

Village of Deer Creek
PO Box 38 - Deer Creek, IL 61733
REGULAR VILLAGE BOARD MEETING AGENDA
Tuesday October 17, 2017 ~ 7:00 p.m.
Village Hall – 101 W. First Avenue

I.) Roll Call by Clerk at 7:00 p.m. Also in attendance ~

II.) Pledge of Allegiance

III.) Consent Agenda Items

- A. Approval of Minutes
 - 1. Regular meeting minutes of September 19, 2017
 - 2. Committee meeting minutes of October 16, 2017
- B. Approval of Submitted Reports
 - 1. Treasurer's Report
 - 2. Collector's Report
 - 3. Bills Paid & Payable Report
- C. Transfer of Funds
 - 1. Operations & Maintenance - \$10,000
 - 2. Depreciation - \$4000

All matters listed under CONSENT AGENDA are considered to be routine and non-controversial by the Village Board and will be enacted by one motion and one roll call vote. There will be no separate discussion on these items. If discussion is desired by a Citizen or Trustee, the item will be removed from the Consent Agenda and discussed immediately after approval of the Consent Agenda

IV.) Public Comment

V.) Additional Reports

- A. Public Works Department
 - a. Water treatment improvements – item for consideration and possible action
- B. Planning/Zoning Board of Appeals
- C. Police Chief
- D. Engineer
- E. Attorney

VI.) Old Business

- A. Well and treatment facility – items for consideration and possible action
- B. Update on Community Center – item for consideration and possible action
- C. Elected officials' compensation – item for consideration and possible action
- D. Ordinance for stop signs – item for consideration and possible action
- E. Other Business (may be discussed but not acted upon)

VII.) New Business

- A. Annexation fees – item for consideration and possible action
- B. TIF reports and distributions – items for consideration and action
- C. Tazewell County Animal Control contract – item for consideration and action
- D. Corrpro contract for water tower cathodic protection – item for consideration and action
- E. Liquor license application for K&M Village Tap – item for consideration and action
- F. Other Business (may be discussed but not acted upon)

VIII.) Calendar Items

- A. Committee meetings – November 20 @ 6 p.m.
- B. Regular Board meeting – November 21 @ 7 p.m.

IX.) Adjournment (time)

Village of Deer Creek

101 W. First Ave. PO Box 38

Deer Creek, IL 61733

Tuesday September 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, Terry Kern, Ben Koch, Grant Hackney, and 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 Koch seconded the motion to approve the Consent Agenda as presented.

On roll call the vote was:

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

Nays: 0 – None.

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

IV.) PUBLIC COMMENT – Carla McDonald was present to voice concerns about the traffic situation at S. Main and Prospect Drive. She stated that she was involved in an accident in front of her house due to the other vehicle speeding and not stopping at the stop sign on Prospect. She is the owner of Carla's Licensed Day Care and is concerned about the children's safety in this area. She asked that stop signs be placed on Garfield at S. Main and on S. Main at both Garfield and Prospect. She requested that Garfield and Mason be changed to a three-way stop. It is her hope that this will calm traffic in this area which is a pass through from Route 150 and employees leaving the businesses along Prospect. Chief Potts is going to request the use of the county speed trailer, which will record number of vehicles and speed. An ordinance will need to be adopted for this and it will be placed on the agenda for next month.

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 reported that the title search for the park has been ordered.

VI.) OLD BUSINESS –

Trustee Koch moved and Trustee Eschelbach seconded the motion to approve the change and authorized the village engineer to prepare the necessary documents for the permit, to change the water treatment from gas chlorine to sodium hypochlorite (liquid chlorine).

On roll call the vote was:

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

Nays: 0 – None.

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

Trustee Hackney moved and Trustee Rich seconded the motion to authorize the village engineer to prepare the plans and necessary permits for construction of the well and treatment facility as discussed.

On roll call the vote was:

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

Nays: 0 – None.

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

Community Center updates will remain on the agenda. No business regarding this was discussed.

VII.) NEW BUSINESS

Village President Hackney suggested that the compensation of the village trustees be set to the same amount as the village president compensation. By statute, this adjustment, if made, needs to be done no less than 180 days prior to commencement of the new term of office for any affected elected official. This item of business will be tabled for further discussion.

By presidential proclamation, Trick-or-Treat hours will be from 5 to 8 p.m. on Tuesday October 31.

VIII.) CALENDAR ITEMS

Committee Meetings	October 16	6:00 p.m. at village hall
Regular Village Board	October 17	7:00 p.m. at village hall
Halloween Parade	October 28	2:30 p.m. line-up at village hall
		3:00 p.m. parade kicks off

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 7:19 p.m.

Respectfully Submitted,



Lori Lewis
Village Clerk

Village of Deer Creek
Committee Meeting Minutes
October 16, 2017 ~ 6:00 p.m.

Present: Tony Berardi, Grant Hackney, Terry Kern, Mark Rich, Karl Eschelbach

Absent: Ben Koch

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

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

Police:

Chief Potts informed the committee that the Department of Justice has a 50% reimbursement program for the purchase of bullet-proof vests. He needs to purchase for the officers who need them through the village and have the officer pay their half back to the village. The committee recommends that the village pay the officers' half.

The committee recommends that approval of the liquor license application from the Village Tap.

At this time, the village code does not have allowances for beer gardens or street parties. These items need to be addressed in the code.

The village has been notified that IDOT will be closing the on and off ramps at I-74 in Goodfield for repairs next year. This will be done one at a time and will take approximately one month each.

The stop signs at S. Main and S. Mason have been installed.

Water:

Engineer Yockey reported that he has sent in the permit request for the change in chlorination and is waiting on approval.

Discussion began on construction of the new well. The steps for this are as follows: Apply for EPA permit for production well. Take bids for the production well, have it tested, then capped. Then apply for the EPA permit for the permanent well and treatment. The engineer suggests that the well not be inside the treatment building in order to make accessing it for repairs easier.

The committee discussed additional water treatment, including iron removal. Reverse osmosis is a "maintenance nightmare" and will not be considered. Filtration would be at a cost of nearly \$500,000 and is, at this time, not going to be considered because of this cost. The size of the treatment building only needs to include the necessary pumps, equipment and chemical storage.

President Hackney asked about the percent of solution for the sodium hypochlorite and its degradation. Engineer Yockey is not aware of any issue but it will be looked into.

Engineer Yockey will contact a person who may have an interest in the removal of the old water tower.

Sewer:

Engineer Yockey reported that he is in the process of preparing the renewal application for the NPDES permit. He will need three years of discharge monitoring reports to complete this. The permit is renewed every five years.

Sewer line cleaning, televising and needed repairs are continuing. This information will also be added to the information on the NPDES permit application.

Streets:

The committee discussed how to make the repairs on two areas of streets where water repairs required cutting the street surface out. PWS Robertson will look at options for material to use for these repairs.

Park & Community Events:

The committee discussed the attorney opinion regarding the use of alcohol in the park as it continued its debate regarding the location of the new community center. It is the consensus of the committee that the park is not a place they would like to have events that could involve alcohol. A straw poll of was taken and the consensus was to plan the construction of the community center at the existing village hall. The garage bays and an additional 12-foot extension to the west will be utilized for the center. The building façade will see improvements; i.e. no metal siding. Plans will include the construction of a new garage at the police department. The park pavilion will also still be replaced.

Finance, Administration & Development:

The committee will recommend an ordinance be prepared to compensate the village trustees the same as the village president; \$50 per board meeting, \$25 per committee meeting night.

The committee will recommend approving the annual Animal Control contract from Tazewell County for the same cost as prior years.

The TIF reports were reviewed. The annual Joint Review Board hearing is scheduled for 6:45 p.m. tomorrow evening.

Village President Hackney is recommending annexation fees in the amount of \$1000 plus any costs incurred be approved.

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
October 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

- New water service Rich Brehmer
- Remove concrete behind pump house
- First Avenue water leak repair
- McKinley and Fay Streets sewers cleaned out and televised

Current projects

- Sump pump inspections continue; 17 left to inspect
- Drain lakes
- Curb box inspections, inspected/repared 230, 24 to fix, 4 left to inspect
- Move water readers, 1 done 45 to move
- Exercise water main valves

Future projects

- Landscape Brehmer ditch
- Lagoon road repair
- Lagoon manhole cover replacement
- Tear down shed
- Tree root in sewer repair

Street Department

Finished Projects

- 6 new stop signs south side
- 1 new turn sign
- Mulching park
- Spray patch 4 spots
- New shelves in shed
- New shelves in barn

Current Projects

- First Avenue culvert repair
- First Avenue storm drain repair
- Culvert clean outs done up to Park Ave

Future Projects

- Repair culvert on N Main
- Sidewalk repairs, 2 to do
- Winter prep on snow plows
- Re-cut lagoon road ditch
- Blacktop repair

Respectfully submitted,



Gordon Robertson
Superintendent of Public Works

October 8, 2017

To: Deer Creek President and Board of Trustees

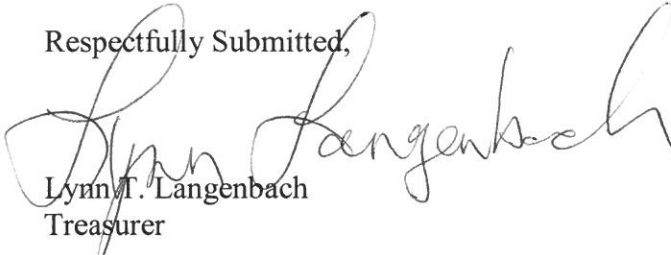
From: Lynn Langenbach, Treasurer

Re: 2017 September 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 09/01/2017-09/30/2017

GENERAL FUND

Beginning Balance	29,664.55
Tax Receipts	55,944.25
Utility Tax/SMT Revenue	3,987.26
Police Revenue	10,081.63
Payroll Transfer	5,816.76
Additional Income	120.00
Interest	5.71
Payroll	(30,078.71)
Warrants (Bills Paid)	(9,770.07)
Ending Balance	<u><u>65,771.38</u></u>

OPERATIONS & MAINTENANCE FUND

Beginning Balance	1,447.96
Transfer from W&S Fund	12,000.00
Interest	0.12
Payroll Transfer	(5,816.76)
Warrants (Bills Paid)	(4,845.06)
Deposit Refunds	(104.23)
Ending Balance	<u><u>2,682.03</u></u> x

<u>ADDITIONAL FUNDS</u>	Beginning Balance	Revenue Deposits	Withdrawals	Interest	Account Balance
General Savings	202,861.62	0.00	20,000.00	49.37	182,910.99
General CD (comm bldg)	10,000.00	0.00	0.00	0.00	10,000.00
Water & Sewer Checking	6,506.03	12,684.29	14,000.00	0.37	5,190.69
Depreciation Checking	53,061.24	2,000.00	0.00	10.25	55,071.49
Special Tax Allocation Fund Checking	494,492.04	157,561.34	0.00	475.86	652,529.24
Motor Fuel Tax Checking	18,723.87	1,537.06	0.00	0.81	20,261.74
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:	1,034,467.56
Previous Month:	856,807.31

Prepared By:
 Lynn Langenbach, Treasurer

Village of Deer Creek

Bills Paid & Payable Report

October 2017

General Fund

Ag-Land	fuel	226.15
Ameren IL	park	51.58
Ameren IL	village hall	164.21
Ameren IL	street lights	300.33
Delta Dental	1/2 dental/vision insurance	109.68
Blue Cross/Blue Shield	health insurance	473.13
Courier Newspapers	annual treasurers report	246.82
Midwest Construction Services	stop signs for S Main & Mason	714.84
CDS Leasing	copier agreement	155.87
FJT Office Supplies Inc		74.28
Fliginger's		44.17
Tri-County Mower		39.38
Lewis, Yockey, & Brown		237.50
Markley's Pest Elimination Services	monthly	30.00
Martin Equipment		33.75
McGrath Law Office		
LHF Compost	park mulch	400.00
Roy Keith Electric Co		26.89
Mediacom	internet	62.49
Verizon Wireless		107.67
Frontier		95.99
	Total general expenses:	<u>3,594.73</u>

Police Expenses

Ag-Land	fuel	786.34
Ameren Illinois	office	101.00
Mediacom	phone	36.67
FJT Office Supplies, Inc.		54.88
Schrock Repair, Inc.	2017 Explorer	86.28
Schrock Repair, Inc.	2013 Explorer	770.61
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>3,182.54</u>

Total General Fund Expenses: 6,777.27

Village of Deer Creek

Bills Paid & Payable Report

October 2017

Operations & Maintenance

Ag-Land	fuel	226.15
Ameren Illinois	water tower	46.46
Ameren Illinois	lagoon	43.59
Ameren Illinois	pumphouse	101.33
Delta Dental	1/2 dental/vision insurance	109.69
Aquafix		196.81
Lewis, Yockey & Brown		1,814.00
Hawk Attollo	monthly power purchase	
Advantage Computer Enterprises, Inc.	software support	455.00
MES		49.00
Core & Main	drain grate	22.82
PDC Laboratories	water & sewer tests	280.75
Nicor	lagoon building	
VODC General Fund	payroll transfer	9,475.70
	Total O&M Expenses:	<u>12,821.30</u>

Credit Card Charges

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

Depreciation

Midwest Meter		4,417.25
Harbaugh Construction Services	GA Rich televising	3,900.00
GA Rich		10,860.06
		<u>19,177.31</u>

Trustees:

Berardi, Tony	60.00
Eschelbach, Karl	135.00
Hackney, Grant	75.00
Kern, Terry	90.00
Koch, Ben	135.00
Rich, Mark	105.00
Hackney, Jim	225.00
Lewis, Lori	300.00

10/06/17

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

	Hours	Sep 17
Employee Wages, Taxes and Adjustments		
Gross Pay		
Clerk/Collector	180	3,750.00
Police Chief	240	5,348.07
Administrative	35	385.00
Maintenance - General	312	4,519.50
Maintenance - O&M	449	6,927.60
Maintenance - OT	9	236.28
Police	431.25	7,062.50
Police Training		0.00
Treasurer	1	143.01
Vacation Hourly Rate	9.5	167.50
Total Gross Pay	1,666.75	28,539.46
Adjusted Gross Pay	1,666.75	28,539.46
Taxes Withheld		
Federal Withholding		-3,250.00
Medicare Employee		-413.80
Social Security Employee		-1,769.43
IL - Withholding		-1,412.71
Medicare Employee Addl Tax		0.00
Total Taxes Withheld		-6,845.94
Deductions from Net Pay		
Child Support		-113.48
Total Deductions from Net Pay		-113.48
Net Pay	1,666.75	21,580.04
Employer Taxes and Contributions		
Medicare Company		413.80
Social Security Company		1,769.43
IL - Unemployment Company		59.75
Total Employer Taxes and Contributions		2,242.98

Deer Creek General Fund
 Income Details
 September 2017

	Sep 17	May - Sep 17
Income		
Interest	972.19	1,041.40
Liquor License Fees	0.00	1,000.00
Misc. Income	0.00	408.00
Payroll Transfer	5,816.76	28,610.76
Permits and Fees	0.00	383.00
Recycling	0.00	746.92
Special Projects Income	0.00	1,310.57
Tax Receipts		
Income Tax	13,179.35	38,226.15
Local Use Tax	1,443.05	6,950.94
Replacement Tax	0.00	462.89
Sales Tax	7,112.85	34,234.14
Tazewell County		
Corporate	0.00	32,905.17
Road and Bridge	0.00	2,514.27
Total Tazewell County	0.00	35,419.44
Woodford County		
Corporate	0.00	4,118.47
Road and Bridge	0.00	319.61
Total Woodford County	0.00	4,438.08
Utility Tax	2,199.45	9,899.23
Utility aggregate	503.24	980.24
Video Gaming Tax	290.75	2,268.52
Simplified Telecomm. Tax.	993.82	5,292.45
Total Tax Receipts	25,722.51	138,172.08
Police Department		
Fine Income		
Goodfield Reimbursed Fines	1,408.00	4,980.67
Tazewell County Fines	0.00	251.81
Woodford County Fines	1,874.63	6,042.51
Vehicle Fund	80.00	410.40
Total Fine Income	3,362.63	11,685.39
Other Funds	70.00	235.00
Goodfield Contract	6,609.00	32,436.00
Ordinance Violations	100.00	900.00
Police Reports	10.00	15.00
Total Police Department	10,151.63	45,271.39
Total Income	42,663.09	216,944.12
Expense	0.00	0.00
Net Income	42,663.09	216,944.12

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 **September 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 - 1 (driveway)

Respectfully Submitted,



Lori Lewis
Village Clerk