

REGULAR MEETING OF THE VILLAGE BOARD MINUTES: November 19, 2018

The Regular Meeting of the New Baden Village Board met Monday, November 19, 2018, at New Baden Village Hall, 1 East Hanover Street. Mayor Picard called the meeting to order at 7:00 pm.

Prior to the Board meeting, a public hearing was held for the enlargement of the New Baden Caylin Ridge Special Service Area (SSA), for the property located within the proposed subdivision commonly known Northtowne Estates. Revenue generated from the SSA will enable the Village to provide clean up and ongoing maintenance for common ground, including, but not limited to, stormwater detention basins and lawn maintenance. One resident was in attendance.

**Present and answering to roll call:** Mayor Christy Picard, Trustees Bill Malina, Bob Oster, Jordan Pettibone, Taylor Zurliene, and Randy Joe Linthicum. **Absent:** None. **Staff Members Present:** Village Clerk Teri Crane; Village Administrator Mike Hemmer; Attorney Doug Gruenke of Bruckert, Gruenke & Long, P.C.; Chief of Police Scott Meinhardt; Commissioner of Public Works Ronald V. Renth; EMS Director Allen Gilbert; and Jerry Green, Chief Building & Zoning Official. **Staff Members Absent:** None.

Trustee Resignation

Mayor Picard stated that Trustee Jerry Linthicum has resigned from the Village Board effective November 9, 2018.

Committee Assignments

With the resignation of Trustee Jerry Linthicum, Mayor Picard has made changes to the Committee assignments for the remaining Trustees.

Consolidated Election: April 2, 2019

Village Clerk Crane said that Petition Packets for the April 2, 2019 Consolidated Election are available. Petitions can be filed December 10-17, 2018. With the resignation of Trustee Jerry Linthicum, there is now an added 2-year unexpired term available. This is in addition to the three (3) 4-year terms available.

New Baden Jaycees: YMCA Basketball Program

Jeff Korte, representing the New Baden Jaycees, presented a \$200 donation to the Board for the New Baden / Clinton County YMCA Youth Basketball Program held at the O.W. Billhartz Civic Center starting in January 2019. The Jaycees held a basketball tournament in September to support the Civic Center basketball program. These funds will help pay for equipment and will help sign-up children that otherwise may not be able to afford to play in the program.

Plan Commission Advisory Report from November 13, 2018

Board members reviewed the Advisory Report from the Plan Commission meeting held on November 13, 2018. This was for a Special Use Permit request for the operation of Home Day Care from Kimberlee Kasperzick, 400 Roland Ave. The Plan Commission recommended a denial of the Special Use Permit request for a Home Day Care at this address.

Special Use Permit: Home Day Care at 400 Roland Ave

Board members discussed the recommendation of denial from the Plan Commission for the Home Day Care at 400 Roland Ave. The Plan Commission stated that the reason for denial, based upon what must be considered when granting a Special Use Permit as per the Village's Zoning Code, was that the effect of the special use on the surrounding area seemed to be significant at this location. Kim Kasperzick, who was present, asked what had changed from her previous approval at the September 11 Plan Commission Public Hearing. The major issue stated by the Village Board and the Plan Commission is the location in general. It is a 3-way stop at a poorly designed, irregular intersection with the home on the corner. That area already has noted parking issues due to the width of the street. Board members questions included: why she started a home day care without a state license, how many kids was she currently watching, and

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Special Use Permit:  
Home Day Care at  
400 Roland Ave,  
cont.

what was her status with the state in regards to the license. Attorney Gruenke stated that the Board would need to consider accepting or denying the Plan Commission recommendation.

A motion was made by Trustee Zurliene and seconded by Trustee R. Linthicum to uphold the decision of the New Baden Plan Commission and deny the request from Kim Kasperzick for a Special Use Permit for a Home Day Care at 400 Roland Ave. Ms. Kasperzick asked what the process was to appeal the Board's decision; Attorney Gruenke stated he would have to review what that Village Code states.

**Ayes:** Oster, Zurliene, R. Linthicum.

**Nays:** Malina, Pettibone.

**Absent:** None.

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

Consent Agenda

A motion was made by Trustee Oster and seconded by Trustee Malina to approve the Consent Agenda, which includes the of payment of current invoices and the Minutes from the November 5, 2018, regular meeting.

**Ayes:** Malina, Oster, Pettibone, Zurliene, R. Linthicum.

**Nays:** None.

**Absent:** None.

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

Ordinance 2018-11-  
19-A: Increasing the  
Annual Fee for a  
Class D Liquor  
License

A motion was made by Trustee Pettibone and seconded by Trustee Zurliene to approve Ordinance 2018-11-19-A: Increasing the Annual Fee for a Class D – Gas Station with On-Premises Consumption License. As discussed at the last Board Meeting the new fee for this license will be \$600. Currently, this license is only issued to CC Food Marts, Inc. and SDS Stores, Inc.

**Ayes:** Malina, Oster, Pettibone, Zurliene, R. Linthicum.

**Nays:** None.

**Absent:** None.

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

Cancel Regular  
Board Meeting

A motion was made by Trustee Zurliene and seconded by Trustee Malina to approve the cancelation of the Regular Meeting of the Village Board on Monday December 17, 2018.

**Ayes:** Malina, Oster, Pettibone, Zurliene, R. Linthicum.

**Nays:** None.

**Absent:** None.

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

Part-time Office  
Assistant at Village  
Hall

A motion was made by Trustee Oster and seconded by Trustee Zurliene to approve hiring Kelly Ferri as a part-time office assistant at Village Hall. The Village received 3 applications for this position and interviewed two (2) of them. Ms. Ferri has accepted an employment offer of \$11 per hour for 8-12 hours of work per week.

**Ayes:** Malina, Oster, Pettibone, Zurliene, R. Linthicum.

**Nays:** None.

**Absent:** None.

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

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Pay Request #1:  
Visu-Sewer of  
Missouri, LLC for  
2018 CIPP Sanitary  
Sewer Lining Project

A motion was made by Trustee Pettibone and seconded by Trustee R. Linthicum to authorize Pay Request #1 to Visu-Sewer of Missouri, LLC, for the 2018 Cured in Place Pipe (CIPP) Sanitary Sewer Lining Project for \$6,760.80. This request covers the cleaning and televising work completed to date. The overall project is \$85,261.20, a change order is expected as the schedule of lines included in the project increased slightly and there may be sewer line work required once the lining material is pushed into the sewer main. There is a 10% retainage on the project until project is complete. The remaining amount due will be \$77,749.20.

**Ayes:** Malina, Oster, Pettibone, Zurliene, R. Linthicum.

**Nays:** None.

**Absent:** None.

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

2018-2019 Budget  
Review Memo

Administrator Hemmer presented a 2nd Quarter Budget Review Memo for Board members using the October Treasurer's Report.

2019-2020 Budget  
Process

Administrator Hemmer provided the proposed budget schedule for Fiscal Year 2019-2020. Mr. Hemmer prefers to review the budget one fund/department at a time, which has been the process for the last few years. A Finance Committee Meeting will be schedule in the coming weeks.

2019 Tax Year Levy  
Estimates

A motion was made by Trustee Pettibone and seconded by Trustee Zurliene to approve proceed with the previously announced 2019 Tax Year Property Tax Levy Estimates. Administrator Hemmers recommendation was detailed in an October 30, 2018, memo and at the Finance Committee Meeting held on November 13, 2018, is for an overall levy amount of \$516,571 which is an increase of 3.71296% over the prior year's extension. The tax rate by this levy is an increase from 1.10240% to 1.11347%. An ordinance approving these amounts will need to be approved at your December Board Meeting.

**Ayes:** Malina, Oster, Pettibone, Zurliene, R. Linthicum.

**Nays:** None.

**Absent:** None.

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

Liability Insurance  
Renewal Proposal for  
2018-2019: Property/  
Casualty

A motion was made by Trustee R. Linthicum and seconded by Trustee Oster to authorize the renewal proposal from Illinois Counties Risk Management Trust (ICRMT) for Property/Casualty Insurance, not to exceed \$78,632. This policy is effective from December 1, 2018 to December 1, 2019. The renewal is 10.3% higher than last year; however, after a property audit, about 37% more property was included, so this increase is expected.

**Ayes:** Malina, Oster, Pettibone, Zurliene, R. Linthicum.

**Nays:** None.

**Absent:** None.

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

Workers'  
Compensation  
Renewal Proposal  
2018-2019

A motion was made by Trustee R. Linthicum and seconded by Trustee Zurliene to authorize the proposal received from Illinois Public Risk Fund (IPRF) for Workers' Compensation, \$32,688. This policy is effective from January 1, 2018 to January 1, 2019. This represents a decrease of 8.1% over the prior year. Averaging out the ICRMT and the IPRF renewals, the Village is looking at an increase of 4.4%. IPRF includes a safety grant that can be used to purchase equipment to keep employees safe, details for 2019 are not yet available.

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Workers'  
Compensation  
Renewal Proposal,  
cont.

**Ayes:** Malina, Oster, Pettibone, Zurliene, R. Linthicum.  
**Nays:** None.  
**Absent:** None.  
A majority of the Board voting aye, the motion carried.

Library: Replacement  
of West Side Doors

Administrator Hemmer obtained an estimate of \$3,499 from Commercial Door & Hardware Service for the west side doors at the Library after the Board expressed interest during the discussions of the Library roof replacement. While this project was not brought forth during the budget process, Mr. Hemmer believes the Village budget is in good shape to add this project to the Capital Improvement Fund should the Board desire. The proposal includes removing existing door, frame, and hardware and installing a 42" aluminum door with 10" bottom panel, side lights and transom over the entire unit. Upon discussion, it was decided to have Mr. Hemmer obtain additional bids reflecting various options for the doors for price comparison, ex. to see the cost of a double door. Mr. Hemmer will report back with his findings.

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

**Ayes:** Malina, Oster, Pettibone, Zurliene, R. Linthicum.  
**Nays:** None.  
**Absent:** None.  
A majority of the Board voting aye, the motion carried, and the meeting adjourned at 8:14 pm.

Teri L Crane, Village Clerk  
Approved: January 7, 2019