

Village of Deer Creek

101 W. First Ave. PO Box 38

Deer Creek, IL 61733

Tuesday January 15, 2019

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 Mary Eschelbach, Grant Hackney, Ben Koch, Mark Rich

Absent: Trustee Tony Berardi

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

II.) APPROVAL OF CONSENT AGENDA

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

On roll call the vote was:

Ayes: 4 – Eschelbach, Hackney, Koch, Rich

Nays: 0 – None.

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

III.) PUBLIC COMMENT – None.

IV.) REPORTS

- A. **Public Works Department** – PWS
- B. **Planning/Zoning Board of Appeals** -None.
- C. **Police Chief** – Monthly report was presented.
- D. **Engineer** – None.
- E. **Attorney** – None.

V.) OLD BUSINESS

- A. No updates on the treatment building.
- B. The attorney and engineer are still exchanging information in order to qualify the new TIF.
- C. The drywall crew should be starting on Monday at the community center building.

VI.) NEW BUSINESS

Trustee Rich moved, and Trustee Eschelbach seconded the motion to adopt Ordinance 657 allowing the village to enter into a development agreement with Hawk-Attollo, LLC for a community solar project and to authorize the village president to sign the Master Development Agreement and the Option to Lease agreement contingent up final review by the village attorney.

On roll call the vote was:

Ayes: 4 – Eschelbach, Hackney, Koch, Rich

Nays: 0 – None.

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

Trustee Hackney moved, and Trustee Rich seconded the motion to approve Resolution 19-01 regarding the release of closed session minutes.

On roll call the vote was:

Ayes: 4 – Eschelbach, Hackney, Koch, Rich

Nays: 0 – None.

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

Trustee Rich moved, and Trustee Koch seconded the motion to adopt Resolution 19-02 regarding the vacation of the utility easement at Aunt Em's Popcorn, 405 E First Avenue, as recommended by the Zoning Board.

On roll call the vote was:

Ayes: 4 – Eschelbach, Hackney, Koch, Rich

Nays: 0 – None.

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

VII.) CALENDAR ITEMS

Committee Meetings	February 18	6:00 p.m. at village hall
Regular Village Board	February 19	7:00 p.m. at village hall

VIII.) ADJOURNMENT:

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

The board unanimously approved the motion by voice vote and the meeting adjourned at 7:12 p.m.

Respectfully Submitted,



Lori Lewis
Village Clerk

Village of Deer Creek
Committee Meeting Minutes
February 18, 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, Ben Koch, Mark Rich

Absent: None

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

Others present: Terry Kern, Jim Edwards and Terry Nohl from Village of Goodfield

Police

- The first item of discussion was the Goodfield contract. Goodfield trustees Jim Edwards and Terry Nohl were both present. Mr. Edwards stated that they are discussing the renewal of the contract and that they “fully intend to execute a new contract” this coming year. They also discussed the purchase of one of the radios by Goodfield.
- The next item for discussion was the special events requested by Buddies. The first is a Natu Band/St Patty’s Day block party to be held on Saturday March 16 and the second event is on June 14 in conjunction with the annual fire department car show. There are no concerns from the police department with either event. The committee will recommend issuing the event permits for each.
- Ben presented for discussion concerns he has received from young parents in town about the siren that goes off at noon and 9 p.m. and the continued need for this.

Street

- An MFT program will be considered for next year. This year there will just be some patching and spray patch done as needed.

Water

- Treatment plant update: The committee will recommend approval of pay request #1 received from G.A. Rich in the amount of \$33,318.
- Engineer Yockey brought the maps requested by Public Works Supervisor Robertson so that the department could update and renumber the hydrants.

Sewer

- Jeff reported that the wrong 5hp pump was received and they are working towards getting the correct pump. The first pump was a 3” but needed to be 4”. The pump being sent to replace that one pumps 380 gpm rather than 500 gpm. Since it is the spare pump, this should not be a problem.

Park & Community Events

- Community center update: Terry Kern was present to update the committee on the progress. The plaster in the big room is finished. Inside work should be completed by the end of March. Mr. Kern discussed the issues which will increase the final cost of his presented costs including the following:
 1. The initial foundation issues from the basement of the old building.
 2. Installation and finish and labor involved of the tin that was not included in initial proposal.
 3. Finish of the fireplace.

4. The finish of the bathrooms; costs did not include partitions between the toilets.
5. Final costs will be no more than 10% of the original proposal.

The committee also discussed policies for use of the building. Discussion included:

1. How the building will be opened and closed for events. Keys and keypad entry were items discussed.
2. Hours of use: 6 a.m. to events lasting no later than midnight, with clean-up complete by 1 a.m.
3. Alcohol will be allowed.
4. Fees were discussed and at this time will be as follows: Everyone using the building will pay a \$50 cleaning deposit which will be returned if the building is clean after the event. People that live within the village limits will have the use of the building for no fee. Outside of the village limits or anyone using the building for commercial use will be charged \$100 fee in addition to the refundable cleaning deposit.

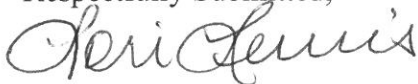
The library bingo fundraiser is this Friday, February 22.

Finance, Administration & Development

- No updates were heard regarding the community solar project this month.
- The Ameren franchise agreement is up for renewal. This agreement is for 20 years and includes an annual fee payable to the village of \$3,045. The attorney is reviewing the agreement and upon his approval, the committee will recommend accepting the agreement.

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

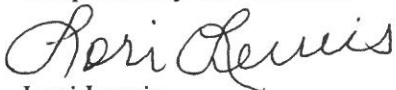
RE: Monthly operations report of the clerk's office

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 month of **January 2019**:

- 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 and general office duties
- Building permits issued: 0
- Continue to assist with project management for water treatment, community center, community solar including updating projects and funding list for necessary expenses

Respectfully Submitted,



Lori Lewis
Village Clerk

VILLAGE OF DEER CREEK
 Monthly Treasurer's Report

2/12/2019

Report information generated from 1/01/2019-1/31/2019

GENERAL FUND

Beginning Balance	60,915.20
Tax Receipts	18,385.03
Police Revenue	16,476.04
Payroll Transfer	6,029.39
Additional Income	624.16
Interest	6.11
Payroll	(27,674.00)
Warrants (Bills Paid)	(9,334.37)
Ending Balance	<u><u>65,427.56</u></u>

OPERATIONS & MAINTENANCE FUND

Beginning Balance	3,305.17
Transfer from W&S Fund	9,000.00
Interest	0.28
Payroll Transfer	(6,029.39)
Warrants (Bills Paid)	(4,225.12)
Deposit Refunds*	0.08
Ending Balance	<u><u>2,051.02</u></u>

	Beginning Balance	Revenue Deposits	Withdrawals	Interest	Account Balance
<u>ADDITIONAL FUNDS</u>					
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	4,624.91	12,568.86	12,000.00	0.24	5,194.01
Depreciation Checking	29,627.81	3,000.00	5,275.03	4.16	27,356.94
Special Tax Allocation Fund Checking	229,216.55	0.00	72,207.88	166.79	157,175.46
Motor Fuel Tax Checking	42,827.04	1,529.06	0.00	1.87	44,357.97
CD 24-month (backhoe)	41,383.95	0.00	0.00	0.00	41,383.95

TOTAL CASH ASSETS

Current Month:	518,471.88
Previous Month:	585,868.05

Prepared By:
 Jodi McMahon

*Erlenbusch refund check from Oct. 2018 check voided this month as returned for no forwarding address.

Village of Deer Creek

Bills Paid & Payable Report

February 2019

General Fund

Ag-Land	fuel	370.66
Ameren IL	park	48.22
Ameren IL	village hall (two months)	272.22
Ameren IL	street lights	304.14
Blue Cross/Blue Shield IL	Rogers	486.57
Delta Dental	1/2 dental/vision insurance	109.68
Lewis, Yockey & Brown		97.50
Lewis, Yockey & Brown	new TIF	872.50
FJT Office Supply		7.50
GA Rich	material	484.63
CDS Leasing	copier agreement/toner	155.94
Blunier Implement		23.12
Martin Equipment		66.72
Markley's Pest Elimination Services	monthly	30.00
Tri-County Mower		5.10
Tazewell County Animal Control	annual contract	638.00
Schrock Repair	red truck	405.72
Nena Hardware		4.14
Wiegand Repair	plow repairs	52.50
McGrath Law Office		1,598.00
Mediacom	internet	62.49
Verizon Wireless		106.00
Frontier		105.31
	Total general expenses:	<u>6,306.66</u>

Police Expenses

Ag-Land	fuel	403.89
Ameren Illinois	office	190.46
Mediacom	phone	37.63
FJT Office Supply		34.99
LCD Uniforms	Burwell	106.00
MEG	dues	265.00
TC3	quarterly dispatch	
Ragan Communications, Inc.	monthly	44.07
Woodcom		473.00
Verizon	aircards for squads @ 36.01 ea	108.03
Verizon Wireless		105.99
	Total police expenses:	<u>1,769.06</u>

Total General Fund Expenses: 8,075.72

Village of Deer Creek

Bills Paid & Payable Report

February 2019

Operations & Maintenance

Ag-Land	fuel	370.66
Ameren Illinois	water tower	42.77
Ameren Illinois	lagoon	35.42
Ameren Illinois	pumphouse	190.46
Delta Dental	1/2 dental/vision insurance	109.69
Hawk Attollo	monthly power purchase	70.87
JULIE	annual charges	107.31
SJ Smith	welding supplies	205.74
PDC Laboratories	water & sewer tests	
Nicor	lagoon building	247.86
VODC General Fund	payroll transfer	5,724.20
	Total O&M Expenses:	<u>7,104.98</u>

Credit Card Charges

Office	237.95
Postage	119.00
Material Supplies	907.21
Diesel fuel	172.37
Vehicle maintenance	797.22
Police	349.00
	<u>2,582.75</u>

TIF

Lewis, Yockey & Brown	Treatment Plant #2	799.20
Kern Construction	community center	
Roy Keith Electric	water treatment plant	6,412.43
Roy Keith Electric	community center	7,541.02
		<u>14,752.65</u>

02/11/19

Deer Creek General Fund
Payroll Summary
 January 2019

	Hours	Jan 19
Employee Wages, Taxes and Adjustments		
Gross Pay		
Clerk/Collector	120	2,936.54
Police Chief	160	3,673.08
Trustee Salary Quarterly		935.00
Hourly	32.25	322.50
Maintenance - General	199.5	3,046.50
Maintenance - O&M	240	3,701.65
Maintenance - OT	57	1,458.70
Police	275.5	4,642.25
Vacation Hourly Rate	53.5	948.25
Total Gross Pay	1,137.75	21,664.47
Adjusted Gross Pay	1,137.75	21,664.47
Taxes Withheld		
Federal Withholding		-2,330.00
Medicare Employee		-314.13
Social Security Employee		-1,343.20
IL - Withholding		-1,072.44
Medicare Employee Addl Tax		0.00
Total Taxes Withheld		-5,059.77
Deductions from Net Pay		
Child Support		0.00
Total Deductions from Net Pay		0.00
Net Pay	1,137.75	16,604.70
Employer Taxes and Contributions		
Medicare Company		314.13
Social Security Company		1,343.20
IL - Unemployment Company		98.47
Total Employer Taxes and Contributions		1,755.80

Deer Creek General Fund
Income Details
January 2019

	Jan 19	May '18 - Jan 19
Income		
Interest	6.11	300.45
Liquor License Fees	0.00	1,675.00
Misc. Income	220.17	525.66
Payroll Transfer	6,029.39	53,417.58
Permits and Fees	0.00	3,593.20
Recycling	0.00	3,818.13
Special Projects Income	403.99	1,884.99
Tax Receipts		
Income Tax	5,841.04	50,295.59
Local Use Tax	1,901.52	14,691.13
Replacement Tax	150.62	863.31
Sales Tax	6,003.02	55,627.62
STAF Income	0.00	25,325.04
Tazewell County		
Corporate	0.00	69,209.94
Road and Bridge	0.00	4,567.16
Total Tazewell County	0.00	73,777.10
Woodford County		
Corporate	0.00	7,438.87
Road and Bridge	0.00	547.50
Total Woodford County	0.00	7,986.37
Utility Tax	2,692.42	20,210.47
Utility aggregate	0.00	1,617.92
Video Gaming Tax	899.20	9,229.71
Simplified Telecomm Tax	897.21	8,418.15
Total Tax Receipts	18,385.03	268,042.41
Police Department		
Fine Income		
Drug Enforcement/DUI	0.00	21.00
Goodfield Reimbursed Fines	0.00	897.42
Tazewell County Fines	0.00	404.83
Woodford County Fines	2,156.54	14,482.64
Vehicle Fund	165.50	961.50
Total Fine Income	2,322.04	16,767.39
Goodfield Contract	14,144.00	63,648.00
Ordinance Violations	0.00	1,500.00
Police Reports	10.00	65.00
Total Police Department	16,476.04	81,980.39
Total Income	41,520.73	415,237.81
Expense	0.00	0.00
Net Income	41,520.73	415,237.81