**VILLAGE OF STANFORD**

**100 W. BOUNDARY**

**STANFORD, IL 61774**

*PRESIDENT AND BOARD OF TRUSTEES*

*THURSDAY, July 21, 2011*

*REGULAR SCHEDULED MEETING OF THE BOARD OF TRUSTEES*

Minutes of the Regular Scheduled Meeting of the Acting President and Board of Trustees for the Village of Stanford, held at the Village Hall at 6:00pm.

# ROLL CALL:

Present: 5 – Nydra Owen, Megan Phillips, Rowana Robles, Homer Smith and Acting President John Owen.

Absent: 1 – Jim Bridgewater

Also Present: Treasurer Brenda Lazoen, Chief Christine Gleason & Attorney Mark McGrath.

# APPROVAL OF MINUTES:

Trustee Nydra Owen moved, seconded by Trustee Smith to approve the Minutes from the June 16, 2011 meeting.

All in favor.

It was the consensus of the Board to table the approval of the Executive Session minutes until the August meeting to allow more time for review.

# POLICE REPORT:

Chief Gleason advised the Board she did not have a report at this time.

# INTERNAL AUDITOR’S REPORT:

Trustee Robles stated she did not have a report at this time.

# TREASURER’S REPORT:

Treasurer Brenda Lazoen brought the following to the attention of the Board:

* Treasurer Lazoen spoke with Phyllis Fitch about the Commerce Bank Trust. Fitch stated it is a bond but all she did was file the paperwork. Treasurer Lazoen stated that she found paper bonds and cd’s but she does not know if they have been cashed. Lazoen has tried to call Commerce about the bond and is still waiting for a call back.
* Treasurer Lazoen asked about an invoice she received for tree removal on E. Boundary. Acting President John Owen stated he authorized the removal of the tree due to it being a danger.
* Treasurer Lazoen stated she will pay Board stipends at the end of July for the new Board members.

Trustee Robles moved, seconded by Trustee Nydra Owen, to approve the Treasurer’s Report as presented.

On roll call the vote was:

AYES: 5 – Acting President John Owen, Trustees Nydra Owen, Phillips, Robles & Smith.

NAYS: 0

ABSENT: 1 – Trustee Bridgewater.

There being 5 affirmative votes, the motion carried.

# FINANCIAL REPORT:

Acting President John Owen moved, seconded by Trustee Robles, to approve the Financial Report as presented.

On roll call the vote was:

AYES: 5 – Acting President John Owen, Trustees Nydra Owen, Phillips, Robles & Smith.

NAYS: 0

ABSENT: 1 – Trustee Bridgewater.

There being 5 affirmative votes, the motion carried.

# MONTHLY DISBURSAL:

Acting President John Owen moved, seconded by Trustee Phillips, to approve the Monthly Disbursal and authorized the Treasurer to pay the bills.

On roll call the vote was:

AYES: 5 – Acting President John Owen, Trustees Nydra Owen, Phillips, Robles & Smith.

NAYS: 0

ABSENT: 1 – Trustee Bridgewater.

There being 5 affirmative votes, the motion carried.

# APPOINTMENTS:

Acting President John Owen recommends the appointment of Gary Williams to the Zoning Board.

Trustee Nydra Owen moved, seconded by Trustee Robles to approve Acting President John Owen’s recommendation to appoint Gary Williams to the Zoning Board.

On roll call the vote was:

AYES: 5 – Acting President John Owen, Trustees Nydra Owen, Phillips,Robles & Smith.

NAYS: 0

ABSENT: 1 – Trustee Bridgewater.

There being 5 affirmative votes, the motion carried.

# PRESENTATION:

## Annual Renewal of Subdivision lot listing:

Brad Glenn with BNG Realty presented the Board with the annual renewal sheets for realty services for the Olympia Estates subdivision. Glenn spoke to the board about the market and how there has been a positive increase in existing home sales but new construction is still down. Glenn also stated that listing the properties with BNG Realty and Henderson Weir Realty will cover both the Bloomington/Normal and Peoria area.

It was the consensus of the Board to table the matter until the August meeting.

## Triangle of Opportunity:

Brad Glenn spoke to the Board about Triangle of Opportunity and invited all to attend their meetings which are held the last Thursday of each month. Glenn also spoke of a bike tour the first weekend in August.

**\*\*Attorney McGrath left the meeting at 6:30pm to attend the Water Authority meeting\*\***

## Approval of Ord. 05-11: Sale of Surplus Property:

Acting President John Owen moved, seconded by Trustee Smith, to approve Ordinance 05-11:An Ordinance authorizing the sale of personal property of the Village of Stanford which states in part the Village approves to sell suplus air conditioning/heating unit from the old Police Department to Dorothy J. McGrath for $1.00 with the condition she will remove and haul away the unit.

On roll call the vote was:

AYES: 5 – Acting President John Owen, Trustees Nydra Owen, Phillips, Robles & Smith.

NAYS: 0

ABSENT: 1 – Trustee Bridgewater.

There being 5 affirmative votes, the motion carried.

# PUBLIC CONCERNS:

## Dog concern:

Trustee Robles spoke of a dog concern/well being complaint. Chief Gleason suggested that Trustee Robles call the Humane Society.

## Good Old Days weekend:

Treasurer Lazoen spoke of an incident involving intoxicated persons on the Saturday of the Good Old Days weekend. Chief Gleason suggested to call the METCOM when the incident happens.

# COMMITTEE REPORTS:

## Streets:

Trustee Smith reported the following to the Board:

* Smith stated he would like to work on the job descriptions for employees both general and superintendent for the Street Department. Smith added that Public Works Director Boitnott knows what he is doing and does a great job and more for the Village.
* Advised the Board that the Village should be receiving the 2nd installment of the capital bill program in the amount of $2,910.00 to be used for MFT projects.
* Progress of the seal coat work
* Possibly meeting with the Laborer’s about sidewalks
* Quote for sidewalk that was broken.

## Drainage:

Trustee Phillips reported the following to the Board:

* Checked with the owner of 202 S. Armstrong about a complaint received about water standing in the front of the house and sidewalk. Trustee Phillips has spoke with Public Works Director Mike Boitnott and they are looking into different options to repair the sidewalk including possibly raising the sidewalk.
* Still working on the drainage issue on N. Chestnut.

## Water:

Trustee Nydra Owen reported the following to the Board:

* Spoke with RW Troxel about the boiler/machinery policy. This is a blanket policy for the community so there is no policy in hand. This policy covers motors, pumps, fans, cooling, etc. $1,000.00 deductible. Trustee Nydra Owen will speak with Public Works Director Boitnott and Water Operator Bode and get replacement costs.
* Well #3 refurbishment – expect pipes to possibly be replaced because of the number of years it has been since the last refurbishment. The Board also discussed other projects that will have to addressed in the future like water tower cleaning, generator purchase for well #4.

Trustee Nydra Owen moved, seconded by Trustee Robles, to approve the refurbishment of Well #3 by Layne Western, because of their past work history with the Village and their extensive knowledge of our well system, to remove, inspect, re-install with updates needed not to exceed $35,000.00.

On roll call the vote was:

AYES: 5 – Acting President John Owen, Trustees Nydra Owen, Phillips, Robles & Smith.

NAYS: 0

ABSENT: 1 – Trustee Bridgewater.

There being 5 affirmative votes, the motion carried.

**\*\*Attorney Mark McGrath returned to the meeting at 7:20pm\*\***

## Health/Beautification/Welfare:

Trustee Robles reported the following to the Board:

* Email to Kathy Weinzierl about reimbursement to the Olympia Pacesetters 4H Club in regards to planting the flowers at the Village Hall. Kathy stated no reimbursement was necessary.
* Good Old Days Festival and how it went well.
* Table recycling discussion until the August meeting.

## Community Development:

Trustee Bridgewater was absent. No report at this time.

## Police:

Acting President John Owen and Chief Gleason reported the following to the Board:

* Chief Gleason reported there were Neighborhood Watch flyers at the Good Old Days information booth for any interested residents. Chief Gleason has also put one at the Post Office.
* Surplus uniforms need to go to Danvers.
* Chief Gleason to get with Building Inspector Mike Boitnott about the photos of 114 W. Main.
* Chief Gleason advised that she will give her schedule to Acting President John Owen and email the Police report when it is completed.

## Legal:

Attorney Mark McGrath spoke to the Board about going to a consent agenda and how his office has noticed it helps move the meetings along. With a consent agenda the Minutes/Financials would all be under one motion.

* 210 S. Grant – photos were given to Attorney McGrath from Chief Gleason. The basement has been removed from the lot and is now covered with dirt. The sidewalk was damaged during the demolition.
* 310 N. Kathleen – yard was mowed.
* 101 N. Division – the building has been repaired. Remove from agenda.
* 114 W. Main – No new information. Keep on agenda.
* 310 N. Kathleen – Need to get a report from the Police/Building Inspector on unsafe/dangerous building and check to see if property is secure.

The have Clerk Streenz prepare letter of the findings.

# NEW BUSINESS:

## Annexation of Homerding’s Lot 6:

It was the consensus of the Board to send Marilyn Homerding the correct information so she may start the annexation process of Lot 6 in the Smith Subdivision. Because of the small size of the vacant lot and the low tax body, the Village will not paying any attorney fees, filing fees or offering any tax rebate to the property owner.

## Zoning Board Recommendation:

The matter of the request for a zoning change for 212 W. Main from Business to Residential was tabled until further information could be obtained.

## Census:

Acting President John Owen reported that a representative from Congressman Adam Kensinger’s office met at the Village Hall with Clerk Streenz and himself about concerns with the buildings and census count. Kensinger’s representative has sent information on how we can go about disputing the Census.

## Purchase Microsoft Word 2010

Acting President John Owen moved, seconded by Trustee Robles, to approve the purchase of Microsoft Word 2010 for the Village Hall not to exceed $250.00.

On roll call the vote was:

AYES: 5 – Acting President John Owen, Trustees Nydra Owen, Phillips, Robles and Smith.

NAYS: 0

ABSENT: 1 – Trustee Bridgewater.

There being 5 affirmative votes, the motion carried.

## Purchase of informational magnets:

Trustee Robles moved, seconded by Trustee Nydra Owen, to approve the purchase of information magnets from VistaPrint not to exceed $75.00.

On roll call the vote was:

AYES: 5 – Acting President John Owen, Trustees Nydra Owen, Phillips, Robles and Smith.

NAYS: 0

ABSENT: 1 – Trustee Bridgewater.

There being 5 affirmative votes, the motion carried.

## Approval of Ord. 04-11: Prevailing Wage:

Trustee Robles moved, seconded by Trustee Smith, to approve Ord. 04-11: An Ordinance of the Village of Stanford, McLean County, Illinois, ascertaining the prevailing rate of wages for Laborers, Workmen and Mechanics employed on public works of said Village.

On roll call the vote was:

AYES: 5 – Acting President John Owen, Trustees Nydra Owen, Phillips, Robles and Smith.

NAYS: 0

ABSENT: 1 – Trustee Jim Bridgewater.

There being 5 affirmative votes, the motion carried.

## Home Raffle:

It was the consensus of the Board to table this matter until the August meeting.

## Clerk’s Attendance at Mayor’s Meetings:

Acting President John Owen moved, seconded by Robles, to approve the Clerk’s attendance to the McLean County Mayoral Meetings and to pay the Clerk her hourly pay and mileage.

On roll call the vote was:

AYES: 5 – Acting President John Owen, Trustees Nydra Owen, Phillips, Robles and Smith.

NAYS: 0

ABSENT: 1 – Trustee Bridgewater.

There being 5 affirmative votes, the motion carried.

## Meeting with the Village of Deer Creek:

It was the consensus of the Board to table this matter until the August meeting.

## Brownfield Seminar:

Acting President John Owen moved, seconded by Trustee Robles, to approve Clerk Streenz to attend the Brownfield’s seminar on August 2, 2011 with Acting President John Owen and Trustee Homer Smith and to reimburse them for any lunch costs.

On roll call the vote was:

AYES: 5 – Acting President John Owen, Trustees Nydra Owen, Phillips, Robles and Smith.

NAYS: 0

ABSENT: 1 – Trustee Bridgewater.

There being 5 affirmative votes, the motion carried.

## Treasurer’s coverage of Village Hall:

Acting President John Owen moved, seconded by Trustee Robles, to approve the payment of $12.00/hr to Treasurer Brenda Lazoen when performing any Clerk/Collector duties while Clerk Streenz is on vacation the last week of July.

On roll call the vote was:

AYES: 5 – Acting President John Owen, Trustees Nydra Owen, Phillips, Robles and Smith.

NAYS: 0

ABSENT: 1 – Trustee Jim Bridgewater.

There being 5 affirmative votes, the motion carried.

## Approval of Ordinance 01-11: Appropriations:

Acting President John Owen moved, seconded by Trustee Nydra Owen, to approve Ord. 01-11: An Ordinance making appropriations for the corporate purposes of the Village of Stanford, Illinois for the fiscal year beginning May 1, 2011 and ending April 30, 2012.

On roll call the vote was:

AYES: 5 – Acting President John Owen, Trustees Nydra Owen, Phillips, Robles and Smith.

NAYS: 0

ABSENT: 1 – Trustee Jim Bridgewater.

There being 5 affirmative votes, the motion carried.

## IMLRA Renewal Package:

Acting President John Owen spoke of the IMLRA insurance renewal package and OSHA logs that are needed even if there are no incidents.

Acting President John Owen moved, seconded by Trustee Robles, to authorize Acting President John Owen to complete and submit the IMLRA renewal package on behalf of the Village.

On roll call the vote was:

AYES: 5 – Acting President John Owen, Trustees Nydra Owen, Phillips, Robles and Smith.

NAYS: 0

ABSENT: 1 – Trustee Jim Bridgewater.

There being 5 affirmative votes, the motion carried.

# MOTION TO ADJOURN @ 9:21PM:

There being no further business to discuss, Acting President John Owen moved, seconded by Trustee Robles to adjourn the meeting at 9:21pm.

All in favor. AYE.

Prepared by:

Kara M. Streenz

Village Clerk/Collector