER	AYE

AYES – 4, NAYS – 0 ABSENT – 3

PRESIDENT RUSSELL DECLARED THE MOTION APPROVED.

WEBSITE – ERIC TISON

Village Technical Administrator Eric Tison reported on the new radio read meter reading system the Village had recently purchased. The equipment for the new system was displayed and Eric explained each part. There are only three components; the VXU device, the antenna and a lap top computer. Eric, Michael DeLillo and John Rucker had already experienced some training with the new equipment and Eric emphasized the simplicity of the new system. He explained that all of the meters currently in use (approximately 825) were downloaded to the new system and all but a few were read in roughly 2 ½ hours while driving through the subdivisions.

Sensus, who originally provided the equipment to the Village, has scheduled an official training class within the next couple of weeks and Eric expects to be able

to use the new system for the next billing for the South Water System at the end of July.

Discussion followed.

COMMENTS FROM BOARD MEMBERS

There were not comments from the members of the Board at this time.

MOTION WAS MADE BY TRUSTEE PORTER AND SECONDED BY TRUSTEE WEGENER TO ADJOURN THE BOARD OF TRUSTEES MEETING. VOICE VOTE: ALL AYES.

PRESIDENT RUSSELL DECLARED THE MOTION APPROVED.

8:15 P.M.: Meeting was adjourned.

Next Board of Trustees Meeting scheduled for July 22, 2008

MINUTES SUBMITTED BY _____
Judith T. Rutishauser, Village Clerk

MINUTES APPROVED ON _____