

## REGULAR MEETING OF THE VILLAGE BOARD MINUTES: APRIL 18, 2016

The Regular Meeting of the Village Board met Monday, April 18, 2016, at New Baden Village Hall, 1 East Hanover Street. Mayor Picard called the meeting to order at 7:00 p.m.

Prior to the meeting, a public hearing was held for the annexation agreements for Robert Kreke and Ron Kalmer (RWK Building & Remodeling). The pre-annexation agreement with Mr. Kreke will allow him to have access to the Village's water main and Mr. Kalmer is in the process of developing a subdivision, the second phase to North Ridge Estates.

**Present and answering to roll call:** Trustees Malina, Linthicum, Mavrogeorge, Gunn, and Pettibone. **Absent:** Trustee Oster. **Staff Members Present:** Village Clerk Crane; Village Administrator Hemmer; Attorney Gruenke of Bruckert, Gruenke & Long, P.C.; Police Chief Meinhardt; Chief Building & Zoning Official Green; Treasurer Pollmann; Park & Rec Coordinator Meinhardt; and Public Works Commissioner Renth.

### Village Hall Accessibility Ramp Update: Hurst-Roche Engineers, Inc.

Randy Mitchell of Hurst-Rosche Engineers, Inc. discussed work to be done on the accessibility ramp at Village Hall. Mr. Mitchell was very confident that the leg supports would work with the additional modification to the concrete pads/piers. When questioned about that legs not aligning with the piers/concrete, he stated the manufactured legs are designed to be on earth/ground only, but the concrete extends the life of the legs. A few concrete pads will be extended to accommodate the legs. He stated that the most recent work of adding concrete pads over the previous poured concrete piers raised the ramp 9 1/2 inches too high from the designed elevation of the ramp. Handi-Ramp, the builders of the ramp, will modify the legs to work with the new concrete. Board members questioned why so many mistakes were made on what should have been a simple ramp; Mr. Mitchell admitted he had no idea why there have been so many issues. The original piers were poured based on the shop drawings that were prepared by Handi-Ramp. There is also concern if rebar was appropriately used when mounting the concrete pads to the previously poured piers; Mr. Mitchell stated it was properly done. Mr. Mitchell stated that the structure is 15 inches to high at the step entrance to the night deposit box, by lowering the ramp structure 9 1/2 inches, it will leave a 5 1/2 inch rise to the landing, which will make the ramp ADA compliant.

### Non-Highway Vehicles on Village Streets

Police Chief Meinhardt stated that he Police Department would be enforcing the non-highway vehicle code on this upcoming Saturdays Village Wide Yard Sale day. He reported that only four (4) permits have been issued for non-highway vehicles to operate on New Baden streets. These vehicles have all passed the requirements that were established in Ordinance 2013-06-03-A.

### Consent Agenda

A motion was made by Trustee Gunn and seconded by Trustee Linthicum to approve the Consent Agenda, which includes the Minutes from the April 4, 2016, Regular Meeting and authorization of payment of current invoices.

**Ayes:** Malina, Linthicum, Mavrogeorge, Gunn, Pettibone.

**Nays:** None.

**Absent:** Oster.

A majority of the Board voting aye, the motion carried.

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Ordinance 2016-04-18-A: Annexation Certain Territory (RWK Building & Remodeling Co.)

A motion was made by Trustee Pettibone and seconded by Trustee Malina to pass Ordinance 2016-04-18-A: An Ordinance Annexing Certain Territory to the Village of New Baden (RWK Building & Remodeling Co., Inc.). This property is located at 700 North Clinton Street, Parcel ID 11-10-07-300-002 and will become Northridge Estates Phase 2.

**Ayes:** Malina, Linthicum, Mavrogeorge, Gunn, Pettibone.

**Nays:** None.

**Absent:** Oster.

A majority of the Board voting aye, the motion carried.

Ordinance 2016-04-18-B: Execution of Annexation Agreement, Robert H. Kreke

A motion was made by Trustee Gunn and seconded by Trustee Linthicum to approve Ordinance 2016-04-18-B: Authorizing the Execution of an Annexation Agreement with Robert H. Kreke. Mr. Kreke, who owns the property at 7008 State Route 160, has executed an annexation agreement in order to obtain a water service connection for said property.

**Ayes:** Malina, Linthicum, Mavrogeorge, Gunn, Pettibone.

**Nays:** None.

**Absent:** Oster.

A majority of the Board voting aye, the motion carried.

Ordinance 2016-04-18-C: Amending New Baden's Budget for Fiscal Year 2015-2016

A motion was made by Trustee Gunn and seconded by Trustee Pettibone to approve Ordinance 2016-04-18-C: Amending the Village of New Baden's Budget for the Fiscal Year Beginning May 1, 2015 and Ending April 30, 2016.

**Ayes:** Malina, Linthicum, Mavrogeorge, Gunn, Pettibone.

**Nays:** None.

**Absent:** Oster.

A majority of the Board voting aye, the motion carried.

Ordinance 2016-04-18-D: Adopting the Budget for Fiscal Year 2017

A motion was made by Trustee Malina and seconded by Trustee Pettibone to approve Ordinance 2016-04-18-D: Adopting the Budget for Fiscal Year 2017.

**Ayes:** Malina, Linthicum, Mavrogeorge, Gunn, Pettibone.

**Nays:** None.

**Absent:** Oster.

A majority of the Board voting aye, the motion carried.

Resolution 2016-04-18-A: Maintenance of Streets & Highways by Municipality under the Illinois Highway Code

A motion was made by Trustee Pettibone and seconded by Trustee Gunn to approve Resolution 2016-04-18-A: Maintenance of Streets and Highways by Municipality under the Illinois Highway Code (Motor Fuel Tax for FY 2016-17) in the amount of \$83,000.00. This includes resealing, patching and street repair, culvert replacement and snow and ice control.

**Ayes:** Malina, Linthicum, Mavrogeorge, Gunn, Pettibone.

**Nays:** None.

**Absent:** Oster.

A majority of the Board voting aye, the motion carried.

IDOT Gateway Rest Area Water Bill

After Administrator Hemmer sent the letter to IDOT regarding the outstanding water bill at the Gateway Rest Area, he was contacted by Joseph Monroe – District 8 Operations Engineer. Mr. Monroe was very sympathetic, but he could not give a timeframe regarding the past due billing. He only asked that if the Village is going to shut-off the water, that he is given as much notice as possible. Mr. Hemmer told him the Village is not yet at that point. Mr. Hemmer has researched around the State and noted that other communities have been assessing late fees to the State bills,

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IDOT Gateway Rest Area Water Bill, cont.

while the Village currently does not. Mr. Hemmer recommends that the Board allow another letter to be sent, indicating that as of the May billing the Village will begin assessing the regular late fee amount of 10% of the unpaid balance each month just as it is done with any other water customer. The consensus of the Board was fine with this option.

YMCA Agreement for 2016 Pool Season

The agreement with the YMCA based on the Fiscal Year 2017 budget is currently being reviewed by staff. It will be presented for consideration at a future board meeting.

St. Louis University: Comprehensive Emergency Management Plan

The St. Louis University students that will be working on the Comprehensive Emergency Management Plan (CEMP) have agreed to sign "Waiver and Release of Liability" forms. Administrator Hemmer has discussed timelines with the students and they will meet soon to assist and coordinate this plan.

Waiver & Release of Liability: Nicholas Weber

A motion was made by Trustee Pettibone and seconded by Trustee Malina to approve Nicholas Weber to assist in the development of the Village of New Baden's Comprehensive Emergency Management Plan (CEMP) through St. Louis University. Mr. Weber has also executed a "Waiver and Release of Liability" which specifies he is an unpaid volunteer.

**Ayes:** Malina, Linthicum, Mavrogeorge, Gunn, Pettibone.

**Nays:** None.

**Absent:** Oster.

A majority of the Board voting aye, the motion carried.

Waiver & Release of Liability: Grainger Sheppard

A motion was made by Trustee Mavrogeorge and seconded by Trustee Linthicum to approve Grainger Sheppard to assist in the development of the Village of New Baden's Comprehensive Emergency Management Plan (CEMP) through St. Louis University. Mr. Sheppard has also executed a "Waiver and Release of Liability" which specifies he is an unpaid volunteer.

**Ayes:** Malina, Linthicum, Mavrogeorge, Gunn, Pettibone.

**Nays:** None.

**Absent:** Oster.

A majority of the Board voting aye, the motion carried.

Waiver & Release of Liability: Tyler Woodard

A motion was made by Trustee Linthicum and seconded by Trustee Mavrogeorge to approve Tyler Woodard to assist in the development of the Village of New Baden's Comprehensive Emergency Management Plan (CEMP) through St. Louis University. Mr. Woodard has also executed a "Waiver and Release of Liability" which specifies he is an unpaid volunteer.

**Ayes:** Malina, Linthicum, Mavrogeorge, Gunn, Pettibone.

**Nays:** None.

**Absent:** Oster.

A majority of the Board voting aye, the motion carried.

Waiver & Release of Liability: Alexandra Nickel

A motion was made by Trustee Pettibone and seconded by Trustee Mavrogeorge to approve Alexandra Nickel to assist in the development of the Village of New Baden's Comprehensive Emergency Management Plan (CEMP) through St. Louis University. Ms. Nickel has also executed a "Waiver and Release of Liability" which specifies she is an unpaid volunteer.

**Ayes:** Malina, Linthicum, Mavrogeorge, Gunn, Pettibone.

**Nays:** None.

**Absent:** Oster.

A majority of the Board voting aye, the motion carried.

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Waiver & Release of Liability: Ellie Collett

A motion was made by Trustee Linthicum and seconded by Trustee Mavrogeorge to approve Ellie Collett to assist in the development of the Village of New Baden's Comprehensive Emergency Management Plan (CEMP) through St. Louis University. Ms. Collett has also executed a "Waiver and Release of Liability" which specifies she is an unpaid volunteer. Ms. Collett is also acting as the observer for this project.

**Ayes:** Malina, Linthicum, Mavrogeorge, Gunn, Pettibone.

**Nays:** None.

**Absent:** Oster.

A majority of the Board voting aye, the motion carried.

Audit Services: Scheffel Boyel, Certified Public Accountants

A motion was made by Trustee Malina and seconded by Trustee Pettibone to approve the agreement with Scheffel Boyel, Certified Public Accountants for auditing services through 2018. Fees are as follows: 2016: \$14,900; 2017: \$15,800; and 2018: \$16,700.

**Ayes:** Malina, Linthicum, Mavrogeorge, Gunn, Pettibone.

**Nays:** None.

**Absent:** Oster.

A majority of the Board voting aye, the motion carried.

Permanent Funds Transfer: General to Pool

A motion was made by Trustee Malina and seconded by Trustee Linthicum to authorize a permanent transfer of funds from the General Fund to the Pool Fund in the amount of \$2,000. This was a temporary loan approved by the Board in the Supplemental Appropriations in April 2015.

**Ayes:** Malina, Linthicum, Mavrogeorge, Gunn, Pettibone.

**Nays:** None.

**Absent:** Oster.

A majority of the Board voting aye, the motion carried.

Temporary Transfer: General to Civic Center

A motion was made by Trustee Linthicum and seconded by Trustee Pettibone to authorize a temporary transfer of funds from the General Fund to the Civic Center Fund in the amount of \$3,000. This will balance the Civic Center Fund for the start of the new fiscal year.

**Ayes:** Malina, Linthicum, Mavrogeorge, Gunn, Pettibone.

**Nays:** None.

**Absent:** Oster.

A majority of the Board voting aye, the motion carried.

Permanent Funds Transfer: General to Pool

A motion was made by Trustee Malina and seconded by Trustee Mavrogeorge to authorize a permanent transfer of funds from the General Fund to the Pool Fund in the amount of \$18,000. Administrator Hemmer reported that the pool would not be able to pay this back anytime soon. An additional transfer may be needed at the end of the 2016 season, but he expects the fund to have improvement by the end of the Fiscal Year.

**Ayes:** Malina, Linthicum, Mavrogeorge, Gunn, Pettibone.

**Nays:** None.

**Absent:** Oster.

A majority of the Board voting aye, the motion carried.

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Employee Step  
Increase: Allen Gilbert,  
Director of EMS

A motion was made by Trustee Pettibone and seconded by Trustee Linthicum to authorize a base salary increase of 3.0% as a ten (10) year step increase for Director of EMS Allen Gilbert. Mr. Gilbert's start date was February 1, 2006. His pay will be retroactive to his anniversary date.

**Ayes:** Malina, Linthicum, Mavrogeorge, Gunn, Pettibone.

**Nays:** None.

**Absent:** Oster.

A majority of the Board voting aye, the motion carried.

Employee Step  
Increase: Tom Weber,  
Full-time Paramedic

A motion was made by Trustee Gunn and seconded by Trustee Pettibone to authorize a base salary increase of 3.0% as a one (1) year step increase for Full-time Paramedic Tom Weber. Mr. Weber's start date with the Village is December 2, 2016. This will not take effect until his anniversary date is reached.

**Ayes:** Malina, Linthicum, Mavrogeorge, Gunn, Pettibone.

**Nays:** None.

**Absent:** Oster.

A majority of the Board voting aye, the motion carried.

Wage Adjustments for  
Non-Union Employees

A motion was made by Trustee Pettibone and seconded by Trustee Mavrogeorge to authorize a base salary increase of 3.0% effective May 1, 2016 to the following non-union employees: Chief of Police, Commissioner of Public Works, Village Collector, Deputy Clerk, Clerk Support Staff, Treasurer, Director of EMS, Park & Recreation Coordinator, Civic Center & Village Hall Custodian, and Crossing Guard.

**Ayes:** Malina, Linthicum, Mavrogeorge, Gunn, Pettibone.

**Nays:** None.

**Absent:** Oster.

A majority of the Board voting aye, the motion carried.

Wage Adjustment:  
Part-time Basic EMT  
Position

A motion was made by Trustee Malina and seconded by Trustee Pettibone to authorize a base salary increase of 2.0% effective May 1, 2016 to the employees holding the Part-time Basic EMT position. New rate is \$9.81 per hour.

**Ayes:** Malina, Linthicum, Mavrogeorge, Gunn, Pettibone.

**Nays:** None.

**Absent:** Oster.

A majority of the Board voting aye, the motion carried.

Wage Adjustment:  
Part-time Paramedic  
Wages: Weekend Shift  
Differential

A motion was made by Trustee Gunn and seconded by Trustee Malina to authorize a base salary increase of \$1.35 per hour for weekend shifts effective May 1, 2016 to the employees holding the Part-time Paramedic. Weekend shifts are defined as full-time shifts as assigned by the Director of EMS and worked between 6:00 p.m. Friday evening and 6:00 a.m. Monday morning. Current rate is \$11.65 per hour; the weekend rate will be \$13.00 per hour.

**Ayes:** Malina, Linthicum, Mavrogeorge, Gunn, Pettibone.

**Nays:** None.

**Absent:** Oster.

A majority of the Board voting aye, the motion carried.

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Illinois Street Tree  
Removal Bids

Sealed Bids were opened at 10:00 a.m. on Thursday, April 14 for the Illinois Street Tree Removal Project. This project is for the removal of three (3) large trees located at 106 East Illinois Street; these trees are located partially on Rick Sinkler's property and partially on the Illinois Street right-of-way. Bids were as follows: Meurer Brothers, Inc.: \$9,850.00; S. Shafer Excavating, Inc.: \$10,700; and Haier Plumbing and Heating, Inc.: \$14,000.

A motion was made by Trustee Pettibone and seconded by Trustee Gunn to authorize the low bid award from Meurer Brother's, Inc. for \$9,850.

**Ayes:** Malina, Linthicum, Mavrogeorge, Gunn, Pettibone.

**Nays:** None.

**Absent:** Oster.

A majority of the Board voting aye, the motion carried.

Legion Mutual Aid  
Agreement for  
Emergency Shelter

Administrator Hemmer stated he is finalizing the agreement with the American Legion for the use of their facility as an Emergency Shelter. Consideration of the agreement will be at a later meeting.

Tennis Court Wiring

It was discovered that the light panel at the Tennis Courts had a short in the electrical wiring. Pfeffer Electric had been contacted to make the repair at an estimated cost of \$1,355. Administrator Hemmer stated he contacted the Village's insurance carrier in reference to the issue and made a claim to have it repaired.

Police Dept. New  
Officer Hiring

Trustee Gunn inquired on the status of hiring a new police officer as allowed per the Fiscal Year 2017 budget. Chief of Police Meinhardt reported that he is working on a plan to begin the hiring process. Trustee Linthicum inquired on what shift this new hire would be working. Mr. Meinhardt stated that ideally he would like it to be a power shift or an overlapping shift; but that is something that needs to be addressed in the Collective Bargaining Agreement.

Trustee Pettibone inquired on the status of the repairs to the Hockey Rink (peeling paint). It was reported that it not yet been resolved.

There being no further business brought before the Village Board, a motion was made by Trustee Linthicum and seconded by Trustee Pettibone to adjourn the meeting.

**Ayes:** Malina, Linthicum, Oster, Mavrogeorge, Gunn, Pettibone.

**Nays:** None.

**Absent:** None.

A majority of the Board voting aye, the motion carried and the meeting adjourned at 7:41 p.m.

Teri L Crane, Village Clerk  
Approved: May 2, 2016