

Village of Deer Creek

101 W. First Ave. PO Box 38

Deer Creek, IL 61733

Tuesday December 19, 2017

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 Karl Eschelbach, Grant Hackney, Terry Kern, Ben Koch, Mark Rich

Absent: Trustee Tony Berardi

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

II.) PLEDGE OF ALLEGIANCE

III.) APPROVAL OF CONSENT AGENDA

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

On roll call the vote was:

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

Nays: 0 – None.

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

IV.) PUBLIC COMMENT – State Representative Keith Sommer was in attendance to wish the board a Merry Christmas and offer his assistance should the village need anything.

V.) REPORTS

A. **Public Works Department** – Report on file.

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

C. **Police Chief** – Report presented.

D. **Engineer** – None.

E. **Attorney** – Attorney McGrath updated the board on the status of the lagoon road easement. Mr. Schlipf responded (via attorney) that he will pursue action but is willing to offer the village an option to purchase the property for the non-negotiable amount of \$20,000. Village President Hackney requested placing this issue on the agenda for further discussion and action in January.

VI.) OLD BUSINESS

Trustee Hackney moved and Trustee Rich seconded the motion to authorize the village engineer to prepare the bid documents for the well construction.

On roll call the vote was:

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

Nays: 0 – None.

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

VII.) NEW BUSINESS

Trustee Rich moved, and Trustee Eschelbach seconded the motion to adopt Ordinance 646, an ordinance adopting the sexual harassment policy for the Village of Deer Creek.

On roll call the vote was:

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

Nays: 0 – None.

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

Trustee Rich moved and Trustee Koch seconded the motion to renew the lease agreement with NOIZE Communications for the use of the old water tower for their telecommunications services through April 20⁽¹²⁾ 21.

On roll call the vote was:

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

Nays: 0 – None.

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

VIII.) CALENDAR ITEMS

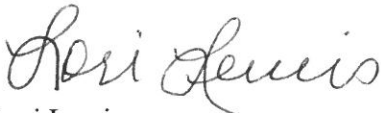
Committee Meetings	January 15	6:00 p.m. at village hall
Regular Village Board	January 16	7:00 p.m. at village hall

IX.) ADJOURNMENT:

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

The board unanimously approved the motion by voice vote and the meeting adjourned at 7:14 p.m.

Respectfully Submitted,



Lori Lewis
Village Clerk

Village of Deer Creek
Committee Meeting Minutes
January 15, 2018 ~ 6:00 p.m.

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

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

Absent: Karl Eschelbach, Tony Berardi, Village President Jim Hackney

Also: Gordon Robertson, Engineer Duane Yockey, Chief Potts, Jeff Rogers, and Lori Lewis

Police: Chief Potts informed the committee he has hired a new part time officer with PTI and numerous years of experience.

The committee will recommend renewal of the Montgomery Township intergovernmental agreement effective January 1, 2018 through April 30, 2021.

Chief Potts presented a preliminary budget for the 18-19 fiscal year. He addressed an additional shift being added to the schedule, among other item adjustments. He will recommend an approximate 7% increase to the Goodfield contract this coming fiscal year.

Additional items discussed were the changes needed to the village code to include the construction of beer gardens and the licensing for same and also special event licenses. A draft ordinance will be presented next month.

Water: Engineer Yockey reported that we are still waiting for the construction permit for the well.

As soon as the permit is received, the bid documents will go out and Mr. Yockey will plan for a three-week turnaround to bid opening. The plan is to drill the well and test it. The committee will recommend that the board waive the bidding requirements for the treatment and water main with the statutory voting requirement and authorize GA Rich to work with the engineer on plans and construction. The committee discussed whether or not to replace the 4" water main along First Ave. or just install the 6" for the well and leave the 4" in place and connected. As long as the line is in good shape, Duane recommends leaving it in service with all water connections on that line.

A second quote for removal of the old water tower was received. The engineer recommends if the village wants to pursue this soon, he should prepare a Request for Proposal and send out to those interested parties.

Sewer: Still waiting for the NPDES permit.

Streets: the committee will recommend an offer of \$15,000 to purchase the land south of the lagoon area if the village attorney feels that a counter-offer would be acceptable. The next step after this situation is resolved would be to put an offer in to purchase the easement owned by Margaret Wurmnest and that should end any issues with the use of this road.

Park & Community Events: No business.

Finance, Administration & Development: The committee discussed possible interest shown in subdivision development. The clerk will make contact and gather further information.

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

Respectfully Submitted,

A handwritten signature in cursive script that reads "Lori Lewis".

Lori Lewis
Recording Secretary
Village Clerk

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

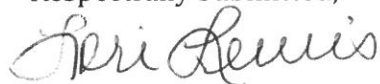
RE: Monthly operations report of the clerk's office

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 2017**:

- 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 - 0
- Newsletter
- The 5th grade class from the Intermediate school was given a tour of the pumphouse solar panels after they had completed a lesson on alternative power. Approximately 80 students attended and Jason Hawksworth assisted with the tour.
- In the month of December this office helped to coordinate with Buddie's a Christmas Angel Tree for families that needed a hand during the holiday season. This provide seven families in the community with some help from others by way of gifts and credits to water bills.

Respectfully Submitted,



Lori Lewis
Village Clerk

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

Public Works Department Monthly Report
January 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

- Install thermometer lagoon pit and injector pit

Current projects

- Sump pump inspections continue; 16 left to inspect
- Lagoon manhole replacements, Titan is on
- Curb box inspections, inspected/repaired 234, 18 to fix, 0 left to inspect

Future projects

- Repair door and gate at pump house
- Lagoon road repair
- Tree root in sewer repair
- Sanitation manhole water infiltration repairs
- Move water meter readers, 45 to do

Street Department

Finished Projects

- 1st street hole repair
- 2 sidewalks repaired
- Cub mower deck rebuilt

Current Projects

- Spring prep
- Rework park picnic tables
- Culvert clean outs done up to Park Ave
- Summer equipment maintenance

Future Projects

- Repair culvert on N Main
- Blacktop repair, spray patch 6 spots
- Christmas lights, new power drops

Respectfully submitted,



Gordon Robertson
Superintendent of Public Works

January 7, 2018

To: Deer Creek President and Board of Trustees

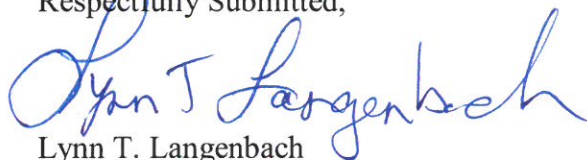
From: Lynn Langenbach, Treasurer

2017
Re: 201 December
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 12/01/2017-12/31/2017

GENERAL FUND

Beginning Balance	69,016.72
Tax Receipts	12,146.17
Utility Tax/SMT Revenue	3,869.86
Police Revenue	8,238.30
Payroll Transfer	5,514.80
Additional Income	500.00
Interest	6.51
Payroll	(19,937.82)
Warrants (Bills Paid)	(12,659.39)
Ending Balance	<u><u>66,695.15</u></u>

OPERATIONS & MAINTENANCE FUND

Beginning Balance	1,679.89
Transfer from W&S Fund	14,000.00
Interest	0.14
Payroll Transfer	(5,514.80)
Warrants (Bills Paid)	(8,983.88)
Deposit Refunds	(161.49)
Ending Balance	<u><u>1,019.86</u></u>

<u>ADDITIONAL FUNDS</u>	Beginning Balance	Revenue Deposits	Withdrawals	Interest	Account Balance
General Savings	182,957.09	0.00	0.00	46.12	183,003.21
General CD (comm bldg)	10,000.00	0.00	0.00	0.00	10,000.00
Water & Sewer Checking	3,987.69	12,309.85	14,000.00	0.27	2,297.81
Depreciation Checking	34,271.33	0.00	0.00	3.94	34,275.27
Special Tax Allocation Fund Checking	642,282.31	0.00	133,422.59	451.46	509,311.18
Motor Fuel Tax Checking	23,177.78	1,585.34	0.00	1.03	24,764.15
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:	871,416.63
Previous Month:	1,007,422.81

Prepared By:
 Lynn Langenbach, Treasurer

Village of Deer Creek

Bills Paid & Payable Report

January 2018

General Fund

Ag-Land	fuel	113.29
Ameren IL	park	42.14
Ameren IL	village hall	163.52
Ameren IL	street lights	
Blue Cross/Blue Shield IL		498.00
Delta Dental	1/2 dental/vision insurance	109.68
Lewis, Yockey & Brown		427.50
CDS Leasing	copier agreement/toner	149.88
Fastenal		4.74
NAPA Auto Parts		65.26
Rogers Group	CA-6	657.12
Markley's Pest Elimination Services	monthly	30.00
McGrath Law Office		
Titan Industries, Inc		50.00
TriCounty Mower & Tractor, Inc.	mower maintenance	337.23
Mediacom	internet	62.49
Verizon Wireless		135.46
Frontier		105.46
	Total general expenses:	<u>2,951.77</u>

Police Expenses

Ag-Land	fuel	612.40
Ameren Illinois	office	187.24
Mediacom	phone	36.67
Schrock Repair, Inc.	2009 Expedition	352.67
MES	uniform - Amigoni	54.48
Mangold Ford		161.37
Ragan Communications, Inc.	monthly	44.07
Woodcom		473.00
TPCCC	monthly	608.00
Verizon	aircards for squads @ 38.01 ea	103.77
Verizon Wireless		100.00
	Total police expenses:	<u>2,733.67</u>

Total General Fund Expenses: 5,685.44

Village of Deer Creek

Bills Paid & Payable Report

January 2018

Operations & Maintenance

Ag-Land	fuel	113.29
Ameren Illinois	water tower	38.33
Ameren Illinois	lagoon	34.91
Ameren Illinois	pumphouse	187.24
Advantage Computer		31.25
Delta Dental	1/2 dental/vision insurance	109.69
Lewis, Yockey & Brown		1,590.39
Hawk Attollo	monthly power purchase	70.36
Hawkins, Inc.	chemicals	573.75
Martin Equipment		40.50
JULIE, Inc.	annual assessment	130.58
R.P. Lumber		35.98
SJ Smith	welding supplies	77.53
PDC Laboratories	water & sewer tests	137.76
USA Blue Book	chemical pump	1,135.97
Nicor	lagoon building	
VODC General Fund	payroll transfer	5,255.90
	Total O&M Expenses:	<u>9,563.43</u>

Credit Card Charges

Office expenses/postage		
Material supplies		
Police department		
		<u>0.00</u>

TIF

Lewis, Yockey & Brown	Well #5	570.00
GA Rich	valve work	4,014.50
		<u>4,584.50</u>

Trustees

Tony Berardi	45.00
Karl Eschelbach	135.00
Grant Hackney	135.00
Terry Kern	135.00
Ben Koch	105.00
Mark Rich	105.00
Jim Hackney	225.00
Lori Lewis	300.00

**Deer Creek General Fund
Payroll Summary
December 2017**

	Hours	Dec 17
Employee Wages, Taxes and Adjustments		
Gross Pay		
Clerk/Collector	120	2,500.00
Police Chief	160	3,565.38
Administrative	23.5	258.50
Maintenance - General	209	3,266.50
Maintenance - O&M	232.5	3,632.40
Maintenance - OT		0.00
Police	280.5	4,635.50
Police Training		0.00
Treasurer	1	143.02
Vacation Hourly Rate	17.5	297.50
Total Gross Pay	1,044	18,298.80
Adjusted Gross Pay	1,044	18,298.80
Taxes Withheld		
Federal Withholding		-2,091.00
Medicare Employee		-265.32
Social Security Employee		-1,134.52
IL - Withholding		-905.78
Medicare Employee Addl Tax		0.00
Total Taxes Withheld		-4,396.62
Deductions from Net Pay		
Child Support		-117.15
Total Deductions from Net Pay		-117.15
Net Pay	1,044	13,785.03
Employer Taxes and Contributions		
Medicare Company		265.32
Social Security Company		1,134.52
IL - Unemployment Company		21.80
Total Employer Taxes and Contributions		1,421.64

Deer Creek General Fund
Income Details
December 2017

	Dec 17	May - Dec 17
Income		
Interest	6.51	1,159.21
Liquor License Fees	625.00	2,125.00
Misc. Income	0.00	408.00
Payroll Transfer	5,514.80	48,682.77
Permits and Fees	0.00	6,494.73
Recycling	35.72	866.22
Special Projects Income	500.00	2,115.57
Tax Receipts		
Income Tax	3,670.88	51,607.08
Local Use Tax	1,548.35	11,350.04
Replacement Tax	41.16	660.18
Sales Tax	6,266.22	54,626.96
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	1,780.81	15,468.57
Utility aggregate	136.74	1,493.99
Video Gaming Tax	527.55	3,123.16
Simplified Telecomm. Tax.	1,424.76	8,598.26
Total Tax Receipts	15,396.47	249,441.47
Police Department		
Fine Income		
Drug Enforcement/DUI	0.00	700.00
Goodfield Reimbursed Fi...	0.00	6,219.50
Tazewell County Fines	2.00	351.73
Woodford County Fines	1,121.14	9,112.15
Vehicle Fund	40.00	588.90
Total Fine Income	1,163.14	16,972.28
Other Funds	0.00	235.00
Goodfield Contract	6,609.00	52,263.00
Ordinance Violations	420.00	1,420.00
Police Reports	5.00	20.00
Training Reimbursement	0.00	1,740.00
Total Police Department	8,197.14	72,650.28
Total Income	30,275.64	383,943.25
Expense	0.00	0.00
Net Income	30,275.64	383,943.25