

**VILLAGE OF WAPELLA**  
 Village Hall  
 312 Main Street – P. O. Box 148  
 Wapella, Illinois 61777

BOARD MEETING – MINUTES  
 April 21, 2015

Regular Meeting

7:00 pm

**I. CALL TO ORDER & ROLL CALL**

President Rich Karr called the meeting to order.

Roll Call:

Name	Title	Status
Vernon Meadows	Trustee	Present
Rusty Karr	Trustee	Present
Suzanna Holland	Trustee	Present
Rosalie Summers	Trustee	Present
Elizabeth Weikle	Clerk	Present

**II. MOTION TO APPROVE MINUTES FROM MARCH 17, 2015**

Rich Karr asked for a motion to approve the minutes of March 17, 2015. Rosalie Summers noted two typos in the minutes, which Elizabeth Weikle indicated she would fix. Rusty Karr noted he wasn't aware that community center rentals go to the park fund. He asked for verification. Elizabeth affirmed. Rich again asked for a motion to approve. Rosalie motioned to approve the minutes with the two corrections previously mentioned. Suzanna Holland seconded.

Result:	Approved
Moved:	Rosalie Summers
Seconded:	Suzanna Holland
Ayes:	Vernon Meadows, Rusty Karr, Suzanna Holland, Rosalie Summers
Nays:	None

**III. MOTION TO APPROVE ALL OKAYED BILLS**

Rich Karr asked for a motion to approve all unpaid bills. Elizabeth Weikle indicated the bill from Carri Scharf is being held. Willie Strange called about the statement to verify that the statement belongs to the Village of Wapella. Rosalie Summers made a motion to approve all unpaid bills. Seconded by Suzanna Holland.

Result:	Approved
Moved:	Rosalie Summers
Seconded:	Suzanna Holland
Ayes:	Vernon Meadows, Rusty Karr, Suzanna Holland, Rosalie Summers
Nays:	None

**IV. SWEARING IN OF THE NEW BOARD**

Rich Karr stated the ballot for the new board has not yet been certified, so a special meeting will be held after the ballot is certified to swear in the new board.

**V. APPOINTMENT OF TRUSTEE TO FILL VACANCY IN OFFICE**

Rich Karr stated with the advice and consent of the Board, he will appoint a trustee to fill the vacant office. Rich nominated Mandy Huff. He indicated she has served on the Board previously, and at one point has held every office. Rusty Karr made a motion to accept Mandy Huff’s nomination. Rich asked for a second. Rosalie Summers seconded the nomination. Elizabeth Weikle asked if there was any discussion. There was none. Vote proceeded.

Result:	Approved
Moved:	Rusty Karr
Seconded:	Rosalie Summers
Ayes:	Rusty Karr, Rosalie Summers, Rich Karr
Nays:	Vernon Meadows, Suzanna Holland

Elizabeth Weikle noted that there is a tie, so it would be necessary for Rich to vote. He voted yes. Rich welcomed Mandy Huff to the Board. He asked that she be sworn in immediately. Elizabeth presented a paper copy of the Oath of Office to Mandy. Mandy proceeded to read the Oath of Office out loud. It was signed by both Mandy and Rich. Mandy proceeded to take a seat at the Board table.

**VI. DEPARTMENT REPORTS**

**A. Streets**

Rusty Karr indicated he had nothing to report.

**B. Health & Safety**

Suzanna Holland reported that she received a thank you note from Second Chance Animal Shelter thanking the Village of Wapella for letting them use our facility to host their rabies clinic. The clinic had a very good turnout.

### **C. Water**

Rich Karr indicated that there would be no report from the Water Committee as there is currently no trustee appointment to that committee.

### **D. Zoning**

Willie Strange indicated he issued three permits, two for fences and one for a new shed.

### **E. Finance**

#### **i. Report on payment of equity loan for water department.**

Rosalie Summers stated she cashed the CD and applied it to the \$40,000 payment for April 6. The total for the CD was \$14,342.74, of which \$6,679.72 was issued to the State Bank of Lincoln for the Village of Wapella. The remaining \$7,662.92 was deposited at the bank. The loan extension, debt modification agreement, was extended. This was originally for the water tower improvements. It has been extended to cover the \$40,000 balloon payment which was due this year. An ordinance was written to allow for this payment plan. Rosalie indicated she would like to change the checking account type for water project fund. Currently we are charged \$10.00 per month service fee as there isn't enough money to cover. Rich Karr indicated this is listed under New Business.

#### **ii. Department heads should be thinking about their budget needs for the next fiscal year.**

Rosalie indicated she gave all members a form and asked them to turn in statements no later than the May Board Meeting, but then mentioned that the new Board has not yet been appointed. She would like to receive information regarding the departments conditions, expenses with any proposed improvements and probable expenses, all the contracts that have been made and those contracts that remain incomplete. She also asked for the amount of any and all unexpended appropriations so that she may begin figuring the tax levy and the budget for next year. She indicated there will need to be a report completed on the true financial condition of the Village, which will need to be included in the Annual Report. Rosalie will need this information in order to put together a budget. Suzanna Holland mentioned that all department heads will discuss this in a special meeting. Rusty Karr mentioned that Rosalie's plan will help keep departments on budget, as not all department heads know what they are buying in advance and this helps them not to go over budget.

Rosalie stated there are a few things that need to be corrected with the monthly reports, so she is not going to report on those at the current time. Rich Karr asked for affirmation that Rosalie is referring to the financial report. Rosalie indicated yes, and that she needed to verify some information with the Treasurer, who has been on vacation.

## **VII. PUBLIC COMMENT - 3 MINUTES PER PERSON**

Sharon Riddle asked Rosalie to verify that the CD that was cashed was the water CD. Rosalie affirmed. Sharon asked if the balance of the CD went back into the water checking account. Rosalie affirmed. Sharon asked if the remaining funds were earmarked for anything particular. Rosalie indicated no.

Jane Buraglio read a portion of a letter that was submitted to the local newspapers regarding her lawsuit brought against the Village of Wapella.

## **VIII. NEW BUSINESS FOR DISCUSSION AND VOTE**

### **A. ORDINANCE DIRECTING UTILITY TAX RECEIPTS TO THE WATER PROJECT FUND**

Rosalie Summers indicated that the ordinance was written to make the Resolution more permanent and binding. Rich Karr summarized the content of the Ordinance by stating that all tax revenue received by the Village of Wapella, whether directly from utility tax payer or from the state of Illinois, be deposited in the Village of Wapella water project fund. Utility tax revenue as used in this ordinance means taxes imposed pursuant to 65 ILCS 5/8-11-2 taxes and franchise fees received from community television service pursuant to 65 ILCS 5/11-42-11 fee and taxes on privilege of originating or receiving telecommunications and fees and taxes on retailers engaged in the business of transmitting such telecommunications pursuant to a simplified municipal telecommunications act 35 ILCS 636-5-1 or any other similar tax imposed by the village. This would indicate that all utility taxes the village receives would be deposited into the water project fund.

Rich Karr asked for a motion to approve the ordinance. Rusty Karr made a motion to approve the ordinance to deposit utility tax receipts into the water project fund. Rosalie seconded the motion.

Elizabeth Weikle noted that the franchise fees are also coming from the park fund. She stated that the village currently receives franchise fees from Mediacom that are deposited into the park fund. Those fund would be included in addition to excise tax. Rusty Karr stated that all bills for the park are coming out of the general fund. Rosalie mentioned, and Elizabeth confirmed, that it was never the intention to take the franchise fees as well. Suzanna Holland stated that the village attorney should review the ordinance again. Rusty mentioned that the village is paying for everything for the park out of the general fund, so why would the village not continue that plan. Elizabeth stated that currently park fund money is considered general fund money, but a separate park fund does exist. Rusty asked what the park fund pays for. Elizabeth answered that the park fund pays for everything that is coded 200. Suzanna stated everything for her department comes out of that fund. Rosalie stated it could be paid out of the general fund. Elizabeth agreed that it could be, however the park fund would have to be transferred into the general fund to make it one fund. She also stated that the current budget would need to be amended to reflect that. Suzanna added if that was going to be accomplished, it might be best to wait until the beginning of the new fiscal year. Rosalie indicated that it might be advantageous to begin the process now, as it will take some time to get it accomplished. Elizabeth explained that if the general fund and the park fund are combined there will be more bills in the general fund and less revenue if you take the franchise out. Rusty asked how much money that would be. Elizabeth answered \$2,400.00. She also stated the telecommunications amount

would be \$20,000.00. She stated that if the general fund and the park fund were combined, there would be more bills in the general fund and less revenue. Rich asked if this should be tabled for the time being as the ordinance is not written properly. Elizabeth indicated there is a second franchise fee received from Ameren IP street lighting that goes in the park fund. That fee is \$7,000.00. Rosalie agreed that this should be tabled until the village attorney is consulted. Elizabeth asked for a motion to table the ordinance. Vernon Meadows made a motion to table the ordinance. Suzanna Holland seconded the motion.

Result:	Approved
Moved:	Vernon Meadows
Seconded:	Rosalie Summers
Ayes:	Vernon Meadows, Suzanna Holland, Rosalie Summers, Mandy Huff
Nays:	Rusty Karr

**B. ORDINANCE AMENDING SECTION 11-101 OF THE MUNICIPAL CODE OF WAPELLA OF 1975 - SALARIES**

Rich Karr stated none of the salaries are increasing. This ordinance adds the zoning board member. Elizabeth Weikle noted that the attorney reviewed the ordinance and was only going to add the zoning board member, however after reviewing the original ordinance, it was noted the ordinance had not been previously updated. In the original ordinance the Clerk’s salary is incorrect, the Collector’s salary is incorrect, the Treasurer’s salary is incorrect, the Liquor Commissioner’s salary is incorrect, and then he added the zoning board. Rich clarified the current ordinance before the board reflects the current salaries for these positions. Elizabeth confirmed. Rich asked if there was any discussion needed. No discussions were brought forward. Rich asked for a motion to approve the ordinance. Motion made by Rosalie Summers to approve the ordinance amending section 11-101 of the Municipal Code of Wapella of 1975 - Salaries. Seconded by Vernon Meadows.

Result:	Approved
Moved:	Rosalie Summers
Seconded:	Vernon Meadows
Ayes:	Vernon Meadows, Rusty Karr, Suzanna Holland, Rosalie Summers, Mandy Huff
Nays:	None

**C. CHANGE WATER PROJECT FUND ACCOUNT FROM “HIGH FINANCE” TO “NOW” OR “FREE” CHECKING ACCOUNT AND ORDER CHECKS AND DEPOSIT SLIPS**

Rosalie Summers explained that the change would not require a minimum account balance of \$10,000.00. She had documentation from the State Bank of Lincoln explaining the account types. Rich Karr asked if the account is collecting any interest currently. Rosalie answered no as there is not much money in the account, and in fact, we have been charged \$10.00 per month for several months as the balance is below the threshold. Originally that money was borrowed for the water tower project and deposited in the high finance account. The funds were expended and now the balance is too low, so we receive a monthly fee. The bank would not give Rosalie a lot of information because she is not a signer on the account. The NOW account pays interest, however interest rates

are very low, so the interest would be minimal. When the CD was cashed in, Dewitt Savings forgot to withhold the early withdrawal penalty, however after recognizing their error, they determined that the amount was minimal and not worth pursuing. She also stated that the minimum balance requirements for either account would be inconsequential. Rich asked if there should be a vote, or if they would authorize Rosalie, as head of finance, to address the issue. Discussions indicated that there should be a vote. Rich asked for a motion to transition of a NOW account. Rosalie motioned that the water project fund account be transitioned to a NOW account. Seconded by Rusty Karr.

Result:	Approved
Moved:	Rosalie Summers
Seconded:	Rusty Karr
Ayes:	Rusty Karr, Rosalie Summers, Rich Karr, Vernon Meadows, Suzanna Holland, Mandy Huff
Nays:	None

**D. ADVISE AND AUTHORIZE AMEREN TO DEPOSIT THEIR UTILITY TAX TO THE WATER PROJECT FUND IN ACCORDANCE WITH THE NEW ORDINANCE**

Rosalie Summers explained this is the utility tax that is not going to the water project fund as described in the ordinance previously discussed. Rusty Karr asked if Ameren can just be instructed as to which account the funds should be deposited. Rosalie answered that she has paperwork that needs to be completed to accomplish that, but it might be best to wait until the previously discussed ordinance is addressed. That way there would be authority behind it. Rosalie thought it would be best to table this at the current time

**E. PURCHASE OR DOWNLOAD AN ANTIVIRUS PROGRAM FOR THE TREASURER’S COMPUTER**

Rosalie Summers indicated the computer currently has no antivirus protection installed. Rich Karr asked what dollar amount was needed - \$100 or \$150. Rosalie indicated that \$100 should be enough, and then mentioned that there are also free antivirus applications available for download. It was noted that as a committee head, Rosalie can spend up to \$500. Rich stated the board agrees that an antivirus software needs to be purchased.

**F. STATUS OF LAWSUITS**

Rich Karr read a letter he received from attorney Adam Lasker regarding the lawsuit brought by Jane Buraglio against the Village of Wapella.

**G. SET DATES FOR TOWN CLEANUP**

Suzanna Holland explained that the original dates were going to be the week after the town sales, which would be June 5 and 6, however AREA does not have dumpsters available for that week, so an AREA representative called and asked if we can move the date back a week as they will have dumpsters available at that time. Suzanna reserved the dumpsters for the week of June 15 - 19. She also has a dumpster reserved for the same week for

metal from Tick’s in Bloomington. Elizabeth Weikle asked if the dumpsters were going to be available Saturday and Sunday. Suzanna asked if they had been available in the past over the weekend. Elizabeth affirmed they were. Suzanna indicated that she would call the company to check their availability, but didn’t think there would be a problem. Rusty Karr suggested the possibility of moving the dates to June 17 - 21. Rosalie inquired if the company charges by the day. Suzanna indicated no. Suzanna indicate that, like last year, the company may not have the availability to bring them all at once, so we will work with Willie and Rusty to gauge how full the containers are getting and when they need to be replaced. This process worked very well last year. Vernon Meadows suggested that an announcement be made that tires will not be accepted. Suzanna responded that tires have not been accepted for a few years, and that electronics are not accepted because no one will take electronics. Electronics need to be dropped off near Chicago, which was a large expense, so we won’t take electronics either. Suzanna motioned to set the dates for town clean up to be June 15 through June 21. Vernon Meadows seconded.

Result:	Approved
Moved:	Suzanna Holland
Seconded:	Vernon Meadows
Ayes:	Rusty Karr, Rosalie Summers, Vernon Meadows, Suzanna Holland, Mandy Huff
Nays:	None

**H. PURCHASE OF MULCH FOR THE PARK**

Suzanna passed out information regarding mulch for the park. She indicated she contacted two different businesses. The mulch from Greenview is \$35.00 per cubic yard. The mulch from Baca is only \$17.25 per cubic yard, and we’ve purchased from them previously. If we are going to do the entire landscaping area, which is pretty large, we can get 72 cubic yards for \$1,242.00 versus the Greenview price of \$2,450.00. Rusty Karr asked if there would be mulch added around the tree at the Community Center as well. Suzanna indicated she would make sure that there is enough for there as well. Rusty asked about the playground, and Suzanna replied that the playground will not be done at this time, just the landscaping area and around the trees. Rusty asked if the playground will be done at another time, and Suzanna affirmed that. Suzanna stated that if we do a semi-load, there would be enough for around the trees as well. Vernon Meadows asked for specifics, and Suzanna stated that it is the premium hardwood bark mulch, and there are several different color options, but she was going to order brown. Rusty asked how many yard would it take to cover everything that needs to be done. He asked if 70 - 80 yards would cover everything. Suzanna will confirm that, but she believes that it will be enough. Rusty asked if that was the amount received in years past, and Suzanna confirmed that it was. Suzanna asked if there were any other questions. There was not. Suzanna motioned to purchase mulch for the park which will include the landscape area and around the trees, which will be 72 cubic yards. The quote is \$1,242.00, so the motion would be not to exceed \$2,000.00. Rosalie Summers asked what company would be supplying the mulch. Suzanna replied Baca, out of McLean. Vernon Meadows seconded.

Result:	Approved
Moved:	Suzanna Holland
Seconded:	Vernon Meadows

Ayes:	Rusty Karr, Rosalie Summers, Vernon Meadows, Suzanna Holland
Nays:	Mandy Huff

**I. REPLACEMENT OF ROOF AT THE COMMUNITY CENTER OVER THE SECTION ABOVE THE CONFERENCE ROOM AND KITCHEN**

Suzanna had numerous quotes which she distributed to the Board. She explained that Dilman is the first quote, and their quote is quite high. Dilman’s quote is for a total refurbishment. They would get rid of all the gravel and scale it to go to the North end. The second quote is from Action Roofing. We’ve used them before and they have done repairs on the Community Center previously. They have been good to work with and their quote is reasonable. It includes a 15 year warranty. Rusty Karr asked how long the current roof lasted. Suzanna wasn’t sure when it was last repaired or replaced. Suzanna indicated that the reason this needs to be accomplished is that there are some spots that are pretty bad, and the last time it was repaired the company was up front about the fact that they were putting a “band-aid” on the roof. Rusty asked if the roof was leaking. Suzanna responded not currently, but it has in the past. The last time it was repaired the company stated they couldn’t guarantee how long the repair would last. Vernon Meadows offered that the company came back twice to fix it. Rich Karr noted that Dilman’s quote doesn’t mention any type of warranty. Suzanna noted that she spoke with the company before the meeting, and they would offer a 40 year warranty. Action Roofing has a 15 year warranty. Rosalie noted that one of the companies was going to put a thicker tape or foam underlayment, one inch, while the other company was offering ¾” durafold insulation underlayment. Suzanna agreed that there are some differences in the materials. Rusty mentioned that one of the quotes is for \$30,000.00. Suzanna indicated she prefers the Action quote for \$12,875.00. The terms for payment on the Action quote are listed on the bottom of the quote. Suzanna mentioned that this is something that had been budgeted for, so the funds have been allotted. Vernon Meadows made a motion to accept the bid from Action Roofing for \$12,875.00. Rusty asked that, due to the large quote difference in pricing, if we need to get any more quotes. He asked if two bids was enough. Suzanna explained that the people we worked with at Action come highly recommended. She stated she is personally okay with the Action quote. Motion seconded by Suzanna Holland.

Result:	Approved
Moved:	Vernon Meadows
Seconded:	Suzanna Holland
Ayes:	Vernon Meadows, Suzanna Holland, Rosalie Summers
Nays:	Mandy Huff, Rusty Karr

Elizabeth Weikle indicated that Rich Karr would need to vote, as it was 3 - 2, but it involves money. Rich indicated he had not heard that fact previously. Rosalie added that she thought we couldn’t vote if it involved money. Elizabeth noted that Rich could vote, it was one of the exceptions. Rusty interjected that the only reason he voted no was because the difference in bids is so large, he didn’t understand why more bids were not entertained. Vernon Meadows added that \$12,000 is not high. Rich added that if he votes, it could be a tie. Elizabeth responded that without Rich’s vote, the motion passes, however she thought that the rule was if the amount is over a certain amount of money, there needed to be four votes to pass. Rich stated that it is not a tie.

**J. FOLLOWUP ON INOPERABLE VEHICLE HEARING**

Suzanna stated that our attorney, Steve, is not present at this meeting so she cannot report much, but she did want to provide some information on the Claritters. They called and asked if they could have an extension. They had a death in the family. Rusty Karr asked if this was the property on the corner. Suzanna indicated no, that it is the property on Thomas Court. They have promised to take care of the vehicle by May 2. Rusty stated that if they are willing to work with the Village, he saw no reason to deny their request. Suzanna agreed. Vernon Meadows asked if this is the property that just has one vehicle. Suzanna affirmed. It was decided there did not need to be a vote on this issue, and the board seems to be in agreement that the extension of time is acceptable. Suzanna stated that the Kaufmans have removed the Subaru. She also indicated that they are still waiting on the Greenes, but she couldn't speak more to that without the attorney being present. It was noted that Mr. Greene was currently having some health issues. Vernon asked about the vehicles on the corner of Autumn Road and Parnell Road. Suzanna confirmed that the vehicle was the Subaru mentioned earlier, and it has been removed. Rusty asked if anything more has been done about vehicles not on the list. Suzanna noted she has not heard anything more about missed vehicles.

**K. DISPENSE WITH THE PARK FUND CHECKING AND PAY ALL PARK EXPENSES OUT OF THE GENERAL FUND**

Rosalie Summers stated that there would be less confusion, work and deposit slips if all receipts for the park could be paid from the general fund. Rich Karr indicated that the auditor had stated the same thing. Rosalie stated it wouldn't affect anything, as the money all comes in one place. Suzanna mentioned that depending on where the taxes are deposited, i.e. if some are going into the park fund and some are going into the water fund it changes things a bit. She added that it may mean more bills coming out of that account and less revenue for that account. Rosalie stated it wouldn't be a great deal. Elizabeth Weikle indicated it would be \$30,000.00 a year with the two franchise fees and the excise tax. Rosalie responded that you are not losing it, just putting it in a different place. Suzanna stated that she prefers them to be separate. Rosalie stated she would not be taking the Mediacom franchise fee out. That would be taken out of the ordinance, so it would just be utility taxes. Rosalie also mentioned that Ameren is the largest of the utility tax fees that goes to the park fund presently. This would also negate the process of having to split checks. She continued that there are a fairly large amount of receipts that need to be paid partially from each account. Elizabeth asked if Rosalie wanted to do this today, or wait because it needs to be determined what revenue needs to be transferred before combining them. Vernon Meadows said he thinks it should be tabled. Elizabeth mentioned that if the two accounts are combined the way they are now, then there will be no account in place for the money that is currently being direct deposited to go into. Rusty Karr made a motion that this be tabled. Vernon seconded the motion.

Result:	Approved
Moved:	Rusty Karr
Seconded:	Vernon Meadows
Ayes:	Rusty Karr, Rosalie Summers, Vernon Meadows, Mandy Huff, Suzanna Holland
Nays:	None

Rich Karr asked if there was any more New Business. Rosalie responded that according to the Illinois Municipal League magazine, Governor Rauner is proposing that the municipal share of the state income taxes be cut by 50%. That will make quite an impact. It is encouraged to let your representative know you are against this, and to put out a resolution to urge the governor and the general assembly to protect full funding of local government distributed fund revenues. She continued by saying that we get a lot of money from the state income tax.

#### **IX. MOTION TO ADJOURN**

Motion to adjourn made by Vernon Meadows. Seconded by Suzanna Holland.

Meeting adjourned at 8:28 pm.

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Richard Karr, Village Board President