

Village of Deer Creek

101 W. First Ave. PO Box 38

Deer Creek, IL 61733

Tuesday April 17, 2018

MINUTES OF THE REGULAR MEETING OF THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF DEER CREEK HELD AT DEER CREEK VILLAGE HALL.

Village President Jim Hackney called the meeting to order at 7:00 p.m.

I.) ROLL CALL

Present: Trustees Tony Berardi, Grant Hackney, Terry Kern, Ben Koch, Mark Rich

Absent: Trustees Mary Eschelbach,

Also Present: PWS Gordon Robertson, Chief Potts, Attorney Pat McGrath, Clerk Lori Lewis

II.) APPROVAL OF CONSENT AGENDA

Trustee Hackney moved, and Trustee Berardi seconded the motion to approve the Consent Agenda as presented.

On roll call the vote was:

Ayes: 5 – Berardi, Hackney, Kern, Koch, Rich

Nays: 0 – None.

Absent: 1 - Eschelbach. There being five affirmative votes...**Motion Carried.**

III.) PUBLIC COMMENT – None.

IV.) REPORTS

A. **Public Works Department** – Monthly report was presented.

B. **Planning/Zoning Board of Appeals** – None.

C. **Police Chief** – Monthly report was presented.

Trustee Koch moved, and Trustee Kern seconded the motion to approve the annual contract for police services with the Village of Goodfield in the amount of \$84,864 (\$7,072 per month) and authorize the village president and clerk to sign the contract.

On roll call the vote was:

Ayes: 5 – Berardi, Hackney, Kern, Koch, Rich

Nays: 0 – None.

Absent: 1 - Eschelbach. There being five affirmative votes...**Motion Carried.**

Trustee Hackney moved, and Trustee Rich seconded the motion to adopt Ordinance 647, and ordinance imposing No Parking on the east side of S. Main Street between Prospect and Hays Streets.

On roll call the vote was:

Ayes: 5 – Berardi, Hackney, Kern, Koch, Rich

Nays: 0 – None.

Absent: 1 - Eschelbach. There being five affirmative votes...**Motion Carried.**

D. **Engineer** – None.

E. **Attorney** – Attorney McGrath informed the board that the deal with the Schlipf property purchase is back on. Mr. Schlipf has agreed with the original offer.

V.) OLD BUSINESS

A. Well and Treatment: Drilling should begin soon

B. Community Center: Trustee Kern reported that the drawings will be updated, and material cost estimates should be in hand for next month's meeting. Trustee Berardi asked about the green space and play area. There will be no room for this to happen with the addition of the village office to the building.

C. Park Pavilion quotes: The quote received did not have concrete costs. Action on this item will be held over until all estimates are received.

D. Roof and exterior remodel of village hall: This item will be held over until next month so that just roof repair/replacement estimates are received. Cost estimates for paint for the exterior will also be obtained.

E. Lift station improvements: The 10 hp pump has been ordered and the new fans have been installed on the VSDs for all three pumps.

F. Crack filling along truck route:

Trustee Hackney moved and Trustee Berardi seconded the motion to accept the estimate from Tazewell County Asphalt for maintenance on the truck route at a cost of \$9,230.00.

On roll call the vote was:

Ayes: 5 – Berardi, Hackney, Kern, Koch, Rich

Nays: 0 – None.

Absent: 1 - Eschelbach. There being five affirmative votes...**Motion Carried.**

VI.) NEW BUSINESS

Trustee Rich moved, and Trustee Koch seconded the motion to approve the Annual Meeting dates as presented.

On roll call the vote was:

Ayes: 5 – Berardi, Hackney, Kern, Koch, Rich

Nays: 0 – None.

Absent: 1 - Eschelbach. There being five affirmative votes...**Motion Carried.**

Trustee Hackney moved, and Trustee Rich seconded the motion to approve the Class "D" liquor license request from Buddie's Restaurant and Bar, beginning April 17, 2018 and expiring August 31, 2018 as recommended by the Liquor Commissioner and Police Chief.

On roll call the vote was:

Ayes: 5 – Berardi, Hackney, Kern, Koch, Rich

Nays: 0 – None.

Absent: 1 - Eschelbach. There being five affirmative votes...**Motion Carried.**

Buddie Fleming was present and at this time, the board discussed the standards for beer gardens. The ordinance was presented for review. Requirements for a hard surface and proper drainage will be added to the drafted ordinance.

Trustee Hackney moved, and Trustee Rich seconded the motion to adopt Ordinance 648, an ordinance pertaining to beer gardens and special events, to include hard surface requirements and proper drainage.

On roll call the vote was:

Ayes: 5 – Berardi, Hackney, Kern, Koch, Rich

Nays: 0 – None.

Absent: 1 - Eschelbach. There being five affirmative votes...**Motion Carried.**

VII.) CALENDAR ITEMS

Committee Meetings	May 14	6:00 p.m. at village hall
Regular Village Board	May 15	7:00 p.m. at village hall

VIII.) ADJOURNMENT:

There being no further business to conduct, Trustee Kern moved, and Trustee Rich seconded the motion to adjourn.

The board unanimously approved the motion by voice vote and the meeting adjourned at 7:25 p.m.

Respectfully Submitted,



Lori Lewis
Village Clerk

Village of Deer Creek
Committee Meeting Minutes
May 14, 2018 ~ 6:00 p.m.

The committee meetings were called to order. They were held at Village Hall.

Present: Mary Eschelbach, Grant Hackney, Terry Kern, Ben Koch, Mark Rich

Absent: Tony Berardi

Also: Village President Jim Hackney, PWS Gordon Robertson, Chief Potts, Engineer Duane Yockey, Jeff Rogers, and Lori Lewis

Police

- There was a miscalculation with the budget for 2017-18 and when discovered the total budget number was over by some. The equipment purchased in April was going to be purchased in the new fiscal year anyway, so the numbers for the new fiscal year will reflect that mistake.

Street

- Crack filling of the truck route was done today (May 14). Final cost may be a bit over what was quoted.
- Striping costs were reviewed. Two estimates were received: One from Stephens in the amount of \$910 and one from Ace striping in the amount of \$1600. Gordon will confirm the lineal footage.

Water

- Engineer Yockey reported that the well drillers were at 175 feet depth as of this afternoon. This is about the halfway mark. Everything is moving along as expected.
- Plans for the treatment plant are in progress but will not be completed until pump tests and water quality results are received. Per conversation with Village President Hackney, Duane will spec the building as a Morton-type building with proper ratings for the chemical room. Colors will match the lagoon building.

Sewer

- The closing on the Schlipf property will be on Wednesday May 16. The property will need to be annexed and the road separated from the property.

Park & Community Events

- Updated plans for the community center were reviewed and discussed. Terry is working on the kitchen design, including non-commercial appliances (stove, refrigerator, dish washer). Lori will gather pricing for an ice cream machine. The committee will recommend acceptance of this plan and begin gathering cost estimates. Gordon will make contact with the phone company to see about removing the old trees on their property, so they do not overhang the roof on the new building.
- Cost estimates were reviewed on the park pavilion replacement. An additional quote will be obtained and reviewed next month. Demolition of the old structure will be done by the village.
- The cruise-in is scheduled for June 8. The event permit has been submitted. Jim McGrew will be present at the board meeting this month to request a TIF grant for the purchase of prizes and ice cream in the same fashion as last year.

- Sid McGuire submitted a request to the village for donations to the SAL St. Jude Canoe Float. The committee will not recommend making a donation of this fashion. Those in attendance at this meeting were encouraged to donate privately if they saw fit.

Finance, Administration & Development

- The annual recycling agreement with Tazewell County will be presented for acceptance and signature. The grant amount this year is on the amount of \$1,319.06.
- Blunier's estimate for the replacement of the roof on the village hall is \$about \$25,000. Another party is interested in quoting this project; therefore, this will be tabled to next month. The paint costs were received. Colors for this building will also match the lagoon building and the new treatment plant.
- Village President Hackney informed the committee that the village attorney will be presenting some information regarding the creation of a TIF district on the Wurnnest property with the idea that funds generated would help to offset infrastructure costs. There has been conversation regarding a new business interested in purchasing additional farm ground east of the completed area on East First Avenue. The buyer is not interested in obtaining grant funds to help with the infrastructure in this area due to the constricted requirements but plans to seek the assistance available for training the workforce.
- Jason Hawksworth was present to discuss a couple of new solar projects. First is an additional rack to the west side of village hall. The attorney recommends the same type of agreement as the existing system for the pumphouse. Cost would be about \$15,000 on a lend/lease program with a 10-year payback. Also, the construction of a community solar project at the newly purchased Schlipf property was discussed. This would be a subscription-based project with the school and others locally offered first opportunities to purchase.

There being no further business to discuss, these meetings were adjourned.

Respectfully Submitted,



Lori Lewis
Recording Secretary
Village Clerk

Village of Deer Creek
P.O. Box 38
Deer Creek, IL 61733

Public Works Department Monthly Report
May 2018

To: Village President and Board of Trustees

RE: Monthly operations of the Public Works Department included completed projects, those currently in progress and completed jobs.

Water and Sewer Department

Finished projects

- 1,000 feet fence replaced

Current projects

- Lagoon manhole replacements, Titan is working on this
- Titan making new pump upper lift brackets
- Curb box inspections, inspected/repared 243, 11 to fix, 0 left to inspect
- Updating of water main map
- Moving water meter readers, making a new map, 80% done
- New water well 157feet deep
- Replace pump house door
- Move water meter readers 45 to do 6 done

Future projects

- Tree root in sewer repair
- Sanitation manhole water infiltration repairs, map done
- Exercise water main valves, manhole inspections
- Clean and camera sewer lines, starting with Green St headed south
- Replace water main 1st and Logan
- Tear down old water tower
- Replace 1,000 feet of lagoon fence
- New wet well pump due in June
- Water tower tear down

Street Department

Finished Projects

- Truck route crack fill


Current Projects

- Culvert clean outs done up to Park Ave
- Sweep streets

Future Projects

- Repair culvert on N Main
- Blacktop repair, spray patch 6 spots
- Christmas lights, new power drops
- New park pavilion
- Strip truck route
- Tear out water tower fence

Respectfully submitted,


Gordon Robertson
Superintendent of Public Works

May 5, 2018

To: Deer Creek President and Board of Trustees

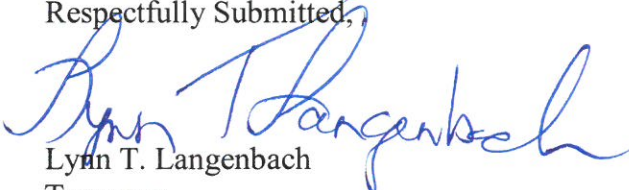
From: Lynn Langenbach, Treasurer

Re: 2018 April
Treasurer's activities

As the Treasurer for the Village of Deer Creek, I completed the following duties for the month as required:

1. Reconciliation of all bank accounts.
2. Preparation of monthly financial report (income and expenses of all village accounts).
3. Spot check trace of transactions from the general ledger in each account to the bank statements.
4. Spot check trace of the water billing registers from past month to current month.

Respectfully Submitted,



Lynn T. Langenbach
Treasurer

VILLAGE OF DEER CREEK
 Monthly Treasurer's Report

Report information generated from 04/01/2018-04/30/2018

GENERAL FUND

Beginning Balance	58,876.68
Tax Receipts	13,656.89
Utility Tax/SMT Revenue	4,413.29
Police Revenue	9,288.15
Payroll Transfer	8,140.06
Additional Income	0.00
Interest	6.06
Payroll	(23,378.82)
Warrants (Bills Paid)	(19,929.57)
Ending Balance	<u>51,072.74</u>

OPERATIONS & MAINTENANCE FUND

Beginning Balance	2,416.29
Transfer from W&S Fund	11,000.00
Interest	0.10
Payroll Transfer	(8,140.06)
Warrants (Bills Paid)	(4,162.93)
Deposit Refunds	0.00
Ending Balance	<u>1,113.40</u>

ADDITIONAL FUNDS

	Beginning Balance	Revenue Deposits	Withdrawals	Interest	Account Balance
General Savings	183,003.21	0.00	0.00	45.12	183,048.33
Community Center Savings	0.00	1,515.00	0.00	0.08	1,515.08
General CD (comm center)	10,000.00	0.00	0.00	0.00	10,000.00
Water & Sewer Checking	4,075.03	15,141.47	13,000.00	0.28	6,216.78
Depreciation Checking	33,083.84	4,000.00	0.00	3.89	37,087.73
Special Tax Allocation Fund Checking	489,840.82	0.00	2,395.94	402.40	487,847.28
Motor Fuel Tax Checking	29,295.53	1,367.79	0.00	1.25	30,664.57
CD 24-month (backhoe)	40,000.00	0.00	0.00	0.00	40,000.00
CDAP Grant Checking	50.00	0.00	0.00	0.00	50.00

TOTAL CASH ASSETS

Current Month:	847,100.83
Previous Month:	850,641.40

Prepared By:
 Lynn Langenbach, Treasurer

Village of Deer Creek

Bills Paid & Payable Report

May 2018

General Fund

Ag-Land	fuel	
Ameren IL	park	39.29
Ameren IL	village hall	135.49
Ameren IL	street lights	260.88
Blue Cross/Blue Shield IL	Rogers	498.00
Blue Cross/Blue Shield IL	Lewis	1,383.16
Delta Dental	1/2 dental/vision insurance	109.68
Lewis, Yockey & Brown		333.00
CDS Leasing	copier agreement/toner	150.00
Area Recycling	2 pick-ups	550.00
Courier Newspapers	zoning hearing notice	51.17
Tri-County Mower & Tractor	mower repairs	479.04
Markley's Pest Elimination Services	monthly	30.00
Miller Materials	CA6	279.00
Delbert Bice	truck repair	516.21
FJT Office Supply		65.86
McGrath Law Office		315.00
Mediacom	internet	
Verizon Wireless		105.77
Frontier		127.23
	Total general expenses:	<u>5,428.78</u>

Police Expenses

Ag-Land	fuel	1,051.61
Ameren Illinois	office	85.26
Mediacom	phone	36.67
RDJ Specialties, Inc	kid's badges	574.02
Lexipol	online policy	1,622.00
FJT Office Supplies		21.98
LCD Uniforms	Stein	17.00
Schrock Repair, Inc.	2013 Explorer	534.86
McGrath Law Office	policy manual	1,632.00
Peoria Plaza Tire		139.14
Ragan Communications, Inc.	monthly	44.07
Woodcom		473.00
TPCCC	monthly	608.00
Verizon	aircards for squads @ 36.01 ea	108.03
Verizon Wireless		105.78
	Total police expenses:	<u>7,053.42</u>

Total General Fund Expenses: 12,482.20

Village of Deer Creek

Bills Paid & Payable Report

May 2018

Operations & Maintenance

Ag-Land	fuel	456.71
Ameren Illinois	water tower	36.46
Ameren Illinois	lagoon	33.09
Ameren Illinois	pumphouse	85.26
Blue Cross/Blue Shield	Lewis	1,383.16
Delta Dental	1/2 dental/vision insurance	109.69
All Small Repair	2-ton inspection	28.00
Hawk Attollo	monthly power purchase	124.28
Hawkins	chemicals	411.15
USA Blue Book		99.97
Illinois Electric Works	pump fans	284.26
PDC Laboratories	water & sewer tests	199.65
Nicor	lagoon building	131.30
VODC General Fund	payroll transfer	5,869.51
	Total O&M Expenses:	<u>9,252.49</u>

Credit Card Charges

Material supplies		<u>767.31</u>
		<u>767.31</u>

TIF

Lewis, Yockey & Brown	Well #5	977.85
Lewis, Yockey & Brown	Treatment Plant #2	<u>5,143.50</u>
		<u>6,121.35</u>

Depreciation

Hohulin Fence	1060' lagoon fence replacement	12,165.55
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05/14/18

**Deer Creek General Fund
Payroll Summary
April 2018**

	Hours	Apr 18
Employee Wages, Taxes and Adjustments		
Gross Pay		
Clerk/Collector	120	2,800.00
Police Chief	160	3,565.38
Trustee Salary Quarterly		785.00
Administrative	12	132.00
Hourly	13.25	132.50
Maintenance - General	216	3,284.00
Maintenance - O&M	272	4,202.40
Maintenance - OT	9.5	246.77
Police	336.75	5,456.50
Police Training		0.00
Treasurer	1	143.03
Vacation Hourly Rate		0.00
Total Gross Pay	1,140.5	20,747.58
Adjusted Gross Pay	1,140.5	20,747.58
Taxes Withheld		
Federal Withholding		-2,027.00
Medicare Employee		-300.86
Social Security Employee		-1,286.33
IL - Withholding		-1,027.00
Medicare Employee Addl Tax		0.00
Total Taxes Withheld		-4,641.19
Deductions from Net Pay		
Child Support		-412.25
Total Deductions from Net Pay		-412.25
Net Pay	1,140.5	15,694.14
Employer Taxes and Contributions		
Medicare Company		300.86
Social Security Company		1,286.33
IL - Unemployment Company		79.95
Total Employer Taxes and Contributions		1,667.14

Deer Creek General Fund
 Income Details
 April 2018

	Apr 18	May '17 - Apr 18
Income		
Interest	6.06	1,229.19
Liquor License Fees	50.00	2,175.00
Misc. Income	0.00	438.17
Payroll Transfer	8,140.06	73,288.40
Permits and Fees	25.00	7,480.13
Recycling	0.00	911.70
Special Projects Income	1,515.00	3,646.58
Tax Receipts		
Income Tax	5,977.77	74,571.47
Local Use Tax	1,341.00	18,262.58
Replacement Tax	255.59	1,180.26
Sales Tax	6,082.53	83,553.20
STAF Income	0.00	24,373.94
Tazewell County		
Corporate	0.00	66,141.41
Road and Bridge	0.00	4,514.87
Total Tazewell County	0.00	70,656.28
Woodford County		
Corporate	0.00	6,952.51
Road and Bridge	0.00	530.50
Total Woodford County	0.00	7,483.01
Utility Tax	2,588.80	26,847.89
Utility aggregate	186.21	2,319.08
Video Gaming Tax	683.54	4,914.17
Simplified Telecomm. Tax.	954.74	12,932.11
Total Tax Receipts	18,070.18	327,093.99
Police Department		
Fine Income		
Drug Enforcement/DUI	329.00	1,729.00
Goodfield Reimbursed Fines	824.00	9,276.97
Tazewell County Fines	94.48	1,143.79
Woodford County Fines	1,276.67	14,768.84
Vehicle Fund	80.00	968.90
Total Fine Income	2,604.15	27,887.50
Other Funds	0.00	375.00
Goodfield Contract	6,609.00	79,308.00
Ordinance Violations	0.00	2,355.00
Police Reports	0.00	35.00
Training Reimbursement	0.00	1,740.00
Total Police Department	9,213.15	111,700.50
Total Income	37,019.45	527,963.66
Expense	0.00	0.00
Net Income	37,019.45	527,963.66