

Village of Deer Creek

101 W. First Ave. PO Box 38

Deer Creek, IL 61733

Tuesday February 20, 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: None

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

II.) **SPECIAL BUSINESS**

Trustee Hackney moved and Trustee Berardi seconded the motion to approve the appointment by Village President Hackney of Mary Eschelbach as trustee to fill the unexpired term of Karl Eschelbach.

On roll call the vote was:

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

Nays: 0 – None. There being five affirmative votes...**Motion Carried.**

Mary was sworn in by Village Clerk Lewis.

III.) **APPROVAL OF CONSENT AGENDA**

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

On roll call the vote was:

Ayes: 6 – Berardi, Eschelbach, Hackney, Kern, Koch, Rich

Nays: 0 – None. There being six affirmative votes...**Motion Carried.**

IV.) **PUBLIC COMMENT** – Trustee Eschelbach thanked the public works department for cleaning the snow off her driveway.

V.) **REPORTS**

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

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

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

D. **Engineer** – None.

E. **Attorney** – Attorney McGrath updated the board on the Schlipf property purchase. The contract had been prepared and sent to Mr. Schlipf for signature three weeks ago. Yesterday, (Monday February 19), Mr. Schlipf contacted the attorney and informed him that he was not happy with the closing costs and determined that he would need \$1000 more. The consensus of the board was to inform Mr. Schlipf that there will be no change to the original offer of purchase.

VI.) OLD BUSINESS

- A. This board meeting will be continued to next Tuesday February 27 at 7:00 p.m. to review bids for the well project. Bids are to be opened at 10:00 a.m. that day.
- B. Conversation continued regarding the location of the community center. The board discussed general ideas for size and also moving the clerk's office and meeting room into the new building. This would then allow the police department to move into the current village hall. Cost estimates will begin to be gathered.

VII.) NEW BUSINESS

- A. A new transformer at the lagoon will only be needed if a larger pump is installed at the lift station. Costs estimates have been requested.

VIII.) CALENDAR ITEMS

Committee Meetings	March 19	6:00 p.m. at village hall
Regular Village Board	March 20	7:00 p.m. at village hall

IX.) RECESS:

There being no further business to conduct at this time, the meeting recessed at 7:25 p.m. to be reconvened next Tuesday, February 27, 2018 at 7:00 p.m.

Respectfully Submitted,



Lori Lewis
Village Clerk

Village of Deer Creek

101 W. First Ave. PO Box 38

Deer Creek, IL 61733

Tuesday February 27, 2018

MINUTES OF THE CONTINUED 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 reconvened the meeting to order at 7:00 p.m.

ROLL CALL

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

Absent: Trustees Terry Kern and Mark Rich

Also Present: PWS Gordon Robertson, Clerk Lori Lewis

The first item of business was the review and award of the well construction project. Engineer Yockey presented the following: Nine bids packets were requested. Four responded. One company is too busy to bid. One cannot do Reverse Rotary Drilling. Two bids were received. Albrecht Well Drilling bid \$185,100 and Brotcke Well and Pump bid \$356,297. Engineer Yockey recommends accepting the bid from Albrecht Well Drilling.

Trustee Hackney moved and Trustee Koch seconded the motion to accept the bid from Albrecht Well Drilling, Inc. for the construction of the new well in the amount of \$185,100.00 and to authorize the village president and clerk to sign the necessary documents for this project.

On roll call the vote was:

Ayes: 5 – Eschelbach, Hackney G., Koch, Rich, Hackney J

Nays: 0 – None

Absent: 2 – Kern, Rich. There being five affirmative votes...**Motion Carried.**

Once the well is dug, it will be tested at 600 gpm. A 200 gpm pump will be installed at well completion but the larger well will offer the ability to change out to a larger pump at a later date if and when that would be needed.

Trustee Koch moved and Trustee Hackney seconded the motion to accept the quote from Iseler Demolition for the removal of old water tower in the amount of \$15,800.

On roll call the vote was:

Ayes: 5 – Eschelbach, Hackney G., Koch, Rich, Hackney J

Nays: 0 – None

Absent: 2 – Kern, Rich. There being five affirmative votes...**Motion Carried.**

Trustee Koch moved and Trustee Berardi seconded the motion to approve the rebuilding of ten picnic tables at the park at a cost not to exceed \$3,500.

On roll call the vote was:

Ayes: 5 – Eschelbach, Hackney G., Koch, Rich, Hackney J

Nays: 0 – None

Absent: 2 – Kern, Rich. There being five affirmative votes...**Motion Carried.**

No prices have been received yet for the 10 hp pump for the lift station.

Engineer Yockey updated the board on the progress of the treatment facility. Once the well is done, an EPA permit will be submitted for the next part of the project, which will include 1) well completion, 2) raw water main, 3) treatment plant 4) water main on First Avenue. The approximate size of the building will be 20' x 20'. It is the consensus of the board that Roy Keith Electric will be consulted regarding the electric and controls needed for the facility. "Well completion" versus "well drilling" was discussed at this time. After the well is drilled and tested, the next permit, including well completion, will be submitted.

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 7:28 p.m.

Respectfully Submitted,

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

Lori Lewis
Village Clerk

Village of Deer Creek
Committee Meeting Minutes
March 19, 2018 ~ 6:00 p.m.

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

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

Absent: Tony Berardi, Terry Kern

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

Police: Chief Potts updated the committee on the Goodfield contract. He and committee chair Ben Koch met with Goodfield Police Committee chair Jim Edwards to discuss numbers for the upcoming contract year. A 7 to 10% increase was recommended. They also attended Goodfield's monthly board meeting to answer any questions and address concerns. They did not have a full board, so this was tabled for action until next month. The contract expires April 30, 2018.

The 2013 Explorer exhaust smell has been taken care of. The catalytic converter has been replaced. The old in-car camera is not working and is past it's life for repair. There should be enough money in this year's budget to replace it. Chief also updated the committee on the communication changes for Woodford County. If StarCom works out, they are looking at a possible change in May.

Street: The Schlipf property purchase is on hold at this time. Mr. Schlipf informed the village attorney that his attorney misunderstood the original offer and he could not accept it. No further action at this time is needed.

Street projects for 2018 will just be some spray patching and the repairs that will be needed once the water main is installed for the new well. Potholes have been filled. Gordon would like to get some costs to crack fill along the truck route. Engineer Yockey recommends waiting until the fall to do this. Gordon informed the committee about some issues with the Cub Cadet (high hours and slow down after 5 to 6 hours of use), and with the International (clutch needs work and emergency brake not working).

Water: Well #5: Engineer Yockey reported that the Notice of Award has been sent to Albrecht Well Drilling and the pre-construction meeting has been held for the construction of the new well. Start date, weather allowing will be mid to late April. Completion should take no more than two weeks. The village truck will be used for hauling away the extra dirt and Albrecht's will pay for the use of the truck. Waste water will be pumped to the railroad ditch.

Water treatment plant #2: We are in the early planning and spec stage. GA Rich will be the general contractor for this project. The recommendation will be to waive the bid requirements for this project once cost estimates have been received.

Sewer: Lift station improvements: Still waiting on cost estimates from IL Electric Works for the larger pump and variable speed drive. The impellers need rebuilt.

Lagoon fence: After much discussion, 1000 feet of lagoon fence will be replaced this year at a cost of \$11,623. Fencing is required by the IL EPA and the fence currently in place is the original fencing except for some places that have been patched over the years.

Park & Community Events: The picnic tables are done and back at the pavilion. They look very nice.

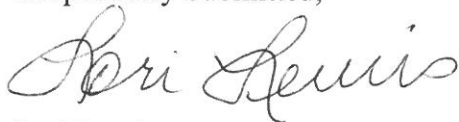
After some conversation regarding the community center, several ideas will be given to Terry to take and have some plans drawn up. Basement including a bowling alley, need for ADA accessibility, and additional costs for this were also discussed.

Finance, Administration & Development: Employee evaluations were completed, and the following wage adjustments will be recommended:

- Police officers will receive a \$.50 per hour increase.
- Chief Potts will receive a 3% increase.
- Collector Lewis will receive a 3% increase.
- Part-time office help will remain at \$10 per hour. This position may absorb the treasurer position at a later date and will be re-evaluated at that time.
- R. Killion will receive \$.25 per hour increase.
- Public Works Supervisor and Assistant will each receive \$.50 per hour increase.

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

March 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

- Winter maintenance completed

Current projects

- Lagoon manhole replacements, Titan is on
- Titan making new pump upper lift brackets
- Curb box inspections, inspected/repared 234, 20 to fix, 0 left to inspect
- Updating of water main map
- Moving water meter readers, making a new map

Future projects

- Repair door and gate at pump house
- 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

Street Department

Finished Projects

- Park picnic tables
- Filled potholes
- Winter maintenance completed
- Spring prep

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
- Lagoon road repair

Respectfully submitted,



Gordon Robertson
Superintendent of Public Works

March 5, 2018

To: Deer Creek President and Board of Trustees

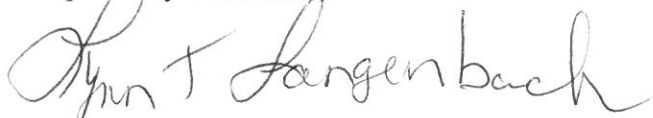
From: Lynn Langenbach, Treasurer

Re: 2018 February
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,

A handwritten signature in cursive script that reads "Lynn T. Langenbach". The signature is written in black ink and is positioned above the printed name and title.

Lynn T. Langenbach
Treasurer

VILLAGE OF DEER CREEK
 Monthly Treasurer's Report

3/5/2018

Report information generated from 02/01/2018-02/28/2018

GENERAL FUND

Beginning Balance	66,208.44
Tax Receipts	17,319.82
Utility Tax/SMT Revenue	4,908.31
Police Revenue	10,755.15
Payroll Transfer	10,530.91
Additional Income	30.17
Interest	6.13
Payroll	(21,156.06)
Warrants (Bills Paid)	(15,402.72)
Ending Balance	<u><u>73,200.15</u></u>

OPERATIONS & MAINTENANCE FUND

Beginning Balance	-2,865.16
Transfer from W&S Fund	14,000.00
Interest	0.12
Payroll Transfer	(5,275.01)
Warrants (Bills Paid)	(3,312.93)
Deposit Refunds	(136.10)
Ending Balance	<u><u>2,410.92</u></u>

	<u>Beginning Balance</u>	<u>Revenue Deposits</u>	<u>Withdrawals</u>	<u>Interest</u>	<u>Account Balance</u>
General Savings	183,003.21	0.00	0.00	0.00	183,003.21
General CD (comm bldg)	10,000.00	0.00	0.00	0.00	10,000.00
Water & Sewer Checking	7,614.99	14,097.13	14,000.00	0.37	7,712.49
Depreciation Checking	33,079.08	0.00	0.00	4.76	33,083.84
Special Tax Allocation Fund Checking	504,158.17	0.00	2,153.35	386.82	502,391.64
Motor Fuel Tax Checking	26,320.84	1,592.64	0.00	1.04	27,914.52
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:	879,766.77
Previous Month:	867,569.57

Prepared By:
 Lynn Langenbach, Treasurer

Village of Deer Creek

Bills Paid & Payable Report

March 2018

General Fund

Ag-Land	fuel	207.35
Ameren IL	park	38.50
Ameren IL	village hall	131.06
Ameren IL	street lights	260.80
Blue Cross/Blue Shield IL		498.00
Blue Cross/Blue Shield IL		1,383.16
Delta Dental	1/2 dental/vision insurance	109.68
FJT Office Supplies		15.97
Lewis, Yockey & Brown		142.50
CDS Leasing	copier agreement/toner	140.00
Area Recycling Inc.	2 pick ups	550.00
Sherman Williams		17.99
Belson Outdoors	park tables	2,554.36
Lawson Products	park tables	229.06
RP Lumber	park tables	488.72
Markley's Pest Elimination Services	monthly	30.00
McGrath Law Office		1,079.00
Roy Keith Electric	generator maint	38.50
NAPA Auto Parts		24.22
TriCounty Mower & Tractor, Inc.	mower maintenance	17.04
Mediacom	internet	62.49
Verizon Wireless		255.88
Frontier		127.74
	Total general expenses:	<u>8,402.02</u>

Police Expenses

Ag-Land	fuel	725.39
Ameren Illinois	office	138.38
Mediacom	phone	36.67
Schrock Repair, Inc.	2013 Explorer	1,530.44
Schrock Repair, Inc.	2009 Expedition	471.78
Peoria Plaza Tire	tires for 2013 Explorer	560.00
FJT Office Supplies		21.98
LCD Uniforms	patches, vests, hat, shirt	1,947.94
Applied Concepts, Inc	stalker radar unit	1,237.00
Ragan Communications, Inc.	monthly	44.07
Village Car Wash		40.00
Woodcom		473.00
TPCCC	monthly	608.00
Verizon	aircards for squads @ 36.01 ea	108.03
Verizon Wireless		155.88
	Total police expenses:	<u>8,098.56</u>

Total General Fund Expenses: 16,500.58

Village of Deer Creek

Bills Paid & Payable Report

March 2018

Operations & Maintenance

Ag-Land	fuel	207.35
Ameren Illinois	water tower	35.76
Ameren Illinois	lagoon	33.12
Ameren Illinois	pumphouse	138.38
Blue Cross/Blue Shield		1,383.16
Delta Dental	1/2 dental/vision insurance	109.69
Advantage Computer	bill cards	325.00
Hawk Attollo	monthly power purchase	67.03
Roy Keith Electric	generator maint	104.00
PDC Laboratories	water & sewer tests	107.85
Water Solutions	phosphate	785.00
Nicor	lagoon building	178.43
VODC General Fund	payroll transfer	5,934.66
	Total O&M Expenses:	<u>9,409.43</u>

Credit Card Charges

Office expenses/postage	95.61
Material supplies	868.27
Police department	8.49
	<u>972.37</u>

TIF

Lewis, Yockey & Brown	Well #5	3,912.04
Lewis, Yockey & Brown	Treatment Plant #2	2,751.25
GA Rich	valve replacembent	5,917.28
Courier	advertisement for bid	120.40
		<u>12,700.97</u>

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

	<u>Hours</u>	<u>Feb 18</u>
Employee Wages, Taxes and Adjustments		
Gross Pay		
Clerk/Collector	120	2,500.00
Police Chief	160	3,565.38
Administrative	19.5	214.50
Hourly	13.25	132.50
Maintenance - General	214.5	3,286.50
Maintenance - O&M	265.5	4,119.90
Maintenance - OT	26	678.82
Police	308.75	5,010.50
Police Training		0.00
Treasurer	1	143.02
Vacation Hourly Rate		0.00
Total Gross Pay	<u>1,128.5</u>	<u>19,651.12</u>
Adjusted Gross Pay	1,128.5	19,651.12
Taxes Withheld		
Federal Withholding		-1,784.00
Medicare Employee		-284.99
Social Security Employee		-1,218.39
IL - Withholding		-972.74
Medicare Employee Addl Tax		0.00
Total Taxes Withheld		<u>-4,260.12</u>
Deductions from Net Pay		
Child Support		-160.09
Total Deductions from Net Pay		<u>-160.09</u>
Net Pay	<u><u>1,128.5</u></u>	<u><u>15,230.91</u></u>
Employer Taxes and Contributions		
Medicare Company		284.99
Social Security Company		1,218.39
IL - Unemployment Company		102.88
Total Employer Taxes and Contributions		<u><u>1,606.26</u></u>

Deer Creek General Fund
Income Details
February 2018

	Feb 18	May '17 - Feb 18
Income		
Interest	6.13	1,171.73
Liquor License Fees	0.00	2,125.00
Misc. Income	30.17	438.17
Payroll Transfer	10,530.91	59,213.68
Permits and Fees	0.00	7,455.13
Recycling	45.48	911.70
Special Projects Income	0.00	2,115.57
Tax Receipts		
Income Tax	7,743.84	64,700.70
Local Use Tax	1,781.13	14,668.76
Replacement Tax	0.00	800.33
Sales Tax	7,770.37	70,248.35
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	3,379.94	21,131.30
Utility aggregate	264.44	1,927.46
Video Gaming Tax	315.19	3,830.48
Simplified Telecomm. Tax.	903.26	10,994.46
Total Tax Receipts	22,158.17	290,815.07
Police Department		
Fine Income		
Drug Enforcement/DUI	470.00	1,315.00
Goodfield Reimbursed Fi...	1,053.00	6,952.79
Tazewell County Fines	24.48	997.69
Woodford County Fines	2,133.15	12,374.08
Vehicle Fund	80.00	768.90
Total Fine Income	3,760.63	22,408.46
Other Funds		
Goodfield Contract	0.00	375.00
Ordinance Violations	6,609.00	66,090.00
Police Reports	400.00	2,020.00
Training Reimbursement	10.00	30.00
	0.00	1,740.00
Total Police Department	10,779.63	92,663.46
Total Income	43,550.49	456,909.51
Expense	0.00	0.00
Net Income	43,550.49	456,909.51