

Village of Deer Creek

101 W. First Ave. PO Box 38

Deer Creek, IL 61733

Tuesday November 17, 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, Terry Kern, Ben Koch. Grant Hackney

Absent: Trustees Tony Berardi and Mark Rich

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 Hackney seconded the motion to approve the Consent Agenda as presented.

On roll call the vote was:

Ayes: 4 – Eschelbach, Hackney, Kern, Koch

Nays: 0 – None.

Absent: 2 – Berardi, Rich. There being four affirmative votes...**Motion Carried.**

Mark Rich arrived at 7:03 p.m.

IV.) **PUBLIC COMMENT** – Mary Eschelbach thanked the board for the placement of the markers at the park.

V.) REPORTS

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

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

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

Trustee Eschelbach moved and Trustee Kern seconded the motion to approve the purchase of bulletproof vests, as needed, for the police department through the Department of Justice reimbursement program.

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.**

D. **Engineer** – None.

E. **Attorney** – Attorney McGrath updated the board on the status of the lagoon road easement. This easement, which was filed as a “general easement” contains no restrictions. A response has been prepared stating this and stating the village’s position regarding the zoning concerns and “burdens created” on him by this easement. Mr. Schlipf purchased this property knowing of the easement and purpose for this road.

VI.) OLD BUSINESS

There were no updates on the well and treatment facility or on the community center.

VII.) NEW BUSINESS

Trustee Rich moved, and Trustee Koch seconded the motion to adopt Ordinance 645 setting the tax levy in the amount of \$76,500.00.

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 Eschelbach moved, and Trustee Hackney seconded the motion to approve the Class “C” liquor license and Class “D” gaming license for Nana’s Pub Inc. for a term of one year, beginning December 1, 2017 and ending November 30, 2018 as recommended by the liquor commissioner and the police chief.

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 Eschelbach moved and Trustee Rich seconded the motion to approve the agreement with John Grimes, CPA for the annual audit in the amount of \$3,835.00 for the preparation of the regular audit and \$280.00 for the annual TIF report for the Comptroller’s office.

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 Eschelbach seconded the motion to enter into and authorize the village president to sign the agreement with Good Energy amending the current aggregation program agreement.

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.**

A request came from Buddie’s to close early on Sunday December 17 for the employee Christmas party. This request was permitted by the liquor commissioner and the police chief.

VIII.) CALENDAR ITEMS

Committee Meetings	December 18	6:00 p.m. at village hall
Regular Village Board	December 19	7:00 p.m. at village hall
Breakfast with Santa	December 9	9 to 11 a.m. at Village Hall

IX.) 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 7:18 p.m.

Respectfully Submitted,

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

Lori Lewis
Village Clerk

December 17, 2017

To: Deer Creek President and Board of Trustees

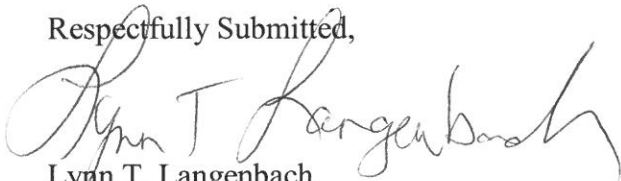
From: Lynn Langenbach, Treasurer

Re: 2017 November
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 dark ink and is positioned above the printed name and title.

Lynn T. Langenbach
Treasurer

Village of Deer Creek
Committee Meeting Minutes
December 18, 2017 ~ 6:00 p.m.

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

Absent: Tony Berardi

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

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

Police: Chief Potts updated the committee on the results of the speed trailer. The trailer was placed in several locations within the village to gather information regarding speeding concerns. In general, an average of 85% of the vehicles tracked were at or below the posted speed limit. The findings are on file.

Chief Potts discussed briefly the fiscal year 2019 budget. He would like to add a day shift on Saturdays and Sundays which would bring coverage to two shifts, seven days per week. This will eliminate some of the on-call hours and allow him free weekends where he is not on-call.

A joint meeting with Goodfield should be scheduled in late February or early March to negotiate the next year's contract.

Water: Engineer Yockey reported that the construction permit for the well has not been received but is expected any day. He would like formal approval to prepare and submit bid documents as soon as the permit is received. It was confirmed that the building just needs to be big enough for treatment only. The type and size of water lines along First, east and west, need to be identified before construction plans are completed.

Engineer Yockey presented the committee with a rough estimate for the removal of the old water tower. Preferred Tank & Tower offered an estimate of \$45,000 to \$50,000 to furnish labor, material, equipment and insurance necessary to take down the tower. Other ideas were discussed and will be investigated prior to making any decision as to what to do with the tower.

An additional chemical pump and transfer pump will be purchased for the chemical room. The permit for the liquid chlorine chemical feed has been received.

Sewer: Engineer Yockey reported that the NPDES permit has been submitted and it may take up to six months for issuance.

Streets: There is no update currently regarding the lagoon road easement.

PWS Robertson reported that the four areas needing patched, including at the post office, in front of the pumphouse and the sidewalk along the pumphouse, and the street at Second and Main will be repaired tomorrow.

Mike Wurmnest was present to discuss the drainage at his field east of Perry Street. Size, location, and cost sharing were all considered and discussed, and the village is willing to participate in 1/3 of the cost of installation. Eight-inch tile will be used from the houses to the waterway where the tile will be upsized to a ten-inch tile and will go north and bored under the street to the box culvert.

Park & Community Events: The committee will resume discussion of the community center next month. Village President Hackney suggested that losing garage space at the village hall may not be the best solution and suggested new construction may give the best return. Another location suggested by him is the old water tower location should it be taken down any time soon.

Finance, Administration & Development: The committee will recommend that the NOIZE Communications agreement for the use of the old water tower be renewed.

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

December 2017

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

- Replace fan and vent in chemical room
- New light fixture in chemical room
- Move generator to side of building
- Size 1st street water main from Main to Mason

Current projects

- Sump pump inspections continue; 17 left to inspect
- Lagoon manhole replacements
- Curb box inspections, inspected/repared 234, 18 to fix, 0 left to inspect
- Move water readers, 1 done 45 to move
- Exercise water main valves

Future projects

- Repair door and gate at pump house
- Lagoon road repair
- Install thermostat in lagoon manhole.
- Tree root in sewer repair
- Sanitation manhole water infiltration

Street Department

Finished Projects

- Repair black Santa and toy soldier.
- Replace stop signs on Main and First, 1 truck route sign
- Clean gutters and drains on downtown street
- Repair Deloris Brady's drive way

Current Projects

- Winter prep
- Rework park picnic tables
- Culvert clean outs done up to Park Ave
- Christmas lights, new power drops

Future Projects

- Repair culvert on N Main
- Sidewalk, street repairs, 4 to do
- Blacktop repair
- Summer equipment maintenance

Respectfully submitted,



Gordon Robertson
Superintendent of Public Works

VILLAGE OF DEER CREEK
 Monthly Treasurer's Report

Report information generated from 11/01/2017-11/30/2017

GENERAL FUND

Beginning Balance	75,088.16
Tax Receipts	15,703.80
Utility Tax/SMT Revenue	8,958.76
Police Revenue	8,111.80
Payroll Transfer	5,081.51
Additional Income	24,375.64
Interest	6.66
Payroll	(40,052.29)
Warrants (Bills Paid)	(28,257.32)
Ending Balance	<u><u>69,016.72</u></u>

OPERATIONS & MAINTENANCE FUND

Beginning Balance	539.89
Transfer from W&S Fund	14,000.00
Interest	0.12
Payroll Transfer	(5,081.51)
Warrants (Bills Paid)	(7,653.95)
Deposit Refunds	(124.66)
Ending Balance	<u><u>1,679.89</u></u>

	<u>Beginning Balance</u>	<u>Revenue Deposits</u>	<u>Withdrawals</u>	<u>Interest</u>	<u>Account Balance</u>
<u>ADDITIONAL FUNDS</u>					
General Savings	182,957.09	0.00	0.00	0.00	182,957.09
General CD (comm bldg)	10,000.00	0.00	0.00	0.00	10,000.00
Water & Sewer Checking	5,189.07	12,798.28	14,000.00	0.34	3,987.69
Depreciation Checking	34,266.40	0.00	0.00	4.93	34,271.33
Special Tax Allocation Fund Checking	653,083.90	22,183.29	33,524.19	539.31	642,282.31
Motor Fuel Tax Checking	21,621.29	1,555.55	0.00	0.94	23,177.78
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:	1,007,422.81
Previous Month:	1,022,795.80

Prepared By:
 Lynn Langenbach, Treasurer

Village of Deer Creek

Bills Paid & Payable Report

December 2017

General Fund

Ag-Land	fuel	
Ameren IL	park	51.37
Ameren IL	village hall	152.10
Ameren IL	street lights	324.41
Delta Dental	1/2 dental/vision insurance	109.68
Lewis, Yockey & Brown		712.50
Area Recycling		295.87
CDS Leasing	copier agreement/toner	145.00
FJT Office Supplies	shipping	13.80
Getz Fire Equipment	annual service	169.00
Midwest Construction Services, Inc	signs	131.90
Markley's Pest Elimination Services	monthly	30.00
McGrath Law Office		
Titan Industries, Inc	brackets for Christmas lights	270.00
Mediacom	internet	62.49
Verizon Wireless		107.67
Frontier		126.28
	Total general expenses:	<u>2,702.07</u>

Police Expenses

Ag-Land	fuel	
Ameren Illinois	office	119.80
Mediacom	phone	36.67
FJT Office Supplies		21.98
Schrock Repair, Inc.	2009 Expedition	264.47
IL Association of Chiefs of Police	membership	110.00
Shell	fuel	33.84
Ragan Communications, Inc.	monthly	44.07
Woodcom		473.00
TPCCC	monthly	608.00
Verizon	aircards for squads @ 38.01 ea	114.03
Verizon Wireless		107.66
	Total police expenses:	<u>1,933.52</u>

Total General Fund Expenses: 4,635.59

Village of Deer Creek

Bills Paid & Payable Report

December 2017

Operations & Maintenance

Ameren Illinois	water tower	46.56
Ameren Illinois	lagoon	43.59
Ameren Illinois	pumphouse	119.81
Blue Cross/Blue Shield IL		498.00
Delta Dental	1/2 dental/vision insurance	109.69
Lewis, Yockey & Brown		1,612.50
Hawk Attollo	monthly power purchase	84.80
G.A. Rich & Sons Inc.		3,235.75
Getz Fire Equipment	annual servcice	169.00
Midwest Meter	restock on return	356.45
Grayco Heating and Cooling	maintenance at pumphouse	859.10
Interstate Battery	for pmphse generator	183.90
Roy Keith Electric Co	work at pumphouse	673.39
PDC Laboratories	water & sewer tests	189.65
USA Blue Book	tools	236.48
Nicor	lagoon building	152.46
VODC General Fund	payroll transfer	5,514.80
	Total O&M Expenses:	<u>14,085.93</u>

Credit Card Charges

Office expenses/postage	postage, poinsettias	321.92
Material supplies		953.58
Farm & Fleet	tires for red truck	615.91
Police department		62.34
		<u>1,953.75</u>

TIF

Lewis, Yockey & Brown	Well #5	226.42
		<u>226.42</u>

12/13/17

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

	Hours	Nov 17
Employee Wages, Taxes and Adjustments		
Gross Pay		
Clerk/Collector	120	7,500.00
Police Chief	160	3,565.38
Administrative	20.5	225.50
Maintenance - General	214.5	3,311.50
Maintenance - O&M	249.5	3,872.90
Maintenance - OT	2	53.26
Police	263.5	4,316.50
Police Training		0.00
Treasurer	1	143.03
Vacation Hourly Rate	8	142.00
	1,039	23,130.07
Adjusted Gross Pay	1,039	23,130.07
Taxes Withheld		
Federal Withholding		-2,711.00
Medicare Employee		-335.40
Social Security Employee		-1,434.08
IL - Withholding		-1,144.96
Medicare Employee Addl Tax		0.00
		-5,625.44
Total Taxes Withheld		-5,625.44
Deductions from Net Pay		
Child Support		-172.14
		-172.14
Total Deductions from Net Pay		-172.14
Net Pay	1,039	17,332.49
Employer Taxes and Contributions		
Medicare Company		335.40
Social Security Company		1,434.08
IL - Unemployment Company		27.23
		1,796.71
Total Employer Taxes and Contributions		1,796.71

Deer Creek General Fund
 Income Details
 November 2017

	Nov 17	May - Nov 17
Income		
Interest	6.66	1,106.58
Liquor License Fees	0.00	1,500.00
Misc. Income	0.00	408.00
Payroll Transfer	5,081.51	43,167.97
Permits and Fees	5,811.73	6,494.73
Recycling	0.00	830.50
Special Projects Income	0.00	1,615.57
Tax Receipts		
Income Tax	4,169.64	47,936.20
Local Use Tax	1,469.22	9,801.69
Replacement Tax	0.00	619.02
Sales Tax	5,992.17	48,360.74
STAF Income	24,373.94	24,373.94
Tazewell County		
Corporate	3,916.53	66,141.41
Road and Bridge	49.79	4,514.87
Total Tazewell County	3,966.32	70,656.28
Woodford County		
Corporate	90.87	6,952.51
Road and Bridge	15.58	530.50
Total Woodford County	106.45	7,483.01
Utility Tax	1,824.65	13,687.76
Utility aggregate	174.05	1,357.25
Video Gaming Tax	209.62	2,595.61
Simplified Telecomm. Tax.	938.71	7,173.50
Total Tax Receipts	43,224.77	234,045.00
Police Department		
Fine Income		
Drug Enforcement/DUI	350.00	700.00
Goodfield Reimbursed Fi...	0.00	6,268.46
Tazewell County Fines	48.96	300.77
Woodford County Fines	983.84	7,991.01
Vehicle Fund	20.00	548.90
Total Fine Income	1,402.80	15,809.14
Other Funds	0.00	235.00
Goodfield Contract	6,609.00	45,654.00
Ordinance Violations	100.00	1,000.00
Police Reports	0.00	15.00
Training Reimbursement	0.00	1,740.00
Total Police Department	8,111.80	64,453.14
Total Income	62,236.47	353,621.49
Expense	0.00	0.00
Net Income	62,236.47	353,621.49