

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

**FEBRUARY 23, 2007**

**CALL TO ORDER**

This Special meeting was called to order by President Russell at 11:15 a.m. the Village Hall, 27273 Volo Village Road, Volo, Illinois, pursuant to proper legal notice.

**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 Wagner and Trustee Wegener. Absent: Trustee Crow, Trustee Evans, Trustee Grams and Trustee Hill. The President declared that there was not a quorum present and no business would be transacted. Staff present was: Village Attorney Nancy Harbottle, Village Administrator Ken Buchardt, and Village Clerk La Verne Drake.

**NEW VILLAGE HALL DISCUSSION – DON ROBISON**

Mr. Robison introduced James Gorman, from P. C. Tech-Computer Systems, who Mr. Robison said would act as a Consultant and guide as to what the Village will require. Trustee Wagner asked if there would be a charge for this. Mr. Gorman said there would be a charge, but in the event his bid for the work would be accepted, he would waive the consulting fee. He suggested that he meet with President Russell and Staff to enable him to determine what would best to meet the needs of the Village. Wiring for all present and future needs would be roughed in on all floors at time of constructions. There would be 12 microphones at the Board table with setups for microphones for the audience use, drop down screen with projector in the Board Room, intercom with the phone system. The Police will use their own radio system, if necessary. There will be Key Codes on the doors. Wiring will be planned for copiers, FAX, printers, work stations, computer stations with LOCIS and Quick Books. 10 work stations are planned and it would be simple procedure to add additional work station equipment. LOCIS system records our water billing system with the auto/read and takes about 45 minutes to print out the water bills. It was discussed that a larger copier will be needed. In case of a power failure, a battery system would take about 20 minutes to back up and close. A backup generator was also discussed. Mr. Gorman will prepare a questionnaire for the Village to determine its requirements.

**ADJOURNMENT**

At 12:15 p.m. Trustee Wagner made a motion, seconded by Trustee Wegener, to adjourn the meeting. Voice vote. All ayes. Absent: Trustee Crow, Trustee Evans, Trustee Grams and Trustee Hill.. The President declared the motion approved.

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Respectfully submitted,

La Verne Drake  
Village Clerk