

**MINUTES OF THE REGULAR MEETING  
OF THE PRESIDENT AND BOARD OF TRUSTEES  
OF THE VILLAGE OF VOLO,**

**MAY 8, 2007**

**CALL TO ORDER**

The meeting was called to order by President Russell at 7:30 P.M. at the Village Annex, 31726 N. McNally Lane, Volo, Illinois.

**PLEDGE TO THE FLAG**

President Russell led those present in the Pledge of Allegiance to the Flag.

**ROLL CALL**

Roll Call was taken. Present were: President Russell, Trustee Crow, Trustee Evans, Trustee Grams, Trustee Hill, Trustee Wagner, and Trustee Wegener. . Staff present was: Village Attorney Nancy Harbottle, Village Administrator Ken Buchardt, Plan Commission Chairperson Betty Wertke, Plan Commissioner Bruce Buschick, Village Financial Director Cheryl Grolle, Administrative Assistant Judy Rutishauser and Village Clerk La Verne Drake. The President declared a quorum present.

**APPROVAL OF MINUTES**

The minutes of the Board of Trustees meeting for April 3,, 2007 were presented for review and approval. Trustee Wegner made a motion, seconded by Trustee Wagner, to approve the minutes, as presented. Roll call vote: Trustee Crow aye, Trustee Evans abstain, Trustee Grams aye, Trustee Hill aye, Trustee Wagner aye, and Trustee Wegener aye. The President declared the motion approved.

The minutes of the Board of Trustees meeting for April 10, 2007 were presented for review and approval. After review, Trustee Wegener made a motion, seconded by Trustee Evans, to approve the minutes, as presented. Roll call vote: Trustee Crow aye, Trustee Evans aye, Trustee Grams aye, Trustee Hill aye, Trustee Wagner aye, and Trustee Wegener aye. The President declared the motion approved.

The minutes of the Board of Trustees meeting for April 17, 2007 were presented for review and approval. After review, Trustee Hill made a motion, seconded by Trustee Grams, to approve the minutes, as presented. Roll call vote: Trustee Crow aye, Trustee Evans aye, Trustee Grams aye, Trustee Hill aye, Trustee Wagner abstain, and Trustee Wegener aye. The President declared the motion approved.

The minutes of the Board of Trustees meeting for April 24, 2007 were presented for review and approval. After review, Trustee Evans made a motion, seconded by Trustee Hill, to approve the minutes, as presented. Roll call vote: Trustee Crow aye, Trustee Evans aye, Trustee Grams aye, Trustee Hill aye, Trustee Wagner aye, and Trustee Wegener aye. The President declared the motion approved.

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**ELECTION RESULTS**

The following are the Official results of the April 17, 2007 election:

Village of Volo President	Burnell Russell	67 votes	2 Write-In
Village of Volo Clerk	Judith T. Rutishauser	70 votes	1 Write-In
Village of Volo Trustee	Bruce L. Buschick	38 votes	
Village of Volo Trustee	Michael J. Wagner	57 votes	
Village of Volo Trustee	William Evans	45 votes	

Trustee Crow made a motion, seconded by Trustee Hill, to accept the Election Results and place them on file. Voice vote. All ayes. The President declared the motion approved.

**COMMENTS FROM DEPARTING BOARD MEMBERS AND CLERK**

Trustee Grams, Trustee Hill and Village Clerk LaVerne Drake commented on how they have enjoyed working with the Village for the past 14 years and all wish the best in the future for the Village.

President Russell announced that the ground breaking ceremony for the Volo Municipal Hall will be held at the site on Tuesday, May 22, 2007 at 6 p.m. Everyone who has had an interest in the establishment of the Village will be invited, past or present. On June 26, 2007 at the regular Board meeting former Trustees Grams and Hill, and former Village Clerk La Verne Drake will be honored with the presentation of a Plaque commemorating each of their 14 years of service to the Village.

**MOTION TO ADJOURN SINE DIE**

Trustee Grams made a motion, seconded by Trustee Crow, to adjourn the meeting Sine Die. Roll call vote: Trustee Crow aye, Trustee Evans aye, Trustee Grams aye, Trustee Hill aye, Trustee Wagner aye, and Trustee Wegener aye. The President declared the motion approved.

**THE NEWLY ELECTED BOARD MEMBERS TOOK THEIR SEATS**

**Call to Order of the New Board consisting of the President, Clerk and Board of Trustees including those elected on April 17, 2007**

**Swearing in Installation of Newly Elected Clerk**

Village Clerk La Verne Drake swore in newly elected Village Clerk Judith Rutishauser.

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**Swearing in and installation of Newly Elected President and Trustees by Village Clerk**

Village Clerk LaVerne Drake swore in newly elected President Russell, Trustee Buschick, Trustee Evans and Trustee Wagner.

**Appointment of Trustee to Fill Vacant 2 Year Term – Confirmation by Board**

Upon the recommendation and appointment of the Village President, Trustee Buschick made a motion, seconded by Trustee Wagner, to confirm LeRoy Wegener, as Trustee to fill the Vacant 2 year term. Roll call vote: Trustee Buschick aye, Trustee Crow aye, Trustee Evans aye, Trustee Wagner aye, and Trustee Wegener.. The President declared the motion approved.

**Appointment of Treasurer – Confirmation by Board**

Upon the recommendation and appointment of the Village President, Trustee Wagner made a motion, seconded by Trustee Wegener, to confirm Cheryl Grolle as Village Treasurer. Roll call vote: Trustee Buschick aye. Trustee Crow aye, Trustee Evans aye, Trustee Wagner aye, and Trustee Wegener. The President declared the motion approved.

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

<b><u>NAME OF FUND</u></b>	<b><u>CASH ON HAND</u></b>	<b><u>INVESTMENTS</u></b>	<b><u>FUNDS AVAILABLE</u></b>
GENERAL FUND	\$ 85,347.65	\$280,055.15	\$367,402.80
STATE BANK & TRUST WATER COST.	61,081.64	.00	61,081.64
ST.BK. & TRUST MUNICIPAL ACCT.	27,171.22	1,500,485.74	1,527,656.96
VOLO OFFICE BUILDING	88,276.00-	.00	88,276.00-
CAMBRIDGE HOMES	441,041.82	.00	441,041.82
MOTOR FUEL TAX	7,399.64	69,909.35	77,308.99
REMINGTON	95,725.50-	.00	95,725.50-
TOWN & COUNTRY	261,904.97	.00	261,904.97
RYAN	90,345.71	.00	90,345.71

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RYLAND	255,086.80	.00	255,086.80
U. S. RYAN CO.	3,833.82-	.00	3,833.82-
WATER FUND	575,438.25	.00	575,438.25
SOUTHERN WATER FUND	64,411.78-	.00	64,411.78-
REIMBURSEMENT- TRUST & AGENCY	56,133.83-	.00	56,133.83-
SOUTHERN SEWER FUND	435,831.22-	.00	435,831.22-
<b>TOTALS</b>	<b>\$1,060,605.55</b>	<b>\$1,852,450.24</b>	<b>\$2,913.055.79</b>

Trustee Crow made a motion, seconded by Trustee Evans, to accept the Cash & Investment report and place it on file. Voice vote. All ayes. The President declared the motion approved.

The Trust & Agency Account report shows a negative balance of \$56,133.83-. Trustee Wegener made a motion, seconded by Trustee Buschick, to accept the Trust & Agency Report and place it on file. Voice vote. All ayes. The President declared the motion approved.

The Southern Sanitary Sewer Fund shows a negative balance of \$435.831.22-.

Sales Tax Revenue was not received this month..

The total income received in March was \$236,627.34. A copy of the Revenue Report is attached hereto.

Trustee Wegener made a motion, seconded by Trustee Wagner, to accept the Treasurer's Report and place it on file. Voice vote. All ayes. The President declared the motion approved.

**BILLS PAYABLE**

Trustee Crow made a motion, seconded by Trustee Evans, to pay bills from the General Account, as presented, in the amount of \$221,642.27, Water Operation Fund \$31,262.18. Impact Fee Fund \$16,562.71 and the Water Construction Fund \$5,016.75, totaling \$274,483.91. Roll call vote: Trustee Buschick aye, Trustee Crow aye, Trustee Evans aye, Trustee Wagner aye, and Trustee Wegener aye. The President declared the motion approved.

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The Village Treasurer explained that there is a new, more detailed account system that will have most accounts separate with receipts entered and payouts made from the individual accounts only and reports will be made each month.

**OFFICE REPORT – ADMINISTRATIVE ASSISTANT JUDY RUTISHAUSER**

A copy of the Office Report is attached hereto.

Trustee Evans made a motion, seconded by Trustee Wagner, to accept the Office Report and place it on file. Voice vote. All ayes. The President declared the motion approved.

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

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

The Village Administrator reports that the street signs for Terra Springs Drive will be delivered this week and will be promptly installed.

Further, the Village Administrator reported that there was a freeze in the North Water Tower last winter. J. J. Henderson was notified and their plumber reported that the water tower would have to be drained. The Village was not willing to drain 500,000 gallons of water and sought other means to do this work. They employed Diemer Plumbing to do the work without draining the entire tower. The Village sent J. J. Henderson the Diemer invoice for the work, which was done to the Village Engineer’s satisfaction. J. J. Henderson refuses to pay the bill. However, the Village has a retainage fund from J. J. Henderson and a check will be cut to pay Diemer Plumbing for the repair work they have done. Photographs of this damage are on file at the Village Office.

Trustee Wegener made a motion, seconded by Trustee Crow, to accept the Village Administrator’s Report and place it on file. Voice vote. All ayes. The President declared the motion approved.

**RESIDENT’S COMMENTS**

The President asked for comments from the residents. There were none.

**COMMENTS FROM GUESTS OUTSIDE VILLAGE**

The President asked for comments from guests outside the Village. There were none.

**PRESIDENT’S REPORT**

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The President congratulated Betty Wertke for receiving a "Someone Over 75" Award from the Extension Service in Lake County work at the Extension Service and for volunteer work two weeks ago. The President, his wife and Trustee Crow were in attendance..

**Village Budget and Appropriations**

This matter is being worked on and will be completed. The Budget and Appropriations will then be on display for thirty days before the Board may take any action on approving it.

Trustee Crow made a motion, seconded by Trustee Wagner, to accept the President's Report and place it on file. Voice vote. All ayes. The President declared the motion approved.

**ATTORNEY'S REPORT – VILLAGE ATTORNEY NANCY HARBOTTLE**

No report at this time.

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

The Village Engineer's presence was not required for this meeting.

**PLANNER'S REPORT-VILLAGE PLANNER JON WILDENBERG**

The Village Planner's presence was not required for this meeting.

**ARCHITECT'S REPORT – REPORT ON BID PROCESS AND REVIEW OF BIDS**

Bob Conway representing Dan Robison Architects, reported that there were seven bids received for the Municipal Village Hall and opened on April 26, 2007 at the Village annex. There were 3 low bidders of which Ed Stuckey Construction Company of Waukegan was the lowest bidder at \$1,865,000.00. Mr. Stuckey made a brief presentation and listed his company's finished projects in the area as the Volo's Plumber Union Hall, Round Lake Beach Town Hall, Grant Township Building on Molidor Road, Centegra Hospitals and Deerfield Town Hall among others in Lake and McHenry Counties. Stuckey Construction does all of the concrete and carpentry work themselves, and about 90% of the sub-contractors have been selected, most of which are located in Lake and McHenry Counties. Mr. Stuckey met with the President Russell and Village Administrator Ken Buchardt yesterday to review the tentative starting schedule and hope to start construction in the middle of June with an 8 to 9 month completion time frame, providing the earthwork is completed.

Mr. Conway is of the opinion that the bid process is in order and that Stuckey Construction is the successful qualified low bidder. Daniels Robinson Architects, P.C. recommend that the Village enter into an agreement with Stuckey Construction

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A question and answer period followed.

Trustee Crow made a motion, seconded by Trustee Wagner to award the contract to build a Municipal Hall on the Municipal Site to Stuckey Construction for the amount of \$1,865,000.00. Roll call vote: Trustee Buschick aye, Trustee Crow aye, Trustee Evans, Trustee Wagner aye, and Trustee Wegener aye. The President declared the motion approved.

**ORDINANCES AND RESOLUTIONS TO BE CONSIDERED**

**Resolution Approving an Agreement Between the Village and Ryland for grading and site work for the Municipal Site-southwest corner of Fish Lake Road and Route 60**

After considerable discussion regarding the proposed totals for various works, it was the general consensus of the Board to make a motion to authorize the estimated costs for the Volo Municipal Center as follows:

Earthwork	\$425,000.00
Undergrounds	400,000.00
Curb and Gutter	120,000.00
Paving	280,000.00
Erosion Control	<u>135,000.00</u>
 TOTAL	 \$1,360,000.00

The balance of the estimated budget will be further discussed with the contractor and the Village Staff, due the difference in the amounts between the amounts previously discussed with President Russell.

After further discussion Trustee Wagner made a motion, seconded by Trustee Wegener, to award the contract to Ryland Homes for the above described work at the Municipal Site, in the amount of \$1,360,000.00. Roll call vote: Trustee Buschick aye, Trustee Crow aye, Trustee Evans, Trustee Wagner aye, and Trustee Wegener aye. The President declared the motion approved.

**ORDINANCES AND RESOLUTIONS PENDING**

**Budget and Appropriations Ordinance**

After discussion Trustee Wegener made a motion, seconded by Trustee Buschick, to place the General Corporate Fund Budget Amounts and Appropriation Amounts on file for inspection at the Village Office for 30 days before passage by the Village Board. During this 30 day period the numbers may be changed if any

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problem arises. Roll call vote: Trustee Buschick aye, Trustee Crow aye, Trustee Evans, Trustee Wagner aye, and Trustee Wegener aye. The President declared the motion approved.

**An Ordinance Establishing Special Service Area No. 8 – Remington Homes North**

This matter has been tabled until the next Board meeting.

**WEBSITE – ERIC TISON**

Eric has met with Ken Barnick to begin training process for the Web Site. Eric anticipates no problems. The newly elected officials will be listed on the Web Site tomorrow morning.

**COMMENTS FROM BOARD MEMBERS**

Trustee Crow asked if arrangements have been made for Mosquito Abatement measures as the bugs are out already. The President will have the Staff check into this matter.

Trustee Wegener asked about the bike trail by the Water Tower. There is no update, as the Forest Preserve District is still reviewing..

Trustee Buschick walked by the east side of Home Depot. About 150 feet from Terra Springs there is considerable clean up needed. Home Depot needs to keep this area clean. The north side has been cleaned up partially but more should be done. Trucks are also standing and idling on Hartigan Road. This should not be done. Police have already been called about the trucks. Staff will again check with the manager.

**ADJOURNMENT**

At 9:00 p.m. Trustee Crow made a motion, seconded by Trustee Wagner, to adjourn the meeting. Voice vote. All ayes. The President declared the motion approved.

Respectfully submitted,

La Verne Drake