

REGULAR MEETING OF THE VILLAGE BOARD MINUTES: NOVEMBER 7, 2016

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

Announcements

Illinois Dept. of Transportation (IDOT) is hosting an Open House to gather public input for development of the Department's upcoming Multi-Year Program. The meeting will be on November 17, 2016 from 4:00 – 6:00 pm at Breesee City Hall. Administrator Hemmer reported he has been commenting through various IDOT contacts and avenues about the condition of Highway 161 on the St. Clair County side of New Baden. Mr. Hemmer sees this Open House as another opportunity to do that and encourages other New Baden officials, staff, and residents to attend this meeting and do the same.

Chief of Police Report

Police Chief Meinhardt presented his quarterly report.

Plan Commission Report

The Plan Commission report from their meeting on October 11, 2016; topics included North Ridge Estates Phase 2 Improvement Plans and Trailers as referenced in Sections 40-2-13 & 40-4-19 of the Village Code.

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

Consent Agenda

A motion was made by Trustee Pettibone and seconded by Trustee Malina to approve the Consent Agenda, which includes the Minutes from the October 17, 2016, Regular Meeting and authorization of payment of current invoices.

Ayes: Malina, Oster, Mavrogeorge, Pettibone, Zurliene.

Nays: None.

Absent: Linthicum.

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

Plan Commission Recommendation: Sections 40-2-13 & 40-4-19 Referencing Trailers

The Plan Commission met on October 11, 2016 and their recommendation has not changed in reference to Trailers as in Sections 40-2-13 & 40-4-19 of the Village Code. Previously, this topic was discussed by the Plan Commission on July 12 and then by the Village Board on August 1, 2016. The Plan Commission has agreed to reinforce its original recommendation that the code should be adjusted to allow for two (2) such wheeled vehicles per lot, providing that only one (1) is a camper, travel trailer, watercraft trailer, or recreational vehicle. The existing location and other restrictions will remain the same, including location regulations regarding the side yard, rear yard, and projection into the front yard. Residents can apply for a variance if they cannot locate their trailers legally on their lots. This then allows for exceptions, but the norm is not to allow trailers in front yards or on side lots with a street frontage. The consensus of the Village Board agreed with this recommendation and Attorney Gruenke will prepare the ordinance for the next meeting.

REGULAR MEETING OF THE VILLAGE BOARD MINUTES: NOVEMBER 7, 2016

KRB Excavating, Inc.:
Change Order #1 –
Audrey Lane
Drainage
Improvement Project

A motion was made by Trustee Oster and seconded by Trustee Pettibone to authorize Change Order #1 for \$2,970 from KRB Excavating, Inc. for the Audrey Lane Drainage Improvement Project. The project required additional concrete work near the culvert at the New Baden Elementary School, asphalt patching at the School, and additional work on the road in the cul-de-sac. Administrator Hemmer approved the additional work since the project had to be complete before school resumed and the amount was within 10% of the total.

Ayes: Malina, Oster, Mavrogeorge, Pettibone, Zurliene.

Nays: None.

Absent: Linthicum.

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

KRB Excavating, Inc.:
Pay Request #2
(Final) – Audrey Lane
Drainage
Improvement Project

A motion was made by Trustee Pettibone and seconded by Trustee Mavrogeorge to authorize Pay Request #2 (Final) for \$10,545 from KRB Excavating, Inc. for the Audrey Lane Drainage Improvement Project. The project is complete, meeting inspection by Administrator Hemmer and the Commissioner of Public Works Renth. Some riprap may be required at the end of the concrete swale that was not part of the project; the Public Works Dept. should be able to install.

Ayes: Malina, Oster, Mavrogeorge, Pettibone, Zurliene.

Nays: None.

Absent: Linthicum.

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

Engineering Services
Contract with HMG:
Amendment #1 to
Task Order #11:
North 2nd Street Box
Culvert

A motion was made by Trustee Zurliene and seconded by Trustee Oster to approve Amendment #1 to Task Order #11 with HMG Engineers, Inc. for the North 2nd Street Box Culvert. The construction officially started on November 7, 2016. Half of this project is TIF #1 funded, which is required to be spent by January 9, 2017. Administrator Hemmer reported that he has made certain that the contractor and engineer know this funding plan and that a pay request for half of the project and engineering will be needed for the Board to consider at the November 21 Board meeting; the second to last meeting of the year. In order for HMG to comply with this request, they must switch the engineering costs from an hourly rate to a lump sum rate as reflected in the amendment.

Ayes: Malina, Oster, Mavrogeorge, Pettibone, Zurliene.

Nays: None.

Absent: Linthicum.

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

Illinois Dept. of
Commerce &
Economic
Opportunity Grant
Signing Authority

Administrator Hemmer reported that the Department of Commerce and Economic Opportunity (DCEO) contacted him regarding the grant the Village received for Hillside Drive and One Stop Drive projects. Previous Village Administrator Lyndon Joost closed-out this grant; however, in doing so, Mr. Joost had approved some reports that he did not have the authority to sign. The Mayor has the ability to designate a signee for such purposes. However, the Village Code requires that the Mayor's designee be approved by motion of the Board. Therefore, the request is a motion to approve the Mayor to sign a form designating Lyndon Joost to sign those DCEO grant reports.

REGULAR MEETING OF THE VILLAGE BOARD MINUTES: NOVEMBER 7, 2016

Illinois DCEO Grant
Signing Authority,
cont.

A motion was made by Trustee Pettibone and seconded by Trustee Mavrogeorge to authorize Mayor Christy Picard to designate previous Village Administrator Lyndon Joost as an Authorized Signatory for the Illinois Department of Commerce and Economic Opportunity.

Ayes: Malina, Oster, Mavrogeorge, Pettibone, Zurliene.

Nays: None.

Absent: Linthicum.

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

Police Department
Part-time Roster

Police Chief Meinhardt reported that with recent changes in the pool of part-time police officers and our hiring of the new full-time officer, he would like to remove some officers from the roster and add a couple of new officers. Administrator Hemmer agreed with the revisions; he is also working with the EMS department to maintain their part-time roster. The police officers being removed from the list either cannot work part-time due to their full-time employment in another police department or have not responded to numerous requests for availability. No action required.

Part-time Police
Officer: Alex Wilken

A motion was made by Trustee Mavrogeorge and seconded by Trustee Pettibone to authorize the hiring of part-time police officer Alex Wilken. Mr. Wilken grew up in New Baden and recently graduated from the Police Academy. Chief Meinhardt is happy that the New Baden Police Department can invest in the youth of New Baden.

Ayes: Malina, Oster, Mavrogeorge, Pettibone, Zurliene.

Nays: None.

Absent: Linthicum.

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

Part-time Police
Officer: Craig
Campbell

A motion was made by Trustee Mavrogeorge and seconded by Trustee Pettibone to authorize the hiring of part-time police officer Craig Campbell.

Ayes: Malina, Oster, Mavrogeorge, Pettibone, Zurliene.

Nays: None.

Absent: Linthicum.

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

New Baden Police
Collective Bargaining
Agreement

Administrator Hemmer reported that the Collective Bargaining Agreement between the Village and the New Baden Police Department expires April 30, 2017. Mr. Hemmer had discussions with Mayor Picard and Attorney Gruenke about entering into negotiations early for the next agreement. Mr. Hemmer also talked with the Police Depts. union representative and the State union representative and they agree that the process should begin.

New Baden Public
Library Lease

Administrator Hemmer provided a Public Library lease memorandum and document to Board members for review. The library lease automatically renews every May 1, at the rate of \$1 per year. If a new lease is to be negotiated, notice must be given to the other party by February 1, 2017. Mr. Hemmer's research determined that a market rental rate for the 5,400 square foot Library building is approximately \$7 - \$10 per square foot. He does not recommend these amounts as a lease rate for the Library as he believes the Village should assist the Library in the service they provide. However, the Library is their own taxing body and

REGULAR MEETING OF THE VILLAGE BOARD MINUTES: NOVEMBER 7, 2016

New Baden Public Library Lease, cont.

some percentage based on the market rate might be an acceptable and fairer rate. The consensus of the Board was to leave the library lease as it currently stands.

New Baden Fire Protection District Lease

Administrator Hemmer reported the Fire Protection District Lease is due for renewal on April 30, 2017 and automatically renews at the rate of \$1 per year if notice is not given within 120 days prior to the expiration date; or roughly by January 31, 2017. This lease was entered into when the Fire Protection District was formed in 2007. In Mr. Hemmer's research for this lease, he determined that a market rental rate for the 5,174 square feet that is solely used by the Fire Protection District in the Public Safety building is approximately \$4 - \$5 per square foot. He does not recommend these amounts as a lease rate for the Fire Protection District as he thinks the Village should assist them in the service they provide. However, they are their own taxing body and some percentage based on the market rate might be an acceptable and fairer rate. The consensus of the Board was to leave the Fire Protection District lease as it currently stands.

Citizen Planners Workshop

Trustee Pettibone reported that he attended the Citizen Planners Workshop in October, hosted by the Southwestern Illinois Chapter of the American Planning Agency, along with the Plan Commission members, Jim Sheridan and Ricky Johnson. They found the workshop to be very informative. They have discussed that the Village's Comprehensive Plan that was approved in 2005 needs to be reviewed.

Ditch Cleaning

Trustee Pettibone also addressed a ditch cleaning schedule, similar to the way oil and chipping is done, and would like to see a Public Works Committee meeting called to discuss. A meeting will be scheduled in December.

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

Ayes: Malina, Oster, Mavrogeorge, Pettibone, Zurliene.

Nays: None.

Absent: Linthicum.

A majority of the Board voting aye, the motion carried and the meeting adjourned at 7:20 p.m.

Teri L Crane, Village Clerk
Approved: November 21, 2016