

# Village of Deer Creek

101 W. First Ave. PO Box 38

Deer Creek, IL 61733

Tuesday December 18, 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, Mary Eschelbach, Grant Hackney, Mark Rich

**Absent:** Trustee Ben Koch

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

### II.) APPROVAL OF CONSENT AGENDA

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

#### On roll call the vote was:

**Ayes:** 4 – Berardi, Eschelbach, Hackney, Rich

**Nays:** 0 – None.

**Absent:** 1 – Koch. There being four affirmative votes...**Motion Carried.**

### III.) PUBLIC COMMENT

Trustee Eschelbach noted how nice the Christmas lights looked along First Street.

### IV.) REPORTS

#### A. Public Works Department –

Trustee Hackney moved, and Trustee Rich seconded the motion to purchase the 5hp Ebara submersible pump from IL Electric Works at a cost of \$3,982.80.

#### On roll call the vote was:

**Ayes:** 4 – Berardi, Eschelbach, Hackney, Rich

**Nays:** 0 – None.

**Absent:** 1 – Koch. There being four affirmative votes...**Motion Carried.**

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

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

D. **Engineer** – None.

E. **Attorney** – None.

**V.) OLD BUSINESS**

Trustee Rich moved, and Trustee Hackney seconded the motion to issue the Notice of Award to GA Rich & Sons for the for the construction of the Water Treatment Plant #2, using Kern Construction as the sub-contractor for the building construction, because Kern Construction employs locally, and waiving the formal bid requirements by two-thirds vote of the elected officials. GA Rich, our local plumbing contractor, maintains all water and sewer issues within the village, therefore, the president and board of trustees feels it is vital to keep this consistency with the village infrastructure.

**On roll call the vote was:**

**Ayes:** 5 – Berardi, Eschelbach, Hackney G, Rich, Hackney J

**Nays:** 0 – None.

**Absent:** 1 – Koch. There being five affirmative votes...**Motion Carried.**

No updates on new TIF district.

Trustee Eschelbach moved, and Trustee Rich seconded the motion to purchase the Generac generator from Roy Keith Electric in the amount of \$5,375.

**On roll call the vote was:**

**Ayes:** 4 – Berardi, Eschelbach, Hackney, Rich

**Nays:** 0 – None.

**Absent:** 1 – Koch. There being four affirmative votes...**Motion Carried.**

**VI.) NEW BUSINESS**

Trustee Hackney moved, and Trustee Berardi seconded the motion to adopt Ordinance 656 which repeals Ordinance 617 relating to hours of operation for dealers in intoxicating liquor.

**On roll call the vote was:**

**Ayes:** 4 – Berardi, Eschelbach, Hackney, Rich

**Nays:** 0 – None.

**Absent:** 1 – Koch. There being four affirmative votes...**Motion Carried.**

Trustee Berardi moved, and Trustee Rich seconded the motion to hire and authorize the village president to sign the contract with Ginoli & Company CPA to conduct the annual audit for a term of three years as presented in the contract, in the amounts of \$5,250, \$5,400, and \$5,550.

**On roll call the vote was:**

**Ayes:** 4 – Berardi, Eschelbach, Hackney, Rich

**Nays:** 0 – None.

**Absent:** 1 – Koch. There being four affirmative votes...**Motion Carried.**

Trustee Eschelbach shared with those in attendance the tradition of placing a tree at the highest point of a new building under construction, known as the “topping out ceremony”. In Germany the fashion was to put up an evergreen tree signaling the birth of a new building. It may have helped to ward off evil spirits or even to ask for prosperity in the future for the people and the land.

**VII.) CALENDAR ITEMS**

Committee Meetings  
Regular Village Board

January 14  
January 15

6:00 p.m. at village hall  
7:00 p.m. at village hall

**VIII.) ADJOURNMENT:**

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

The board unanimously approved the motion by voice vote and the meeting adjourned at 7:17 p.m.

Respectfully Submitted,



Lori Lewis  
Village Clerk

**Village of Deer Creek**  
**Committee Meeting Minutes**  
January 14, 2019 ~ 6:00 p.m.

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

Present: Tony Berardi, Mary Eschelbach, Grant Hackney, Mark Rich

Absent: Ben Koch

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

**Police**

- The first item of business discussed was the update on the radio situation from Woodford County. They are anticipating the switch over to StarComm in June or July. Chief Potts has been researching the costs of new portables in order to continue communications. At the time of the switch, there will also be a monthly air time charge of \$36 per month (like we currently pay for TC3 at \$44 per month). This conversation and any decisions made regarding radios will affect the budget and the Goodfield contract for the coming year.
- Chief Potts will not be at next month's meetings.

**Street**

- Snow removal efforts went well over the weekend. There were problems with the big plow. They anticipate it being fixed before the next round comes in next weekend.

**Water**

- Treatment plant update: Plant drawings did not include floor drains or a sewer tie-in. Is this needed?

**Sewer**

- The sewer point repair in the alley has been completed. Need to get a copy of the video.

**Park & Community Events**


- Community center update: The committee needs to work at putting together some policy for the use of the building as it gets closer to open. Lori will get copies of other communities' policies to reference.

**Finance, Administration & Development**

- There are a couple of agreements for the community solar project that the committee will recommend approval.
- The committee will recommend acceptance of the utility easement vacation at Aunt Em's property.

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

Respectfully Submitted,



Lori Lewis

Recording Secretary  
Village Clerk

To: Village President and Board of Trustees  
From: Village Clerk Lori Lewis

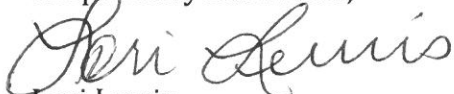
RE: Monthly operations report of the clerk's office

This is the monthly report of the activities of my office including work completed by the clerk, collector and office assistant.

The following activities were completed by this office for the months of **November and December 2018**:

- Water bills prepared and mailed
- Water payments posted 2 to 3 times per week and deposits made
- Accepted water applications and deposits from new residents
- General fund checks received, posted, and deposits made
- Prepared payroll including payroll taxes filed and quarterly reports
- Prepared the following for the regular monthly board meeting:
  - Bills payable report
  - Minutes of previous meetings
  - Agendas
  - Review and sort bills to be paid and print checks
  - Prepare checks and bills for mailing
  - Police income/expense report prepared
- Filing
- Building permits issued: 1 - Garage; deal with placement of this building on property, work with MB to move and place properly
- Scheduled zoning hearing
- Continue to assist with project management for water treatment, and community center
- Continued training with Jodi McMahon for office help
- Work on design of kitchen and office space and IT for new office

Respectfully Submitted,

  
Lori Lewis  
Village Clerk

# Village of Deer Creek

## Bills Paid & Payable Report

January 2019

### General Fund

Ag-Land	fuel	290.77
Ameren IL	park	53.01
Ameren IL	village hall	
Ameren IL	street lights	275.43
Blue Cross/Blue Shield IL	Rogers	498.00
Blue Cross/Blue Shield IL	Lewis	1,434.33
Delta Dental	1/2 dental/vision insurance	109.68
Lewis, Yockey & Brown		47.50
Lewis, Yockey & Brown	new TIF	47.50
Deer Creek Flange Pipe Company	metal plate blast	70.00
CDS Leasing	copier agreement/toner	150.00
Area Recycling	2 pickups plus market	660.25
NAPA Auto Parts		150.56
Markley's Pest Elimination Services	monthly	30.00
Tri-County Mower		131.46
Schrock Repair	red truck	850.06
Wissel Trucking	white rock	761.28
McGrath Law Office		448.00
Mediacom	internet	62.49
Verizon Wireless		105.90
Frontier		103.96
	Total general expenses:	<u>6,280.18</u>

### Police Expenses

Ag-Land	fuel	545.27
Ameren Illinois	office	153.54
Mediacom	phone	37.63
TCACOP	dues	150.00
Peoria Plaza Tire		150.00
Schrock Repair	2017 Explorer	236.61
TC3	quarterly dispatch	
Ragan Communications, Inc.	monthly	44.07
Woodcom		473.00
Verizon	aircards for squads @ 36.01 ea	108.03
Verizon Wireless		105.90
	Total police expenses:	<u>2,004.05</u>

**Total General Fund Expenses:** 8,284.23

# Village of Deer Creek

## Bills Paid & Payable Report

January 2019

### Operations & Maintenance

Ag-Land	fuel	
Ameren Illinois	water tower	43.91
Ameren Illinois	lagoon	35.42
Ameren Illinois	pumphouse	153.54
Blue Cross/Blue Shield	Lewis	1,434.33
Delta Dental	1/2 dental/vision insurance	109.69
Advantage Computer	bill cards	330.00
Hawk Attollo	monthly power purchase	79.23
FJT Office Supplies	ups shipping	31.50
GA Rich	backflow inspection	85.00
SJ Smith		18.60
PDC Laboratories	water & sewer tests	164.80
Nicor	lagoon building	200.75
VODC General Fund	payroll transfer	6,029.39
	<b>Total O&amp;M Expenses:</b>	<u>8,716.16</u>

### Credit Card Charges

Office	
Material Supplies	
Police	
	<u>0.00</u>

### TIF

Lewis, Yockey & Brown	Treatment Plant #2	948.89
Kern Construction	community center	25,000.00
GA Rich & Sons	Treatment Plant #2	3,974.46
		<u>29,923.35</u>

### Trustees

Berardi, Tony	120.00
Eschelbach, Mary	165.00
Hackney, Grant	165.00
Koch, Ben	90.00
Rich, Mark	120.00
Hackney, Jim	275.00
Lewis, Lori	350.00

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

	Hours	Dec 18
<b>Employee Wages, Taxes and Adjustments</b>		
<b>Gross Pay</b>		
Clerk/Collector	120	2,586.54
Police Chief	160	3,673.08
Hourly	42.25	422.50
Maintenance - General	219.5	3,417.50
Maintenance - O&M	262	4,107.65
Maintenance - OT	10	268.16
Police	318.5	5,433.25
Police Training		0.00
Vacation Hourly Rate	7.5	131.25
<b>Total Gross Pay</b>	<b>1,139.75</b>	<b>20,039.93</b>
<b>Adjusted Gross Pay</b>	<b>1,139.75</b>	<b>20,039.93</b>
<b>Taxes Withheld</b>		
Federal Withholding		-2,085.00
Medicare Employee		-290.58
Social Security Employee		-1,242.49
IL - Withholding		-992.00
Medicare Employee Addl Tax		0.00
<b>Total Taxes Withheld</b>		<b>-4,610.07</b>
<b>Deductions from Net Pay</b>		
Child Support		-79.65
<b>Total Deductions from Net Pay</b>		<b>-79.65</b>
<b>Net Pay</b>	<b>1,139.75</b>	<b>15,350.21</b>
<b>Employer Taxes and Contributions</b>		
Medicare Company		290.58
Social Security Company		1,242.49
IL - Unemployment Company		29.40
<b>Total Employer Taxes and Contributions</b>		<b>1,562.47</b>



Deer Creek General Fund  
Income Details  
December 2018

	Dec 18	May - Dec 18
<b>Income</b>		
Interest	6.56	252.96
Liquor License Fees	0.00	1,675.00
Misc. Income	0.00	305.49
Payroll Transfer	6,268.91	47,388.19
Permits and Fees	277.00	3,593.20
Recycling	0.00	3,818.13
Special Projects Income	611.00	1,481.00
<b>Tax Receipts</b>		
Income Tax	4,008.80	44,454.55
Local Use Tax	1,796.46	12,789.61
Replacement Tax	44.92	712.69
Sales Tax	6,786.69	49,624.60
STAF Income	0.00	25,325.04
<b>Tazewell County</b>		
Corporate	0.00	69,209.94
Road and Bridge	0.00	4,567.16
<b>Total Tazewell County</b>	0.00	73,777.10
<b>Woodford County</b>		
Corporate	0.00	7,438.87
Road and Bridge	0.00	547.50
<b>Total Woodford County</b>	0.00	7,986.37
Utility Tax	1,920.31	17,518.05
Utility aggregate	307.77	1,617.92
Video Gaming Tax	1,108.05	8,330.51
Simplified Telecomm. Tax.	881.84	7,520.94
<b>Total Tax Receipts</b>	16,854.84	249,657.38
<b>Police Department</b>		
<b>Fine Income</b>		
Drug Enforcement/DUI	0.00	21.00
Goodfield Reimbursed Fines	0.00	897.42
Tazewell County Fines	42.72	404.83
Woodford County Fines	1,742.76	12,326.10
Vehicle Fund	100.00	796.00
<b>Total Fine Income</b>	1,885.48	14,445.35
Goodfield Contract	0.00	49,504.00
Ordinance Violations	200.00	1,500.00
Police Reports	0.00	55.00
<b>Total Police Department</b>	2,085.48	65,504.35
<b>Total Income</b>	26,103.79	373,675.70
<b>Expense</b>	0.00	0.00
<b>Net Income</b>	<b>26,103.79</b>	<b>373,675.70</b>

**VILLAGE OF DEER CREEK**  
 Monthly Treasurer's Report

1/10/2019

Report information generated from 12/01/2018-12/31/2018

**GENERAL FUND**

Beginning Balance	68,839.44
Tax Receipts	16,854.84
Police Revenue	2,085.48
Payroll Transfer	6,268.91
Additional Income	888.00
Interest	6.23
Payroll	(22,007.57)
Warrants (Bills Paid)	(12,020.13)
Ending Balance	<u>60,915.20</u>

**OPERATIONS & MAINTENANCE FUND**

Beginning Balance	1,987.05
Transfer from W&S Fund	10,000.00
Interest	0.25
Payroll Transfer	(6,268.91)
Warrants (Bills Paid)	(2,413.22)
Deposit Refunds	0.00
Ending Balance	<u>3,305.17</u>

**ADDITIONAL FUNDS**

	Beginning Balance	Revenue Deposits	Withdrawals	Interest	Account Balance
General Savings	163,967.42	1,516.17	0.00	41.38	165,524.97
Community Center Savings	1,515.84	0.00	1,516.17	0.33	0.00
General CD (comm center)	10,000.00	0.00	0.00	0.00	10,000.00
Water & Sewer Checking	5,296.17	11,328.47	12,000.00	0.27	4,624.91
Depreciation Checking	27,624.46	2,000.00	0.00	3.35	29,627.81
Special Tax Allocation Fund Checking	300,795.28	0.00	71,802.65	223.92	229,216.55
Motor Fuel Tax Checking	41,237.28	1,587.96	0.00	1.80	42,827.04
CD 24-month (backhoe)	41,383.95	0.00	0.00	0.00	41,383.95

**TOTAL CASH ASSETS**

Current Month:	587,425.60
Previous Month:	661,131.05

Prepared By:  
 Jodi McMahon