

**VILLAGE OF VOLO
MINUTES OF THE REGULARLY SCHEDULED
BOARD OF TRUSTEES MEETING
NOVEMBER 10, 2009**

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

Present: President Burnell Russell
Trustee Buschick
Trustee Henley
Trustee Porter
Trustee Wegener

Absent: Trustee Evans
Trustee Wagner

President Russell declared a Quorum present.

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

APPROVAL OF MINUTES

Minutes of the October 13, 2009 Regularly Scheduled Board of Trustees meeting were presented for review and approval.

MOTION WAS MADE BY TRUSTEE HENLEY AND SECONDED BY TRUSTEE WEGENER TO APPROVE THE MINUTES AS PRESENTED.

ROLL CALL VOTE:

TRUSTEE BUSCHICK	AYE
TRUSTEE EVANS	ABSENT
TRUSTEE HENLEY	AYE
TRUSTEE PORTER	AYE
TRUSTEE WAGNER	ABSENT
TRUSTEE WEGENER	AYE

AYES – 4, NAYS – 0, ABSENT - 2

PRESIDENT RUSSELL DECLARED THE MOTION APPROVED.

Minutes of the October 27, 2009 Semi-Monthly Board of Trustees meeting were presented for review and approval.

MOTION WAS MADE BY TRUSTEE HENLEY AND SECONDED BY TRUSTEE PORTER TO APPROVE THE MINUTES AS PRESENTED.

ROLL CALL VOTE:

TRUSTEE BUSCHICK	AYE
TRUSTEE EVANS	ABSENT
TRUSTEE HENLEY	AYE
TRUSTEE PORTER	AYE
TRUSTEE WAGNER	ABSENT
TRUSTEE WEGENER	AYE

AYES – 4, NAYS – 0, ABSENT - 2

PRESIDENT RUSSELL DECLARED THE MOTION APPROVED.

Minutes of the October 27, 2009 Committee of the Whole Meeting were presented for review and approval.

MOTION WAS MADE BY TRUSTEE PORTER AND SECONDED BY TRUSTEE HENLEY TO APPROVE THE MINUTES AS PRESENTED.

ROLL CALL VOTE:

TRUSTEE BUSCHICK	AYE
TRUSTEE EVANS	ABSENT
TRUSTEE HENLEY	AYE
TRUSTEE PORTER	AYE
TRUSTEE WAGNER	ABSENT
TRUSTEE WEGENER	AYE

AYES – 4, NAYS – 0, ABSENT - 2

PRESIDENT RUSSELL DECLARED THE MOTION APPROVED.

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	\$1,586,414.98
Water Operations Fund	166,764.66
Water Construction Fund	1,201,600.73
Impact Fee Fund	<u>1,456,735.53</u>
TOTAL VILLAGE ASSETS	\$4,411,515.90
<u>TRUST & AGENCY OUTSTANDING SUMMARY</u>	
TOTAL	\$ 135,791.81
<u>PROFIT & LOSS REPORT</u>	
General Fund Net Income	\$ 759,118.31
Water Operations Fund Net Income	67,974.40
Impact Fee Fund Income	467,338.60
Impact Fee Fund Expense	
Water Construction Fund Income	
Water Construction Fund Expense	<u>- 126,506.08</u>
<u>ACCOUNTS PAYABLE SUMMARY</u>	
General Fund	\$ 111,027.64
Water Operations Fund	43,055.48
Water Construction Fund	19,900.75
Impact Fee Fund	<u>12,960.64</u>
TOTAL	\$ 186,944.51

Discussion followed.

**MOTION WAS MADE BY TRUSTEE PORTER AND SECONDED
BY TRUSTEE BUSCHICK 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 HENLEY AND SECONDED BY TRUSTEE WEGENER TO PAY BILLS AS PRESENTED IN THE AMOUNT OF \$186,944.51.

ROLL CALL VOTE:

TRUSTEE BUSCHICK	AYE
TRUSTEE EVANS	ABSENT
TRUSTEE HENLEY	AYE
TRUSTEE PORTER	AYE
TRUSTEE WAGNER	ABSENT
TRUSTEE WEGENER	AYE

AYES – 4, NAYS – 0, ABSENT - 2

PRESIDENT RUSSELL DECLARED THE MOTION APPROVED

MOTION WAS MADE BY TRUSTEE HENLEY AND SECONDED BY TRUSTEE WEGENER TO RELEASE THE DISTRIBUTION OF IMPACT FEES TO FIRE DISTRICTS AND LIBRARIES IN THE FOLLOWING AMOUNTS:

FOX LAKE FIRE DISTRICT	\$ 7,500.00
WAUCONDA FIRE DISTRICT	7,500.00
FOX LAKE LIBRARY	2,500.00
WAUCONDA LIBRARY	10,000.00

ROLL CALL VOTE:

TRUSTEE BUSCHICK	AYE
TRUSTEE EVANS	ABSENT
TRUSTEE HENLEY	AYE
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.

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 members of the Board.

Village Administrator Buchardt also reported that the bids for the holding tank project would be advertised as of today with received bids to be opened on December 2, 2009.

Discussion followed.

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

PRESIDENT RUSSELL DECLARED THE MOTION APPROVED.

PRESIDENT’S REPORT

President Russell reported that Spruce Lake is moving along; they are crushing concrete and Volo will be receiving a fee for all crushed material leaving the site.

ATTORNEY’S REPORT – VILLAGE ATTORNEY NANCY HARBOTTLE

Village Attorney Nancy Harbottle presented each of the Trustees with a copy of “You’ve Been Elected! Now What Do You Do?” (A Practical Guide to Local Government) by Richard Flood and Ruth Alderman Schlossberg.

If any Trustees have questions, they can contact Nancy.

ENGINEER’S REPORT – VILLAGE ENGINEER BUD REED

Village Engineer Bud presented a video describing the progress of the project to bring Lake Michigan Water to communities in Lake County.

Village Engineer Peter Stoehr reported that 15 contractors have picked up plans for the Volo Historic Area Sewer/Water Project. Bids are scheduled to be opened on November 18, 2009.

ORDINANCES, RESOLUTIONS AND MOTIONS TO BE CONSIDERED

- 1. Motion to Approve Ordinance No. 0-09-416, an Ordinance Amending Village Code Section 7-2-3 to Prohibit Parking on Public Streets in Terra Springs Subdivision

MOTION WAS MADE BY TRUSTEE HENLEY AND SECONDED BY TRUSTEE WEGENER TO UNTABLE ORDINANCE #0-09-416 FOR THE PURPOSE OF DISCUSSION ONLY.

Village Engineer Bud Reed reviewed a memo with the members of the Board in which all of the parking alternatives were described.

Mr. Ken Barnick, President of the Terra Springs Homeowners' Association, added his comments at this time.

Long discussion followed.

It was the decision of the Board to have Mr. Barnick meet with the Village Engineers to put together a plan which will work, but at the same time satisfy everyone involved.

- 2. Motion to Approve Position Specifications (Job Descriptions) as prepared By NIU Center for Governmental Studies – Dr. Kuhn

MOTION WAS MADE BY TRUSTEE PORTER AND SECONDED BY TRUSTEE HENLEY TO APPROVE POSITION SPECIFICATIONS (JOB DESCRIPTIONS) AS PREPARED BY NIU CENTER FOR GOVERNMENT STUDIES - DR. KUHN

ROLL CALL VOTE:

TRUSTEE BUSCHICK	AYE
TRUSTEE EVANS	ABSENT
TRUSTEE HENLEY	AYE
TRUSTEE PORTER	AYE
TRUSTEE WAGNER	ABSENT

TRUSTEE WEGENER **AYE**

AYES – 4, NAYS – 0, ABSENT – 2

PRESIDENT RUSSELL DECLARED THE MOTION APPROVED.

3. Motion to Approve Resolution No. R-09-154, A Resolution for the Estimate of the Amount of a Tax Levy in Compliance with the Requirements of the Truth in Taxation Act.

MOTION WAS MADE BY TRUSTEE HENLEY AND SECONDED BY TRUSTEE BUSCHICK TO APPROVE RESOLUTION NO. 0-09-154, A RESOLUTION FOR THE ESTIMATE OF THE AMOUNT OF A TAX LEVY IN COMPLIANCE WITH THE REQUIREMENTS OF THE TRUTH IN TAXATION ACT.

ROLL CALL VOTE:

TRUSTEE BUSCHICK	AYE
TRUSTEE EVANS	ABSENT
TRUSTEE HENLEY	AYE
TRUSTEE PORTER	AYE
TRUSTEE WAGNER	ABSENT
TRUSTEE WEGENER	AYE

AYES – 4, NAYS – 0, ABSENT – 2

PRESIDENT RUSSELL DECLARED THE MOTION APPROVED.

COMMENTS FROM RESIDENTS

There were no comments or questions from the residents at this time.

COMMENTS FROM GUESTS OUTSIDE VILLAGE

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

WEBSITE – VILLAGE TECHNICAL ADMINISTRATOR ERIC TISON

Village Technical Administrator Eric Tison reminded everyone of the Tree Lighting Ceremony on Saturday, December 5, 2009 at 7:00 P.M.

COMMENTS FROM BOARD MEMBERS

There were no comments from the members of the Board at this time.

MOTION WAS MADE BY TRUSTEE HENLEY AND SECONDED BY TRUSTEE PORTER THAT A PORTION OF THE MEETING TO BE CLOSED TO THE PUBLIC, EFFECTIVE IMMEDIATELY AS PERMITTED BY 5 ILCS 120/2(C) (11) TO DISCUSS LITIGATION AGAINST, AFFECTING, OR ON BEHALF OF THE VILLAGE WHICH HAS BEEN FILED AND IS PENDING IN A COURT OR ADMINISTRATIVE TRIBUNAL OR WHICH IS PROBABLE OR IMMINENT AND THE BASIS FOR SUCH FINDING SHALL BE RECORDED IN THE MINUTES OF THE CLOSED SESSION 5 ILCS 120/2(C) (11) AND/OR TO DISCUSS THE PURCHASE OR LEASE OF A SPECIFIC PIECE OF REAL PROPERTY FOR THE USE OF THE PUBLIC BODY AS PERMITTED BY 5 ILCS 120/2 (C) (5) WITH NO BUSINESS TO FOLLOW. VOICE VOTE: ALL AYES.

MOTION WAS MADE BY TRUSTEE HENLEY AND SECONDED BY TRUSTEE PORTER TO OPEN THE EXECUTIVE SESSION.

ROLL CALL VOTE:

TRUSTEE BUSCHICK	AYE
TRUSTEE EVANS	ABSENT
TRUSTEE HENLEY	AYE
TRUSTEE PORTER	AYE
TRUSTEE WAGNER	ABSENT
TRUSTEE WEGENER	AYE

AYES – 4, NAYS – 0, ABSENT – 2

PRESIDENT RUSSELL DECLARED THE MOTION APPROVED.

8:45 P.M.: Meeting went into Executive Session.

MOTION WAS MADE BY TRUSTEE PORTER AND SECONDED BY TRUSTEE HENLEY TO RE-CONVENE THE PUBLIC MEETING.

ROLL CALL VOTE:

TRUSTEE BUSCHICK	AYE
TRUSTEE EVANS	ABSENT
TRUSTEE HENLEY	AYE
TRUSTEE PORTER	AYE
TRUSTEE WAGNER	ABSENT

TRUSTEE WEGENER

AYE

AYES – 4, NAYS – 0, ABSENT – 2

PRESIDENT RUSSELL DECLARED THE MOTION APPROVED.

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

9:00 P.M.: Meeting was adjourned.

Next Regular Board of Trustees meeting is scheduled for November 24, 2009

MINUTES SUBMITTED BY _____
Judith T. Rutishauser

MINUTES APPROVED ON _____