VILLAGE OF MAHOMET  
STUDY SESSION  
DECEMBER 13, 2016

The Village of Mahomet Board of Trustees met, Tuesday December 13, 2016 at 6:00 p.m. at the Village of Mahomet Administrative Offices, 503 E. Main St., Mahomet, IL.

MEMBERS PRESENT: Vicki Cook, Andy Harpst, Donald Lynn, Bill Oliger, and Brian Metzger

MEMBERS ABSENT: Bruce Colravy

OTHERS PRESENT: Acting Village President Sean Widener, Village Administrator Patrick Brown, Village Clerk Cheryl Sproul, Chief of Police Mike Metzler, Jim Evans Village Attorney, Transportation Superintendent Eric Crowley, Village Treasurer Jeanne Schacht, Community Development Director/Planner Kelly Pfeifer, Scott and Matt Nelson, and Amelia Benner editor of the Mahomet Citizen.

CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL

Acting President Widener called the meeting to order at 6:00 p.m. After the Pledge of Allegiance, Roll Call was taken and a quorum was present.

ORDINANCES/RESOLUTIONS/OTHER APPROVALS:

WATER/WASTEWATER:

A RESOLUTION ACCEPTING THE FINAL PAY REQUEST NUMBER 1 FROM VISU-SEWER OF MISSOURI LLC FOR THE AMOUNT OF $99,824.50:

Brown stated the reason it was higher than the original amount was that staff found a significant blockage that was able to be replaced while the contractor was on site which saved money by not having to have them come back to fix it at a different time.

There being no further discussion, Harpst moved, Metzger seconded, “TO PLACE A RESOLUTION ACCEPTING THE FINAL PAY REQUEST NUMBER 1 FROM VISU-SEWER OF MISSOURI LLC FOR THE AMOUNT OF $99,824.50 ON THE CONSENT AGENDA FOR THE DECEMBER 20TH BOARD MEETING.” ALL YES. Motion carried.

TRANSPORTATION:

RESOLUTION 16-12, A RESOLUTION FOR MAINTENANCE OF STREETS AND HIGHWAYS BY MUNICIPALITY UNDER THE ILLINOIS HIGHWAY CODE (MOTOR FUEL TAX 2017):

Crowley stated this was the annual MFT. He reviewed the list of oil and chip and pug streets.

Brown added that the amount is higher than normally seen. He stated the last few years had done less projects due to the reduced MFT funds. Brown noted that since we had not spent the money in the last few years staff was enabled to include more projects this year.

Brown added that the area around Lincoln Trail School had been moved up due to the traffic and the impact there.

Brown stated this would delay the work to some of the areas that are West of Division until next year.

Harpst asked where River Oaks was located. Crowley stated it is a dead end off of South Mahomet Rd. there was one house that had been annexed years ago. Crowley stated it had been years since anything had been done to this location.

Lynn moved, Cook seconded, “TO PLACE A RESOLUTION FOR MAINTENANCE OF STREETS AND HIGHWAYS BY MUNICIPALITY UNDER THE ILLINOIS HIGHWAY CODE (MOTOR FUEL TAX 2017 ON THE CONSENT AGENDA FOR THE DECEMBER 20TH BOARD MEETING.” ROLL CALL: ALL YES. Motion Carried.
FINANCE:

TREASURER’S REPORT:

Schacht reviewed her prepared report. Schacht highlighted the revenue sources and reported that overall tax collected was about $55,000 less than last year.

Metzger moved, Lynn seconded, “TO PLACE THE TREASURER’S REPORT ON THE CONSENT AGENDA FOR THE DECEMBER 20TH BOARD MEETING.” ROLL CALL: ALL YES. Motion carried.

BILL LIST:

Schacht stated it was very preliminary due to bills being due by the 10th. She stated there would be quite a few additional bills on the final bill list at the December 20th meeting.

Cook moved, Harpst seconded, “TO PLACE THE BILL LIST ON THE REGULAR AGENDA FOR THE DECEMBER 20TH BOARD MEETING.” ROLL CALL: ALL YES. Motion carried

POLICE/ESDA:

A RESOLUTION AUTHORIZING THE DISPOSAL OF SURPLUS EQUIPMENT

Metzler stated there were a lot of computers and radios that needed to be disposed of. He added these items could not be repurposed and stated the hard drives would be destroyed either by break them with a hammer or taking them to a shredder.

Lynn moved, Harpst seconded, “TO PLACE A RESOLUTION AUTHORIZING THE DISPOSAL OF SURPLUS EQUIPMENT ON THE CONSENT AGENDA FOR THE DECEMBER 20TH BOARD MEETING.” ROLL CALL: ALL YES. Motion carried.

COMMUNITY DEVELOPMENT:

A RESOLUTION CONCERNING ACCEPTANCE OF PUBLIC IMPROVEMENTS FOR WHISPER MEADOW SECOND SUBDIVISION:

Pfeifer stated this subdivision was an older subdivision and that the infrastructure had been in place for a while. She added the delay was caused by some difficulty between the engineer and the developer. Pfeifer stated, ultimately the developer had to hire a different engineer to finish the project.

Pfeifer stated there had been some issues with data requirements which would have fallen under the previous Subdivision Ordinance.

Pfeifer stated staff recommended a 3-year surety be held in case some of the pavement should fail.

Pfeifer stated staff did not recommend this issue go to the Consent Agenda since revisions needed to be made to the prepared resolution based on my changes to the request from the developer.

Harpst moved, Oliyer seconded, “TO PLACE A RESOLUTION CONCERNING ACCEPTANCE OF PUBLIC IMPROVEMENTS FOR WHISPER MEADOW SECOND SUBDIVISION ON THE REGULAR AGENDA FOR THE DECEMBER 20TH BOARD MEETING.” ROLL CALL: ALL YES. Motion carried.
A RESOLUTION CONCERNING ACCEPTANCE OF PUBLIC IMPROVEMENTS FOR PRAIRIE CROSSING FOURTH SUBDIVISION:

Pfeifer stated this is a fairly new subdivision and had been processed under the current Subdivision Ordinance. She added that all As-builts and testing data had been received. She also noted that staff had been very involved from the beginning and the process had gone very smoothly.

She noted that staff recommended the customary 1 year warranty.

Harpst moved, Lynn seconded, “TO PLACE A RESOLUTION AUTHORIZING THE DISPOSAL OF SURPLUS EQUIPMENT A RESOLUTION CONCERNING ACCEPTANCE OF PUBLIC IMPROVEMENTS FOR PRAIRIE CROSSING FOURTH SUBDIVISION ON THE CONSENT AGENDA FOR THE DECEMBER 20TH BOARD MEETING.” ROLL CALL: ALL YES. Motion carried

A RESOLUTION FOR THE BOARD OF TRUSTEES CONCERNING THE CONSTRUCTION PLANS FOR RIDGE CREEK FOURTH SUBDIVISION:

Pfeifer stated the permits had not been received and she anticipated that approval, which was subject to receiving said permits within six (6) months, will expire.

Pfeifer stated the developer wished to pursue the fourth phase as only part of the extension of Sweet Grass Lane in order to construct the future Prairie Rose Drive. This phase will result in 19 buildable single family detached lots – five (5) of which would have been a part of the former fourth phase. They are not the lots that would result from the fill of the floodplain.

She reviewed the following requested waivers and stated that staff recommended approval of these waivers:

- waiver of the requirement construct a permanent cul-de-sac pavement accepting a 40 foot radius hot mix asphalt surface and the eastern end of Prairie Rose Drive;
- waiver of the requirement to construct a cul-de-sac pavement at the northern boundary of the pavement of Sweet Grass Lane; and,
- waiver to allow Sangamon Valley Public Water District construction standards to apply and that entity to own and operate said water and wastewater systems

There being no discussion, Oliger moved, Lynn seconded, “TO PLACE A RESOLUTION FOR THE BOARD OF TRUSTEES CONCERNING THE CONSTRUCTION PLANS FOR RIDGE CREEK FOURTH SUBDIVISION ON THE CONSENT AGENDA FOR THE DECEMBER 20TH BOARD MEETING.” ROLL CALL: ALL YES. Motion carried

A RESOLUTION APPROVING THE 2017 APPLICATION SUBMITTAL SCHEDULE:

Pfeifer stated this was an annual approval. She noted that dates were revised due to some holidays and she revised some other dates to allow more time for submittal due to 5 weeks certain months.

Metzger moved, Oliger seconded, “TO PLACE A RESOLUTION APPROVING THE 2017 APPLICATION SUBMITTAL SCHEDULE ON THE CONSENT AGENDA FOR THE DECEMBER 20TH BOARD MEETING.” ROLL CALL: ALL YES. Motion carried

ADMINISTRATOR’S REPORT:

DEPARTMENTAL REPORTS:

WATER/WASTEWATER:

Brown stated another tour of the plant last week was held and it had been nominated for another award. Brown stated more information may be forthcoming.
TRANSPORTATION:

Crowley stated crews had salted a few times already and plowed last week.

Crowley stated leaf collection had been extended another week due to the leaves not all had fallen. He stated there are still some leaves that have not fallen, but staff had to get the trucks ready for snow.

Crowley added they are also turning over the shop for snow.

Crowley reported receiving 100 tons of salt and he had ordered 50 additional tons.

Widener compliments on the staff for the work they did during leaf collection and all the work they do.

Crowley reported the new skid steer was delivered yesterday.

Cook asked if the math had been done on leaf collection stating that all the works looks like a lot of money. Crowley stated it does add up.

Brown stated he felt the leaf collection went smoother this year than in previous years. He stated volumes change every year and you never know what kind of a season it will be. He stated during the leaf collection crews kept on schedule.

Widener stated Clerk Sproul did a good job communicating the progress through the website, Facebook and Twitter.

PARKS AND RECREATION:

Brown reviewed the participation in Turkey Trot was substantially increased from last year and

POLICE/ESDA:

Harpst stated someone asked him if the State Law had changed concerning Golf Carts. Metzler stated he had not seen anything come across concerning slow movement vehicles.

COMMUNITY DEVELOPMENT/PLANNING:

Brown stated the Economic Development side had been kept busy.

Brown stated the addition of a Planner at the first of the year, would help Pfeifer.

Pfeifer stated there has been a lot happening and thanked them for approving the addition of the new Planner.

A RESOLUTION APPROVING THE GARBAGE HAULERS COLLECTION LICENSE FOR 2017:

Brown stated three applications had been received for 2017 Garbage Haulers License by the same haulers as last year and all fees and paperwork had been received.

Cook asked if they all offered recycling. Brown stated two out of three do offer recycling.

Brown stated participants in the recycling is a very small number.

Lynn moved, Metzger seconded, “TO PLACE A RESOLUTION APPROVING THE GARBAGE HAULERS COLLECTION LICENSE FOR 2017 ON THE CONSENT AGENDA FOR THE DECEMBER 20th BOARD MEETING.” ROLL CALL: ALL YES. Motion carried.
A RESOLUTION RECOGNIZING MARTIN LUTHER KING, JR. DAY AS AN OFFICIAL VILLAGE OF MAHOMET HOLIDAY:

Brown stated there were several national holidays that had not been approved as a holiday for Village staff. He stated Martin Luther King, Jr. was one of them. Brown was recommending this holiday as an official holiday and add it to the benefit package. He stated this would go into effect in 2017.

Harpst moved, Cook seconded, “TO PLACE A RESOLUTION RECOGNIZING MARTIN LUTHER KING, JR. DAY AS AN OFFICIAL VILLAGE OF MAHOMET HOLIDAY ON THE CONSENT AGENDA FOR THE DECEMBER 20TH BOARD MEETING.” ROLL CALL: ALL YES. Motion carried.

A RESOLUTION APPROVING THE 2017 MEETING SCHEDULE:

Metzger moved, Lynn seconded, “TO PLACE A RESOLUTION APPROVING THE 2017 MEETING SCHEDULE ON THE CONSENT AGENDA FOR THE DECEMBER 20TH BOARD AGENDA.” ROLL CALL: ALL YES. Motion carried.

DISCUSSION ONLY:

AN ORDINANCE ESTABLISHING THE REIMBURSEMENT OF ALL TRAVEL MEAL, AND LODGING EXPENSES OF OFFICERS AND EMPLOYEES IN THE VILLAGE OF MAHOMET, ILLINOIS:

Brown stated staff knew the Ordinance would not be ready tonight. He noted approving the policy was a requirement for municipalities with the exception of Home Rule communities. Brown added that he and Attorney Evans were still reviewing an Ordinance and the final Ordinance would be provided at the December 20th Board meeting.

Brown stated this impacts the Board more than it does employees. He noted that in the future all travel, meal expenses would have to be approved as a separate motion by roll call to approve that expense for Board members.

Brown reviewed the maximums for meals. He stated they tried to compensate for travel outside the local areas since some meals are more expensive in different areas on the country.

Brown stated he also adjusted the GSA amount for hotels.

ELECTRONIC MEETING ATTENDANCE:

Brown stated Trustee Metzger had asked about this and Attorney Evans had provided information and Brown provided information as well.

Brown stated an Ordinance would need to be passed if this was going to be offered. He then reviewed the 3 criteria allowed by the State for Electronic Attendance as follows:

1. Personal illness or disability
2. Employment purposes or the business of the public body
3. A family or other emergency.

Brown stated a quorum had to be present at the meeting, not counting the electronic attender.

Brown stated the IML had a sample ordinance available if the Board were interested in pursuing this issue.

Metzger stated he had asked because he had to miss a meeting because he was out of town for his job and in that case he could have attended electronically. He believed elected officials have a responsibility to be in attendance and able to act on issues that need addressed, especially if something is controversial. He added this did not happen very often.

After discussion, Brown was instructed to see how other communities are addressing this and if they are utilizing this option.

Cook stated no one knows when they could be incapacitated and might be laid up and miss meetings.
Brown stated he had been taking some vacation time this last week and had more to use or he would lose it, so he may be out of the office a few more days in the weeks to come.

**MAYOR’S REPORT:**

**DECEMBER MEETING CALENDAR:**

**BOARD MEETING, TUESDAY, DECEMBER 20, 2016 – 6:00 P.M.**

**NEW BUSINESS:**

There was no new business.

**ADJOURNMENT:**

There being no further business, Cook moved, Oliger seconded, “TO ADJOURN AT 7:28 P.M.” ROLL CALL: ALL YES. Motion carried.

Respectfully submitted,

/S/Cheryl Sproul

Cheryl Sproul
Village Clerk/FOIA Officer

approved as presented, December 20, 2016