**VILLAGE OF STANFORD**

**100 W. BOUNDARY**

**STANFORD, IL 61774**

*PRESIDENT AND BOARD OF TRUSTEES*

*THURSDAY, September 15, 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 7:00pm.

# ROLL CALL:

Present: 4 – Acting President John Owen, Trustees , Nydra Owen, Megan Phillips and Homer Smith.

Absent: 2 – Jim Bridgewater, Rowana Robles.

Also Present: Treasurer Brenda Lazoen and Attorney Mark McGrath.

**\*\*Trustee Rowana Robles arrived at 7:21pm\*\***

**\*\* Chief Gleason arrived at 7:10pm\*\***

# APPROVAL OF MINUTES:

Trustee Nydra Owen moved, seconded by Trustee Phillips, to approve the Minutes from the August 18, 2011 Regular Scheduled Meeting.

All in Favor. AYE

# POLICE REPORT:

Chief Gleason is absent. No report at this time.

# INTERNAL AUDITOR’S REPORT:

Trustee Robles is absent. No report at this time.

Clerk Streenz advised the Board of Auditor John Grimes letter suggesting duties for the Internal Auditor. It was the consensus of the Board to have Treasurer Lazoen, Trustee Robles and Trustee Nydra Owen work together to come with guidelines for the Internal Auditor and have Clerk Streenz start a separate file for the Internal Auditor.

**\*\*Chief Gleason arrived at 7:10pm\*\***

# TREASURER’S REPORT:

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

On roll call the vote was:

AYES: 4 – Acting President John Owen, Trustees Nydra Owen, Phillips & Smith.

NAYS: 0

ABSENT: 2 – Trustees Bridgewater & Robles.

There being 4 affirmative votes, the motion carried.

# FINANCIAL REPORT:

Trustee Nydra Owen moved, seconded by Trustee Smith, to approve the Financial Report as presented.

On roll call the vote was:

AYES: 4- Acting President John Owen, Trustees Nydra Owen, Phillips & Smith.

NAYS: 0

ABSENT: 2 – Trustees Bridgewater & Robles.

There being 4 affirmative votes, the motion carried.

**\*\*Trustee Robles arrived at 7:21 pm\*\***

# MONTHLY DISBURSAL:

Trustee Nydra Owen moved, seconded by Trustee Phillips, to approve the Monthly Disbursal as presented and authorize the Treasurer to pay the bills.

On roll call the vote was:

AYES: 4 – Acting President John Owen, Trustees Nydra Owen, Phillips & Smith.

NAYS: 0

OBSTAIN: 1 – Trustee Robles.

ABSENT: 1 – Trustee Bridgewater.

There being 4 affirmative votes, the motion carried.

# APPOINTMENTS:

Acting President John Owen appointed the following Trustees to the following committees:

Streets: Trustees Smith, Nydra Owen & Bridgewater

Drainage: Trustees Phillips, Robles & Nydra Owen

Water: Trustees Nydra Owen, Smith & Phillips

Health/Beautification & Welfare: Trustees Robles, Smith & Acting President John Owen

Community Development: Trustees Bridgewater, Acting President John Owen & Phillips

Police: Acting President John Owen, Trustees Bridgewater & Robles

# PUBLIC CONCERNS:

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Delmar Deterts of 320 W. Main, stated he has taken down the US Flags because of how torn they had become and complaints he had received. Trustee Robles advised she was in the process of getting the flags taken down but thanked Deterts for doing it. Trustee Robles suggested requesting the Stanford Silver Stars 4-H group to help next year with the flag program. Trustee Robles will speak with the director of the Silverstars 4-H.

# COMMITTEE REPORTS:

## Streets:

Trustee Smith reported the following to the Board:

* Tree removed from 116 E. Main because of split. Acting President John Owen would like for employee Joe Gaither to walk the streets in his free time and look for trees that may need attention and report to Trustee Smith.
* Sidewalk in front of 214 S. Armstrong has been raised by Public Works Director Boitnott.
* Trustee Smith moved, seconded by Trustee Phillips, to approve a maintenance agreement with Caterpillar for the new backhoe.

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.

* Trustee Smith moved, seconded by Trustee Nydra Owen, to approve the Prevailing Wage for the Village Public Works Labor Rates to be used when billing labor and use of equipment for Public works to clean, repair or for any other time that would require a bill for time and labor to a private party or company other than for Motor Fuel Tax (MFT).

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.

## Drainage:

Trustee Phillips reported the following to the Board:

* The Chestnut project is almost complete. Public Works is waiting for it to rain to settle the dirt and then they will grade it.
* 101 N. Division – salt was stored on the other end of the property not where the peach tree died. Also, no culvert is needed because water does not stand there.
* There will be culvert cleaning in the near future.

## Water:

Trustee Nydra Owen reported the following to the Board:

* After seeing the amount of what a generator would cost for Well #4, it was the consensus of the Board to table the purchase.
* Well #3 refurbishment will be done if we can get it done before October or we could have to possibly wait until spring. There is a one day supply of water in the tower without power. Trustee Smith stated he would like to possibly get the electrical done on well #4 for future needs of the community. Trustee Nydra Owen agrees but doesn’t feel with all the other projects at this time it is cost effective.
* A pumper truck was used to clean the red water pit. This project was approved last year. Trustee Owen also stated that the Tonka project was approved approximately 3 years ago and has yet to be completed. GA Rich has not returned any calls and this matter needs to be placed on a Special Meeting agenda.

## Health/Beautification/Welfare:

Trustee Robles reported the following to the Board:

* Requests help with the recycling project. Acting President John Owen advised the Board that he would like to see each committee meet outside a Regular Board meeting to work on projects such as this. This will help the meeting flow better. The Committee would have to notify the Clerk at least 48 hours in advanced so an agenda and notice could be posted. Each committee would be responsible to take their own minutes of such meetings.

## Community Development:

Trustee Bridgewater is absent. No report at this time.

Assistant Director of EMA, Mike Cook was present because Director Batterton was out of town, per the Board’s request from the August meeting.

* Cook stated that inventory has been completed for EMA twice and all the material was given to former Trustee Alwes. Cook stated he does not know where it went from there. The material could have possibly been given to former President Brawner.
* Cook stated that John Adams left EMA last month and is still has a portable radio in his possession. Cook will report back when the radio has been returned.
* Cook reported that Jeff Wilcox stated that the copper antenna cable will have to be replaced soon for the repeater.
* The Fire Department no longer sounds the siren for any fire/rescue calls. METCOM doesn’t do it any longer either.
* Chief Gleason would like to meet with all EMA personnel at a meeting. Cook advised that the Fire Department holds the EMA meetings at this time since most members are also Fire personnel.
* Acting President John Owen requested the Clerk to send EMA Director Batterton a letter requesting him to attend the October meeting.

## Police:

Acting President John Owen questioned the Wright Express report which looked as if the odometer had possibly went backwards. Chief Gleason stated it was probably a keypad error.

## Executive Session called @ 8:18pm:

Acting President John Owen moved, seconded by Trustee Robles, to enter into Executive Session pursuant to Section (2) of the Open Meetings Act ILCS 120/2(c)(8) security procedures and request Attorney Mark McGrath, Chief Gleason, Kurt Willoughby & Nan Birkey from the Village of Danvers to stay.

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.

## Roll call @ 8:40pm:

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

Absent: 1 – Trustee Jim Bridgewater.

Also Present: Attorney Mark McGrath, Chief Gleason, Kurt Willouby and Nan Birkey from the Village of Danvers.

## Legal:

Attorney Mark McGrath spoke to the Board about the following:

* Officer Mike Kemp has served the letter regarding water service for 114 W. Main to the owner Norman Cochran.
* Attorney McGrath stated he has received the report from Chief Gleason in reference to 310 N. Kathleen.

Trustee Robles moved, seconded by Trustee Phillips, declaring 310 N. Kathleen to be a dangerous and unsafe building and authorize Attorney McGrath to prepare a dangerous and unsafe building notice for the owner of 310 N. Kathleen and authorize Acting President John Owen to sign any paperwork for the dangerous/unsafe building notice.

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.

* 101 N. Division:

Trustee Phillips moved, seconded by Trustee Robles, to authorize Clerk Streenz to send a Ordinance Violation letter to the owner of 101 N. Division about the metal that is piled behind the building to either remove or properly secure it.

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.

* 310 N. Kathleen:

Attorney McGrath advised the Board that he would suggest to have the Stanford Police serve the prepared notice to the owner who lives outside of McLean. The owner would have 14 days to be in compliance. The Bank and owner could also release thier interest in the property since it was in foreclosure.

Acting President John Owen moved, seconded by Trustee Robles, to authorize Attorney McGrath to contact Deutsch Bank to request the release of interest in the property located at 310 N. Kathleen if the owner will release his interest.

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.

# NEW BUSINESS:

## 212 W. Main Zoning Request:

Acting President John Owen reported that he spoke with the John Williams, owner of 212 W. Main. Williams told Owen that he would repair the outside of the building, secure the building and have the septic inspected by this meeting. At this time, none of the above mentioned have been completed.

Acting President John Owen moved, seconded by Trustee Smith, to table the zoning request of 212 W. Main and put the property back on the nuisance list.

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.

## Liquor License application approval:

Acting President John Owen moved, seconded by Trustee Robles, to approve a Liquor License application for The Last Stop Inc. d/b/a Tweaker’s Bar & Grill for a period of time from September 15, 2011 through September 30, 2012.

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.

## Auditor’s bill for training:

Acting President John Owen moved, seconded by Trustee Robles, to approve payment of Auditor John Grimes bill for training.

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.

## Survey of farm ground:

Acting President John Owen moved, seconded by Trustee Robles, to approve AJ Dowiatt to survey the middle 41 acres of the surplus farm ground south of Stringtown Road, not to exceed $3,000.00.

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.

## Realtor Listings for Olympia Estates Subdivision:

Acting President John Owen tabled the realtor listings for Olympia Estates Subdivision until the October meeting.

## Home Raffle:

Attorney McGrath will look further into this matter and report at the October meeting.

## Peddler Permit application:

Acting President John Owen moved, seconded by Trustee Phillips, to approve a Peddler’s Permit for Dwight Harder from Iowa Steaks Co. per Chief Gleason’s recommendation of a time line through December 1, 2011 with a $25.00 permit fee and can only solicit from 8:00am until dusk.

On roll call the vote was:

AYES: 4 – Acting President John Owen, Trustees Phillips, Robles & Smith.

NAYS: 1 – Trustee Nydra Owen.

ABSENT: 1 – Trustee Bridgewater.

There being 4 affirmative votes, the motion carried.

## Peddler Permit fee:

Acting President John Owen moved, seconded by Trustee Phillips, to make all Peddler fees to be $25.00 per application excluding vendors participating for a non-profit organization.

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.

## Driveway easement clarification:

It was the consensus of the Board, after reviewing the Driveway Easement for Jim Sharp, that yes he can park the passenger vehicle on the west side of the barn. This matter was reviewed because of a public concern at the August meeting.

## DCEO LMAO grant application:

It was the consensus of the Board to have Clerk Streenz look further into this matter by checking with Farnsworth on how much they charged in 2010 for completing that LMAO grant application. The Board will also have to make a decision on what infrastructure project they would spend the grant money on if received.

## Purchase of chair for Village Hall:

Acting President John Owen moved, seconded by Trustee Phillips, to purchase a new chair for the Village Clerk not to exceed $300.00.

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.

## Purchase of Soliciting permit required signs:

Acting President John Owen moved, seconded by Trustee Robles, to purchase 4 Soliciting Permit Required signs not to exceed $100.00.

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.

## Special meeting called:

Acting President John Owen called a Special Meeting for Tuesday, September 27, 2011 at 7:00pm at the Village Hall. The agenda will be as follows: Survey and appraisal of surplus farm ground and Tonka system.

# MOTION TO ADJOURN AT 9:55pm:

There being no further business to discuss, Acting President John Owen moved, seconded by Trustee Robles, to adjourn.

All in favor. AYE.

Prepared by:

Kara M. Streenz

Village Clerk/Collector